

No.7(27)/2025-26-Pre  
GOVERNMENT OF PAKISTAN  
MINISTRY OF ENERGY (PETROLEUM DIVISION)  
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Islamabad, the 13<sup>th</sup> October, 2025

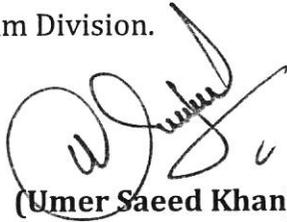
Mr. Rizwan Mehmood  
Deputy Director  
Public Procurement Regulatory Authority  
Islamabad.

SUBJECT: **PRE-QUALIFICATION OF FIRMS / VENDORS FOR REPAIR AND MAINTENANCE OF TRANSPORT, MACHINERY, FURNITURE, HARDWARE AND IT EQUIPMENT FOR THE FINANCIAL YEAR 2025-26 .**

I am directed to enclosed here with Tender Notice for pre-qualification of firms/vendors for repair & maintenance of Transport , Machinery, Furniture, Hardware and It Equipment's during financial year 2025-26, along with annual procurement plan through E-Pak's Acquisition & Disposal system on E-PADS .

2. In accordance with the section 12(1) of PPRA Rules, 2004, it is requested to upload the tender notice on the web site of the PPRA, Additionally, the uploading charge was paid in account No.0004540013100701 via AGPR, Islamabad through Token No. 773852 dated 08-10-2025 and invoice No. Nil dated 09-09-2025 (List attached).

3. This issues with the approval of Secretary, Petroleum Division.



(Umer Saeed Khan)  
Section Officer (General)  
Ph: 9208233

Copy to:-

✓ Network System Administrator, Ministry of Energy (Petroleum Division) with requested that the enclosed annual procurement plan and tender notice may please be uploaded on this Division's website.

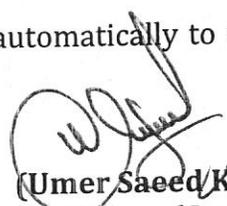
**Tender Notice**

The Ministry of Energy (Petroleum Division), Government of Pakistan, is inviting sealed bids or tenders from reputable companies, vendors, duly established workshop in Islamabad or Rawalpindi for pre-qualification for the repair and maintenance of transportation, machinery, furniture, Hardware and IT equipment during the 2025-26 fiscal year.

**Terms and Conditions:**

- i. The participating firms/vendors/suppliers must provide proof of registration with Sales Tax Department and mentioned their NTN/General Sales Tax Numbers having duly been issued by the Income Tax/Sales Departments and also be in Active Tax payer list (ALT) of FBR.
- ii. Tenders should accompany an Earnest Money (Security deposit) refundable amounting to Rs.45,000/- (Forty five thousand only) in form of Bank Draft/Pay Order in the favor of Drawing & Disbursing Officer (DDO), Petroleum Division, Pak Secretariat, Islamabad for one year. Cheque will not be accepted.
- iii. The workshop must have their own complete setup i.e spare parts availability and technical expertise in Islamabad / Rawalpindi.
- iv. Earnest Money of unsuccessful bidders will be returned/refunded after the opening of tender; However, Earnest money of successful firm(s) will be converted into "Security Deposit".
- v. The participating firms/vendors/suppliers must provide last three (03) years Bank statement, annual tax returns (FBR), Bank account maintenance certificate and telephone no of work shop.
- vi. Submission of fake, forged, unsubstantiated and false statement/documents shall be liable to legal actions i.e disqualification and Blacklisting.
- vii. An Affidavit on stamp paper of Rs.100/- that the firm has never been indulged in any litigation and has never been backlisted by any Ministry/Division/Department/Organization of the Government(s).
- viii. The tender Documents can be obtained from EPADS ([Http://eprocure.gov.pk](http://eprocure.gov.pk)) PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)) after paying Rs.1000/- (non-refundable) and slip will be attached with tender documents as evidence.
- ix. The Competent Authority reserves the right to reject all or any of the tenders/bids at any stage of the process.
- x. The work Shop on the panel shall be bound to carry out the requisite work on immediate basis when repair are referred to them even at odd hours / public Holidays also mention warranty period of item replaced. In case of arising of same fault within the warranty period, the firm shall replace the faulty part without any charges.

- xi. The proposals prepared in accordance with the instruction provided in the RFP must be submitted on E-PADS (<https://eprocure.gov.pk>) through electronic means up to 1100 hrs. on 04<sup>th</sup> November,2025 which will be opened at 1130hrs. on the same date.
- xii. E-Tenders without attachment of Bid Security in favor of DDO, Ministry of Energy, Petroleum Division will be rejected.
- xiii. In case of last day being holiday, the tender will be extended automatically to next working day.

  
**(Umer Saeed Khan)**  
Section Officer (General)

## ANNUAL PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2025-26

(under Rule 8 and 9 of the public procurement Rules,2014)

Name of the procuring Agency: **MINISTRY OF ENERGY (PETROLEUM DIVISION)**

Sr. No	Name of procurement (description)	Estimated cost (pkr)	Procurement method	Tentative date of procurement notice publication	Tentative date of award of contract	Tentative date of completion	Remarks
1.	A13001-Repair of Transport	1,000,000	Open competitive bidding	16 <sup>th</sup> October,2025	04 <sup>th</sup> November,2025	30 <sup>th</sup> June, 2026	
2.	A13101-Repair of Machinery	500,000	Open competitive bidding	16 <sup>th</sup> October,2025	04 <sup>th</sup> November,2025	30 <sup>th</sup> June, 2026	
3.	A13201-Repair of Furniture	500,000	Open competitive bidding	16 <sup>th</sup> October,2025	04 <sup>th</sup> November,2025	30 <sup>th</sup> June, 2026	
5.	A13701-Repair of Hardware	100,000	Open competitive bidding	16 <sup>th</sup> October,2025	04 <sup>th</sup> November,2025	30 <sup>th</sup> June, 2026	
4.	A13703-Repair of IT Equipment	100,000	Open competitive bidding	16 <sup>th</sup> October,2025	04 <sup>th</sup> November,2025	30 <sup>th</sup> June, 2026	