

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – I

(As per Rule 47 of PP Rules, 2004)

To Be Filled and Uploaded on PPRA Website in Respect of All Public Contracts of Works, Services and Goods

- NAME OF THE ORGANIZATION/DEPTT. **Directorate General of Internal Audit (IR), Islamabad**
- FEDERAL / PROVINCIAL GOVT. **Federal Government**
- TITLE OF CONTRACT. **Hiring the Services of Auto Workshops regarding Repair and Maintenance of Office Vehicles for the Financial Year 2026-2027**
- TENDER NUMBER. **TS0000011631E**
- BRIEF DESCRIPTION OF CONTRACT. **The contract is awarded to the Auto Workshops for Repair and Maintenance of Office Vehicles for the Financial Year 2026-2027**
- TENDER VALUE: **2,800,000**
- ENGINEER'S ESTIMATE **N/A**
(for civil Works only)
- ESTIMATED COMPLETION PERIOD. **Till 30.06.2027**
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN? **(Yes)**
- ADVERTISEMENT:
- (i) PPRA Website: **Yes - EPMS - TS0000011631E**
(Federal Agencies) (If yes give date and PPRA's tender number)
- (ii) News Papers **N/A** (If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) **02nd September 2026, time 12:30 PM**
- NATURE OF PURCHASE **Local** local/International
- EXTENSION IN DUE DATE (If any) **No**
- NUMBER OF TENDER DOCUMENTS SOLD **NIL - EPMS on PPRA website**
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS **(Yes)**
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS **(Yes)**
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
- a). SINGLE STAGE – ONE ENVELOPE PROCEDURE ☒
- b). SINGLE STAGE - TWO ENVELOPE PROCEDURE. ☐
- c). TWO STAGE BIDDING PROCEDURE. ☐
- d). TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. ☐

(NAILA NAZIR)
Assistant Director (Admin)
Directorate General of Internal Audit
(Land Revenue) FBR Islamabad

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.)

- WHO IS THE APPROVING AUTHORITY Director General, Internal Audit (IR), Islamabad

- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING No
- NUMBER OF BIDS RECEIVED (05)
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes
- WHETHER INTEGRITY PACT WAS SIGNED Tender value is less than 10 million therefore no need of integrity pact.


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Directorate General of Internal Audit
(Inland Revenue) FBR Islamabad

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – II

(As per Rule 47 of PP Rules, 2004)

To Be Filled and Uploaded on PPRA Website in Respect of All Public Contracts of Works, Services and Goods

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS Nil
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER: -
 - i) M/s Atif's Elevens Ventures, Rajgan Janju Market, Talimor Shareefabad, Near Ghori Town, Islamabad.
 - ii) Plant Enterprises, Shop # 121 S2, Malikabad Shopping Plaza, Rawalpindi.
 - iii) System & Power Engineering, 2nd Floor, Nisar Arcade, Commercial Area, Pakistan Town, Phase-I, Islamabad.
 - iv) Rawal Auots, Shop #7, Street # 32, Sector G-6/2, Islamabad.
 - v) Synergy Enterprises, House # 851, I-10/2 North Service Road, Islamabad.
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID). The following workshops are qualified and recommended to provide the services of Repair and Maintenance of official vehicles through request for quotation/single quotation, as and when required.
 - i) M/s Atif's Elevens Ventures, Rajgan Janju Market, Talimor Shareefabad, Near Ghori Town, Islamabad.
 - ii) Plant Enterprises, Shop # 121 S2, Malikabad Shopping Plaza, Rawalpindi.
 - iii) System & Power Engineering, 2nd Floor, Nisar Arcade, Commercial Area, Pakistan Town, Phase-I, Islamabad.
 - iv) Rawal Auots, Shop #7, Street # 32, Sector G-6/2, Islamabad.
 - v) Synergy Enterprises, House # 851, I-10/2 North Service Road, Islamabad.
- NEED ANALYSIS (Why the procurement was necessary?) **Operational Requirement**
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS (Briefly describe) **No extension has been made**
- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS: **Not required.**
- DATE OF CONTRACT SIGNING **24th September, 2026**
- CONTRACT AWARD PRICE **2,800,000.**
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS **Yes uploaded on EPMS**
- ANY COMPLAINTS RECEIVED **No.**
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS **No.**
- DEVIATION FROM QUALIFICATION CRITERIA **No.**
- SPECIAL CONDITIONS, If any **No.**


(NAILA NAZIR)
Assistant Director (Admn)
Directorate General of Internal Audit
(Finance and Revenue) FBR Islamabad

E-STAMP
(Islamabad Capital Territory)



