

No. F.49-1/2024-Admn-NVL
Government of Pakistan
Ministry of National Food Security & Research
National Veterinary Laboratory (NVL)

PRE-QUALIFICATION NOTICE

National Veterinary Laboratory (NVL), Ministry of National Food Security and Research Islamabad intends to pre-qualify workshops/firms/vendors registered with Sales Tax/Income Tax Departments and are on Active Taxpayer List (ATL) of FBR having their own offices/stock/manpower/workshop/expertise in Islamabad/Rawalpindi for following procurements, works and services required during the Fiscal Year 2024-25 (extendable) under Rule-15 and Rule-16 read-with Rule 42(a)&(b) of PPRA Rules, 2004 amended from time to time. Details are as under: -

Sr. #	Pre-qualification Description	Bid Security / Earnest Money
1.	Pre-Qualification of Workshops (Rawalpindi/ Islamabad) for Repair/Maintenance work of Official vehicles (04 Nos.) of National Veterinary Laboratory upto Rs. 500,000/- during financial year 2024-25.	Rs. 10,000/-
2.	Pre-Qualification of Firms/Vendors (Rawalpindi/ Islamabad) for the following: (a) Purchase/Petty Purchases (including Stationary/printer & photocopier toners/Misc. items/feeding material etc. list attached) (b) Repair/Maintenance of machinery equipments/Lab equipments/IT equipments/Garden/building/furniture & fixture/computers and hardware (including non-Tender items) upto Rs. 500,000/- in terms of Rule 42 of PPRA, 2004 amended from time to time. (c) Work related with advertisement & publicity	Rs. 10,000/-

2. Pre-Qualification bids would be collected and opened as per the following schedule:

Date of collection of Bidding Documents (sealed tender bids)	From 12-09-2024 to 08-10-2024 , bidding documents shall be collected through e-Pak Acquisition & Disposal System (EPADS). All prospective bidders shall apply for pre-qualification 2024-25 through EPADS. No manual bids/hard copies shall be accepted.
Date, Time & Place of Publicly opening of Bids.	On 08-10-2024 at 02:00 P.M. in National Veterinary Laboratory (NVL), NARC Gate No. 2, Park Road, Islamabad.

3. Interested eligible bidders are requested to register themselves on the EPADS (<https://eprocure.gov.pk/>) and submit their documents on EPADS. The interested eligible bidders may obtain a complete set of bidding documents containing list of items, specifications of required items and detailed terms & conditions from the websites of PPRA and EPADS. The same may also be obtained from Administrative Officer, NVL on payment of **Rs. 500/-** on any working days within the office hours (before the submission date of bid) on submission of written application on company letter head, duly supported by a copy of NTN and GST certificates.

4. The fixed bid security/earnest money, earmarked above in the shape of Pay Order/Demand Draft/Cash Deposit in favor of **Administrative Officer, NVL** alongwith bid documents should be uploaded through EPADS (scanned copy) and hard copy must be submitted physically on or before **11:00 A.M** by **08-10-2024 in NVL, Islamabad**. Bids will be opened on the same date at **02:00 P.M** in terms of Rule 28 of PPRA, 2004.

5. This Pre-Qualification notice is also available on the websites of PPRA (www.ppra.gov.pk) and EPADS (www.eprocure.gov.pk). The procuring agency reserves rights to accept or reject any or all bids/proposals in accordance with rule-33 of PPRA-2004 amended from time to time.

