

Request for Proposal

on

**Repair of Transport, Machinery, Hardware, Furniture and
IT Equipment**

for Cyber Crimes, FIA

Tender No. FIA/CCW/2022-23/20230302-R&M

FUNDED BY

GOVERNMENT OF PAKISTAN

DIRECTOR CCW

Federal Investigation Agency (FIA)

**2nd Floor National Police Foundation Building, Mauve Area, G-10/4,
Islamabad**

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1 Chairman

Raza ul Haq
Member

Masood Ali
Member

INVITATION OF BIDS

The Director, Cybercrime Wing (CCW) of Federal Investigation Agency, hereinafter called the employer, invites tenders under sealed cover from the firms, vendors, manufacturers or dealers, directly or through their authorized agents / distributors in Pakistan, for Repair of Transport, Machinery, Hardware, Furniture and IT Equipment, for the "Cybercrime Wing (CCW) of Federal Investigation Agency (FIA)" at Islamabad.

SCHEDULE

The Schedule of subject tender documents and submission of tender are given below;

Description	Time Lines
Advertisement	12-03-2023
Last date to submit Tender Documents	28-03-2023 @ 11:00 AM
Opening of Technical Bid	28-03-2023 @ 12:00 PM
Technical Evaluation Result Announcement	04-04-2023 @ 12:00 PM

NOTE:

Cyber Crime Wing (CCW)-FIA reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. CCW-FIA will communicate any adjustment to the Schedule of Events to the potential bidders from whom CCW-FIA has received an offer/proposal.

GENERAL TERMS AND CONDITIONS

1. Public Procurement Regulatory Authority Rules 2004 will be applicable.
2. The potential bidder should be registered with sales Tax and Income Tax Department and also active on FBR Active taxpayer list (ST).
3. The Tax/General Sales Tax will be deducted at the time of payment of bill as per rules.
4. An affidavit on legal stamp paper to the effect that the firm has not been blacklisted by any Government/Semi Government organization
5. All the items/services will be delivered/performed at CCW HQs FIA by the supplier at his own expenditure.
6. A bank draft/pay order of any schedule bank of amounting to Rs.15,000/- (refundable after completion of tenure) in favour of Director CCW FIA Islamabad and receipt shall be attached with the tender.
7. Incomplete and late submitted tenders will not be entertained.
8. Sealed quotations (One Envelop of Technical Bid) with detail specifications on firm's letter head must reach Logistics Branch CCW HQs Federal Investigation Agency G-10/4, Islamabad.
9. In case of submission of fake/bogus documents or supply of defective items/services the firm will be black listed and earnest money will be forfeited.
10. The complete postal/present address/vendor No. and Bank Account No. must be entered in the tender documents.
11. The Service Provider undertakes to ensure CCW FIA that it shall supply to CCW FIA genuine products and diligent services.
12. If the Supplier fails / delays in performance of any of the obligations, under the Purchase Order/Work Order and violates any of the provisions, breach of any of the terms and conditions of the Purchase Order, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist the Supplier, either indefinitely or for a stated period and earnest money will be forfeited.
13. If the Supplier is found to have engaged in corrupt or fraudulent practices in competing for the award of the Purchase/Work Order, The Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist The Supplier, either indefinitely or for a stated period.
14. The Selected Firm/Contractor shall provide all necessary supporting documents along with GST invoice, delivery challan and other relevant documents as required by the Purchaser.
15. Payment will be made after delivery of Goods or Services or completion of Repair/Maintenance Works.
16. The bidders shall be evaluated Category wise for which they have shown their experience & potential
17. The firms will be prequalified supply of goods, services, repair/maintenance for the financial year 2022-23 & 2023-24.
18. The bidder must provide last two years bank statement.

COMPLIANCE CERTIFICATES/COMPLIANCE UNDERTAKING

(To be filled and signed by the bidder on bidder's letter head)

I, (Name); (CNIC#); (Designation), (Company Name) have gone through the Terms/Conditions of this Prequalification Document and hereby undertake and firmly bound myself to abide by/comply all sections of this Document except for those items noted below.

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The information given in Bid is true to the best of my/ our knowledge; I/ we undertake to inform purchaser Cyber Crime Wing Federal Investigation Agency, Islamabad of any changes that may take place later in the status of firms in business / agency or the management.

Signature _____

Name _____

Designation _____

Company _____

Date _____

RELEVANT SERVICES CARRIED OUT BY THE BIDDERS

Provide information on each assignment for which your firm/company and attach Work Order/SO/PO, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

S.N	Name of Department	Supply/Provision of Items/Services

PRE-QUALIFICATION FORM

Company Name					
Operational City					
National tax No.					
Sales Tax					
No. of Employees					
Office Address					
Contact No.					
E-mail Address					
Applying for Category	1	2	3	4	5
	Repair of Machinery	Repair of Hardware	Repair of Furniture	Repair of Transport	Repair of IT Equipment

CATEGORIES DETAIL

S.N	Categories	Description
01	Repair of Machinery	Repair of Photocopiers, UPS, CCTV Cameras, LED TV, Main Gate Motor, Generator etc.
02	Repair of Furniture	Repair of Chairs, Tables, Sofa Sets, File Almira, Computer Table etc.
03	Repair of Hardware	Repair of Computers, Printers, Fax Machines, Laptops, Scanners, Computer UPS etc.
04	Repair of Transport	Repair of vehicles including Motorcycles.
05	Repair of IT Equipment	Repair of IT Equipment