



**Pakistan Institute of Development Economics**  
QUAID-I-AZAM UNIVERSITY CAMPUS P.O. BOX 1091, ISLAMABAD

**TENDER NOTICE NO. TRP/01/2025**  
**(OPEN FRAMEWORK AGREEMENT)**

**TENDER DOCUMENT**

**FOR**

***Repair/Maintenance of official Vehicles***





# Pakistan Institute of Development Economics

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GENERAL PRO-FORMA FOR TENDER SUBMISSION (to be filled by Bidder/firm)	
Bid/ proposal submitted for	
Firm/ Company Name	
Address: (Head office)	
Address: Office(s) in Islamabad/ Rawalpindi	
Contact Number	
Email address	
Owner(s) Name	
NTN/GST Number	
PEC Registration Number (in case of Civil work)	
Work Experience in relevant field/ Category (in Years)	
Previous reputation/ work completion certificates / evidence submitted	Yes / No
Tender document Fee Submitted	Yes / No (Rs. _____)
Earnest Money/ Bid Security Submitted	Yes / No (Rs. _____) %age _____ (If required)
Submission of undertaking that, firm has not been blacklisted by any Organization/ establishment etc.	Yes / No
Last date for tender submission <b>April 28, 2025</b>	Submitted on: ____/ ____/ 2025



# Pakistan Institute of Development Economics

QUAID-I-AZAM UNIVERSITY CAMPUS P.O. BOX 1091, ISLAMABAD

## TENDER NOTICE No. TRP/01/2025

The Pakistan Institute of Development Economics (PIDE) is a degree awarding specialized Institution in teaching and research in Economics and related Social Sciences working under the administrative control of Ministry of Planning Development and Special Initiatives, Government of Pakistan. The Institute invites Bids through e-Pak Acquisition & Disposal System (E-PADS) <https://eprocure.gov.pk> on "Single-Stage, One-Envelope" method from the reputed Firms/Contractors for **Open Framework Agreement** (for three years) having offices/setups at Islamabad/ Rawalpindi, registered with sales tax department, national tax number (NTN).

Details
<b>Tender Items for Open Framework Agreement:</b> (Bidders shall submit a single stage, one envelope)
✓ <i>Repair/Maintenance of official Vehicles</i>

The Bid Security of Rs. 50,000/- (refundable) is required to submit in hard form in the shape of pay order/bank draft in favor of Pakistan Institute of Development Economics (PIDE), Islamabad; and scanned copy of the same is required to be uploaded through E-PADS.

Complete Tendering process shall be carried out through E-PADS. Interested firms/bidders are requested to register themselves on the E-PADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on E-PADS, you may contact E-PADS UAN: 051-111-137-237.

Closing date of submission is April 28, 2025 by 11:00 hours. The bids shall be opened **half hour after the closing time** in the presence of the bidders who wish to be present in the office of the Chairman, Purchase Committee, PIDE. The Institute reserves the right to accept or reject any or all the proposal/Bids as per PPRA rules.

**(Dr. Nasir Iqbal)**

Registrar, PIDE

Quaid-i-Azam University Campus,  
Islamabad Tele # 9248051,051-9248099



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The Pakistan Institute of Development Economics (PIDE) is a degree awarding specialized Institution in teaching and research in Economics and related Social Sciences working under the administrative control of Ministry of Planning Development and Special Initiatives, Government of Pakistan.

Proposals are invited for open framework agreement from the reputed Automobile Workshops from Islamabad/Rawalpindi and registered with Sales Tax Department, having National Tax Number (NTN), for general mechanical repair/maintenance with required necessary spare parts, all electrical work, complete engine overhauling, body work (denting & painting), poshishing work, repair/maintenance of differential, AC , tuning, general maintenance, oil change, Atomizer pump & nozzles and supply of batteries, tyres and other misc. work/items if needed, etc. of the following Institute staff vehicles from time to time on need basis.