(Muhammad Noman)
Administrative Officer, NVL
Park Road, NARC Gate # 2, Chak Shahzad, Islamabad
Office Ph # 051-9255070

Muhammad Noman
Administrative Officer
National Veterinary Laboratories
Ministry of National Food Security and Research
Islamabad

9 mnf 129 - 810 . per

01


No. F.49-1/2024-Admn-NVL
Government of Pakistan
Ministry of National Food Security & Research
National Veterinary Laboratory (NVL),
ISLAMABAD
051-9255070



PRE-QUALIFICATION FORM/BIDDING DOCUMENTS

Sr. #	Pre-qualification Description	Bid Security / Earnest Money
1.	Pre-Qualification of Workshops (Rawalpindi/ Islamabad) for Repair/Maintenance work of Official vehicles (04 No.) of National Veterinary Laboratory upto Rs. 500,000/- during financial year 2024-25.	Rs. 10,000/-
2.	Pre-Qualification of Firms/Vendors (Rawalpindi/ Islamabad) for the following: (a) Purchase/Petty Purchases (including Stationary/printer & photocopier toners/Misc. items/feeding material etc. list attached) (b) Repair/Maintenance of machinery equipments/Lab equipments/IT equipments/Garden/building/furniture & fixture/computers and hardware (including non-Tender items) upto Rs. 500,000/- in terms of Rule 42 of PPRA, 2004 amended from time to time. (c) Work related with advertisement & publicity	Rs. 10,000/-

Sr. No.....


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

**CRITERIA FOR PRE-QUALIFICATION OF WORKSHOPS/
INSTRUCTIONS TO WORKSHOPS OWNERS**

Terms & Conditions

For carrying out repair & maintenance work in authorized vehicles of this office, sealed bids are invited from workshops registered with Income and Sales Tax Departments and are on Active Taxpayer List (ATL) of FBR (copies of valid documents may be attached), having their own complete setup i.e. garage, spare parts availability and technical experts in Islamabad / Rawalpindi.

2. The Pre-qualification process shall be carried out through EPADS.
3. Interested eligible bidders must be registered on the EPADS (<http://eprocure.gov.pk/>) and submit their documents on EPADS.
4. Bid security of amounting to Rs. 10,000/- in shape of bank draft/call deposit in favor of Administrative Officer, NVL must be uploaded (Scanned) in EPADS and submitted in hard copy otherwise proposal will be rejected straightaway.
5. The workshops must have at least 03 years experience.
6. Secure parking for the official vehicles must be ensured. The workshop will be responsible for any loss/ damages caused in this regard.
7. Non blacklisting certificates on affidavit be attached with bidding documents.
8. Purchase/Pre-qualification Committee may conduct physical visit of all workshops before pre-qualification.
9. The workshop on the panel will be bound to carry out the requisite work on immediate basis when vehicle is referred to it even at odd hours.
10. The GST included rates must be submitted by firms.
11. The workshop will be bound to return old spare parts in case of replacement with new. Warranty period of each item replaced or repaired should be clearly mentioned in quoted rates. If the same defect is arisen again the workshop will be responsible to replace it free of cost. (During the warranty period).

FORFEITURE OF EARNEST MONEY AND BLACKLISTING OF WORKSHOP.

12. In case of submission of any false information/documents and any deficiency found in deliverables, the Earnest Money will be forfeited and the workshop would also be disqualified/blacklisted.

CORRUPT OR FRAUDULENT PRACTICES

11. The Purchaser observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:-

i. defines, for the purpose of this provision, the terms set forth below as follows:

a. "corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies, or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.

Muhammad Noman
Administrative Officer
National Veterinary Laboratories
Ministry of National Food Security and Research
Islamabad

03

ii. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

iii. Will declare a firm ineligible and blacklisted for future participation either indefinitely or for a specific period of time as may deem appropriate by the competent authority of this Ministry being procuring agency.

I / We have and agree with the above mentioned terms and conditions.

Name of workshop/owner

Signature

Date


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

24

Faint, illegible text at the bottom of the page, possibly a stamp or footer.

CRITERIA FOR

PRE-QUALIFICATION VENDORS/FIRMS FOR THE PURCHASE/PETTY PURCHASE /REPAIR/ MAINTENANCE INCLUDING ALL NON-TENDER ITEMS UPTO RS. 500,000/- IN TERMS OF RULE 42 OF PPR, 2004 AMENDED FROM TIME TO TIME FOR THE NATIONAL VETERINARY LABORATORY, ISLAMABAD DURING FINANCIAL YEAR 2024-25.

1. The pre-qualification process shall be carried out through EPADS.
2. Interested eligible bidders must be registered on the EPADS (<https://eprocure.gov.pk/>) and submit their bidding documents on EPADS.
3. Bid security of amounting of Rs. 10,000/- in shape of bank draft in favour of Administrative Officer, NVL must be uploaded on EPADS and attached with Pre-Qualification proposal otherwise proposal will be rejected straightaway.
4. The interested vendors/firms must have their own shops/offices in Islamabad/Rawalpindi and having at least 03 years of experience.
5. The vendors/firms should be registered with Sales Tax and Income Tax Department and are on Active Taxpayers List of FBR. Valid documents must be attached.
6. The firm must have telephone/fax facilities etc in Islamabad/Rawalpindi.
7. All / any payment(s) will be made through AGPR, Islamabad.
8. The interested vendors/firms have to provide proof regarding financial soundness/copy of bank statement for the last six months.
9. Non blacklisting certificates on affidavit may be attached with bidding documents. (can be downloaded from PPRA website)
10. Bid security of Qualified Firms only will be returned on successful completion of the Financial Year.
11. The result of the bid evaluation, in the form of a report will be announced within ten days. In case of any complaint of bidder, Redressal Committee of this office will address grievances.
12. Further information in this regard, if any, can be sought during office hours on Phone No. 051-9255070.
13. The bids received within the stipulated time and date will be opened by the pre-qualification committee on the same day in the presence of the bidders of their authorized representatives, who choose to be present on the occasion.
14. Bids will be evaluated on aforementioned prescribed criteria as well as the pre-qualification notice.

Forfeiture of Earnest Money and Blacklisting of firm/vendor.

In case of submission of any false information/documents and any deficiency found in deliverables, the Earnest Money will be forfeited and the firm/vendor would also be disqualified/ blacklisted.

Corrupt or Fraudulent Practices.

The Purchaser observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:-

- i. Defines, for the purposes of this provision, the terms set forth below as follows:

“Corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the

Mle
Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

25

procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.

- i. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- ii. Will declare a firm ineligible and blacklisted for future participation either indefinitely or for a specific period of time as may deem appropriate by the competent authority of this office being procuring agency.

UNDERTAKING

I / We have read and agree with the above mentioned terms and conditions.

Name of Bidder/Firm _____


Signature _____

Date:

Seal

NOTE: -

BEFORE SUBMISSION OF THE BID SIGNATURE AND STAMP OF THE BIDDER ON EACH AND EVERY PAGE OF THE ORIGINAL TENDER FORM IS MANDATORY.


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

06

Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

CHECK LIST/DOCUMENT TO BE ATTACHED

Name of Firm _____

Sr. #	Pre-Requisite Documents to be provided by the Firms/Bidders	Yes / No
1.	Registered on EPADS	
2.	Earnest money	
3.	NTN No. with copy of certificate	
4.	GST No. with copy of certificate	
5.	Copy of Active Taxpayer List	
6.	IBAN Bank Account No., Branch code and Address	
7.	Stamp paper/declaration about Non-black listing	
8.	Signature and Stamp on Tender Documents	
9.	Proof of financial soundness/copy of statement for the last six months.	
10.	Address of firm alongwith Landline Telephone/Fax Numbers and contact details / whatsapp	
11.	Vendor No. issued by AGPR, Islamabad	
12.	List of atleast 5 clients alongwith work order/supply order in last two years.	