## **Vehicles Details**

1. Hino Superliner/Citiliner Bus.
2. Hino Rapidliner Costar.
3. Toyota Hiace
4. Honda City
5. Honda Civic
6. Toyota Corolla
7. Suzuki Cultus/Khyber/Bolan
8. Honda Motor Cycle

## **PURPOSE OF TENDER:**

Pakistan Institute of Development Economics (PIDE) invites **SINGLE STAGE - ONE ENVELOPE PROCEDURE** (OPEN FRAMEWORK AGREEMENT FOR THREE YEARS) under PPRA Rules from well reputed firms/vendors having minimum 5 years; experience in rendering similar services.

## **MODE OF ADVERTISEMENT(S):**

Complete Tendering process shall be carried out through EPADS. Interested firms/bidders are requested to register themselves on the EPADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237.

As per Rule 12(1&2), this tender document is being placed online at PPRA's website as well as the website of procuring agency. [www.pide.org.pk](http://www.pide.org.pk)



## **TYPE OF BIDDING (OPEN FRAMEWORK):**

As per Rule 36 (a), Single Stage-one envelope Bidding Procedure shall be followed. The said Procedure is reproduced as follows:

- i. The bid shall be a single envelope technical proposals;
- ii. In the first instance, the "**Technical Proposal**" shall be opened;
- iii. The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;
- iv. During the technical evaluation no amendments in the technical proposal shall be permitted;
- v. After the evaluation and approval of the technical proposals, the procuring agency shall call the competitive financial proposals from the technically accepted bidders from time to time, under open frame work arrangements.
- vi. The pre-qualified (technically) evaluated bidder shall be eligible to participate in the financial proposal (when called)

## **Joint Venture/Consortium:**

Joint venture/consortium are not eligible for this tender.

## **TENDER PRICE & CURRENCY:**

The quoted price shall be:

- i. In Pak Rupees;
- ii. Inclusive of all Government applicable taxes; and
- iii. Denominated in Pak Rupees;



## **TENDER ELIGIBILITY/QUALIFICATION CRITERIA**

The Technical Proposal shall contain profile of the vendors, list of clients (at least 05 public sector clients) alongwith following:

- i. Must be registered with Tax Authorities, and having valid registration of Sales Tax and NTN, **failing which will cause rejection of the bid.**
- ii. Has the capacity to carry out any type of repair & maintenance of above mentioned vehicles.
- iii. Must have experience in relevant field of 5 years.
- iv. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan (submission of undertaking on legal stamp paper is mandatory), **failing which will cause rejection of the bid.**
- v. Have the relevant full time qualified personnel as dendor, painter, electrician, mechanic and enough staff strength to fulfill the requirement of assignment.

Non fulfilment of any of qualification criteria mentioned above shall lead to disqualification.

## **OPENING OF THE TENDER:**

PIDE shall open all bids through E-PADS at the time, date, and place specified in tender notice, in presence of bidders' representatives who wish to attend the meeting and shall sign an attendance sheet as evidence of their presence.

## **TERMS AND CONDITIONS:**

- i. The proposal(s) should be submit through EPADS "which will be opened in the presence of the bidders.
- ii. The tenderer(s) shall to deposit Rs. 50,000/- as an earnest money in the form of Pay Order/Demand Draft only (Cheques are not acceptable) in favor of Pakistan Institute of Development Economics, Islamabad and scanned copy of the same is required to be uploaded through E-PADS.
- iii. The vender must have established workshop/office at Islamabad / Rawalpindi, which will be inspected by the Institute's authorized Officer (if deem necessary).
- iv. The participating firms/vendors will have to give their G.S.T./NTN number and profile
- v. Affidavit that the firm(s) /vendors have never been blacklisted.
- vi. No advance payment shall be made to successful vender and payment shall be released after completion of the job.
- vii. The Institute reserves the right to accept or reject any or all the quotations as per PPRA rules.