Name of Bidder/Firm

Signature. _____

Date:



Muhammad Noman
Administrative Officer
National Veterinary Laboratories
Ministry of Food Security and Research
Islamabad

Seal

Government of Pakistan
Ministry of National Food Security & Research
(National Veterinary Laboratories)


LIST OF MISC ITEMS

Sr. #.	Name of Items & Specification
1.	Power Plug Hero. Imported Best Quality
2.	Light Plug Hero. Imported Best Quality
3.	LED Tube lights (20-40 watts) Philips/Osaka
4.	Starter for tube lights
5.	Car Body Polish Cosmic (Best Quality)
6.	Dash Board Polish Kangaroo
7.	Toilet Brush With Cover
8.	Micro Fiber Duster
9.	Tea Set Complete
10.	Printy Stamp with Rubber Stamps
11.	Printy Stamp with Rubber Stamps Round
12.	Single Line handle Stamp
13.	2 Line Rubber Handel Stamp
14.	Round Rubber Handel Stamps
15.	5 line Rubber Stamps with Handle
16.	Wire cable single core (copper 120 mm)
17.	Hole Cable Lug/thimble (copper 120 mm)
18.	Fuse Link
19.	Brush Bath (Fine Quality)
20.	Broom Bance (500 g), (Best Quality)
21.	Dust Bin (Steel/Metal) Medium Size
22.	Extension lead (8 points) (Best Quality)
23.	Electric Kettle Steel Body (1.7 ltr capacity) Annex or (Best Quality)
24.	Glint antidust (500 ml)
25.	Mosquito spray Kobra (500 ml) or (Best Quality)
26.	Multiplug 15-A 250 v (Best Quality), For Powerplug
27.	Phool Broom (Best Quality)
28.	Phenyl (3 ltr)
29.	Surf small Excel (100g)
30.	Tea spoon (Best Quality)
31.	Thermos Large (3 ltr) (Best Quality)
32.	Towel Large white Best Quality (25x50 in)
33.	Tissue Roll Rose Petal
34.	Tissue Paper multicolor (Rose Petal)
35.	Quarter Plates (Best Quality)
36.	Large Plates (Best Quality)
37.	Wall Clock (Best Quality)
38.	Red Acid (400 ml)


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

08

39.	Air Freshener Lotion Admire 400 ml or equivalent
40.	Chappal Plastic No.6,7, 8, 9 and 10 (Service/Bata or equivalent Best Quality)
41.	Dettol Surface cleaner 500 ml
42.	Duster Cloth Best Quality
43.	Face Mask 3 ply with Nose pin
44.	Harpic for Toilet 450 ml
45.	Pichara Steel with handle
46.	Piano switch
47.	Piano socket
48.	2 Pin shoe Male Female
49.	Solution Tap (18 mm)
50.	Screw Black 1, 2, 2.5 inch
51.	Surf Excel (500 gram)
52.	Wiper Steel Best Quality (Large)
53.	Empty water Bottle Plastic (18.9/19 L.it) Nestle/equivalent Best Quality
54.	Electric Bell Best Quality
55.	Wiper Small for Washroom
56.	Soap Bath Dettol/Safeguard 125gm
57.	Hand Sanitizer 400ml
58.	Hand wash
59.	Cell Small AA, AAA, Toshiba/Sony or Equivalent
60.	Bleaching liquid 450ml
61.	Door Lock (Best Quality)
62.	Door Catcher (Best Quality)
63.	Sugar Pot (Best Quality)
64.	Milk Pot (Best Quality)
65.	Capacitor 85uf
66.	Capacitor, 3.5 to 4.5 uf
67.	Acetylene Gas refiling (Laboratory grade)
68.	Nitrous Oxide Gas refiling (Medical grade)
69.	CO2 Gas Cylinder refiling (Laboratory grade)
70.	Dish washer detergent (Liquid)
71.	Foot rest stool (wooden) (1*1.5*1.5 feet, H x L x W)
72.	Table Spoon/dinning Spoon (Steel, Food grade, Corrosion Resistance length 7-8 inch with 1.5-1.7 inches bow/width)
73.	Knife (Stain Less Steel, rust resistant, Food grade Plastic/wood handle, 6-8 inches black length with straight edge, & cover 4-6 inches handle length,
74.	IP CCTV Cameras Cable, (Schneider/Cat 6 Made in Taiwan)
75.	HIK Vision Network HD Camera (IP 65 Camera) (02/04 Mega Pixel)



Muhammad Noman
 Administrative Officer
 National Veterinary Laboratories
 M/o Food Security and Research
 Islamabad

09


Government of Pakistan
Ministry of National Food Security and Research
(National Veterinary Laboratory)

LIST OF STATIONERY ITEMS

S. No.	Name of Items & Specification
1.	Ball Pen Piano Dollar Note
2.	Schneider Pointer 0.6mm
3.	Box File with clip Imported Blue, Yellow, Green
4.	Computer Paper Imported AA 80 grams
5.	Computer Paper Copymat 80 grams
6.	Envelope SE-6 Brown
7.	Envelope A4 Brown
8.	Envelope A4 Brown File Cover Size
9.	Fluid Pen Kite/Best Quality
10.	Flash Drive 16GB Kingston
11.	Gum Stick 35 Gram Sensa / M&G
12.	Highlighter Mercury
13.	Plastic Separator Set (Set of 10)
14.	Plastic Separator Set A to Z (PK/100)
15.	Pin Remover KW/Best Quality
16.	Paper Cutter Large Best Quality
17.	Drafting Pad Small Imported Paper
18.	Drafting pad Large Imported Paper
19.	Ring File Plastic fine
20.	Ring File 38mm White
21.	Rolled Register Imported Paper 6, 8, 10, 12
22.	Rubber AL-30 Pelican
23.	Sheet protector A-4 (Pack of 100)
24.	Stapler Machine Opal IID-30
25.	Stapler Pin Dollar
26.	Scotch Tape 2 Inch
27.	Toner HP Laser Jet 76A M404DW (Original/China)
28.	Toner Printer HP-1200 (Original/China)
29.	Toner Printer HP-1300 (Original/China)
30.	Toner Printer HP-1320 (Original/China)
31.	Toner Printer HP-2015 (Original/China)
32.	Toner Printer HP-1000 (Original/China)
33.	Toner Printer HP-1505 (Original/China)
34.	Toner Printer HP-83 A (Original/China)
35.	Toner Printer HP-85 A (Original/China)
36.	Toner Printer HP-1010 (Original/China)
37.	Toner Printer HP-80 A (Original/China)
38.	Toner HP Laser Jet 786 (Original/China)
39.	Toner Laser Jet Pro M130 Fw
40.	HP Color Laser Jet Cp 1515N
41.	Uni Ball Eye Japan Blue, Black


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
M/o Food Security and Research
Islamabad

42.	Yellow Page for ACR (500Sheets) 80 Gram
43.	Peon Book 200 Sheets
44.	Rough pad Ring Binding (Small)
45.	Rough Pad (Large)
46.	Punch Machine Double Hole
47.	Punch Machine Single Hole Best Quality
48.	Tag/Flag (colorful)/Tag File Simple
49.	Stamp Pad Dollor/Launcher/Crystal
50.	Attendance Register (100 Pages)
51.	Calculator Casio/Citizen 12 Digit
52.	Dak Pad Rexine (Four-Flap Folder)
53.	File Diary Register
54.	File Tray 3-step Metal
55.	File Board A-4
56.	Fluid Pen
57.	Note Sheet Imported Pages (100 sheets) A-4
58.	Permanent Marker (Black, Blue) Large
59.	Permanent Marker (Blue, Black, Red, Green) Small
60.	Pencil Led Gold Fish
61.	Sticker File Yellow Small
62.	Table Set Office Best Quality
63.	Meeting Stand
64.	Board Marker, (Blue, Black)
65.	File binding Thread


Muhammed Noman
 Administrative Officer
 National Veterinary Laboratories
 Mo Food Security and Research
 Islamabad

①

Government of Pakistan
Ministry of National Food Security and Research
(National Veterinary Laboratory)

LIST OF FEEDING MATERIAL

S. No.	Name of Items & Specification
1.	Wood Shaving (Bag of 10Kg)
2.	Black Channa (Bag of 40Kg)
3.	Chokar (Bag of 30 Kg)
4.	Feed Poultry (Bag of 50Kg)


Muhammad Noman
Administrative Officer
National Veterinary Laboratories
Min Food Security and Research
Islamabad