ICT-1C72CDDC47C2862F

PSID-1012300032639489261

Rs 100/-

One Hundred Rupees Only



Purpose : AGREEMENT OR MEMORANDUM OF AN AGREEMENT - 5(ccc)
Applicant : Muhammad Saif Ali [14301-9403974-7]
S/O : Sabaz Ali Khan
Address : Islamabad
Issue Date : 23-Sep-2026, 10:33:38 AM
Delisted On/Validity : 8-Oct-2026
Paid Through Challan : 202608B1AE39E6D8
Reason : Service Agreement

نوٹ: یہ راز ختمی سند ہے جس سے پندرہ دنوں میں اس کے لیے قابل استعمال ہے۔ اس سند کی تصدیق بذریعہ وب سائٹ: www.ict.gov.pk کرنا ضروری ہے۔

Please Write Below This Line

SERVICE AGREEMENT

Hiring the services of Auto Workshops regarding Repair and Maintenance of Office Vehicles for the financial year 2026-2027- Open Framework Agreement.
Tender Reference No: TS0000011631E

This agreement is made and entered into on 24th September 2026, between the Directorate General of Internal Audit (IR), Islamabad, having its office at CDA Block No. II, 1st Floor, G-6, Islamabad, (hereinafter referred to as the "Procuring Agency - DGIA(IR), Islamabad"), and the following Auto-workshops, (hereinafter referred to as the "Qualified Auto-workshops").

- i) M/s Atif's Eleventh Ventures, Rajgan Janju Market, Talimor Shareefabad, Near Ghorri Town, Islamabad.
- ii) Plant Enterprises, Shop # 121 S2, Malikabad Shopping Plaza, Rawalpindi.
- iii) System & Power Engineering, 2nd Floor, Nisar Arcade, Commercial Area, Pakistan Town, Phase-I, Islamabad.
- iv) Rawal Auots, Shop #7, Street # 32, Sector G-6/2, Islamabad.
- v) Synergy Enterprises, House # 851, I-10/2 North Service Road, Islamabad.

2. The purpose of this agreement is to set forth the terms of contract as per the scope of services mentioned in the tender documents published on EPMS having reference # TS0000011631E dated 18.08.2026 under which the auto-workshops shall provide repair and maintenance services for official vehicles and motorcycles of GDIS(IR), Islamabad under an open framework agreement. The auto-workshops shall provide the services as and when required through quotations or single quotation (as the case may be) made by the DGIA(IR), Islamabad. The Scope of Work/Services and Terms of Contract are as under: -

Scope of Services

i. Repairing and Maintenance of Official Vehicles

- Replacement of engine oil, oil filter, air filter, AC filter, gear oil, brake oil.
- Tuning, wheel alignment & balancing, plugs changing, brake service.
- Replacement of bearings, complete engine overhauling, gearbox, steering overhauling.
- Brake disk pad, brake shoe, drum tuning, suspension work.
- AC work, denting & painting, seal cover & polish work.
- Replacement of batteries, replacement, tyres, servicing & polishing.
- All electrical and mechanical works etc.
- Any other work/spare-part related to repair of vehicles.

ii. Repairing and Maintenance of Official Motorcycles

- Oil change, tuning, wheel balancing.
- Replacement of brake shoes, brake cables, chain sets, head lights, indicators.
- Clutch cable, clutch lever, ignition switch, accelerator cables, plugs.
- Complete engine overhauling, replacement of tyres.
- All electrical and mechanical works etc.



- Any other work/spare-part related to repair of motorcycles.

Terms of Contract

- i) The supplier/auto-workshop must provide services personally, without subcontracting.
- ii) Only genuine and brand-new parts shall be installed upto the satisfaction of the procuring agency.
- iii) The auto-workshop will be bound to return old spare parts in case of replacement with new.
- iv) The warranty period of each item being replaced or repaired should be clearly mentioned in quoted rates. If the same defect has arisen again within the warranty period, the workshop will be responsible for replacing it for free of cost.
- v) The auto-workshop will be bound to carry out the requisite work on an immediate basis when the vehicle is referred to it even in odd hours/days.
- vi) The supplier/auto-workshop shall be responsible for all applicable taxes.
- vii) While submitting rates the auto-workshop should clearly show whether GST is excluded or included in the offer rates.
- viii) The payment of repeated work /repair will not be payable by the Procuring Agency if the same work occurs during a month.
- ix) The use of sub-standard, defective spare parts or low-quality components shall be rejected.
- x) Secure parking of the official vehicles must be ensured. The firm will be responsible for any loss/damage caused during providing services.
- xi) Confidentiality of all correspondence matters must be ensured.
- xii) The auto-workshop must have readily available spares, lubricants and consumables, field mechanic service and vehicle-towing facility to be made available on request whenever necessary.
- xiii) Any supplier failing to meet obligations will have their performance security forfeited.

3. This Agreement shall be valid upto 30.06.2027 commencing from the date of signing and extendable for another one (01) year based on satisfactory performance, as determined solely by the DGIA(IR), Islamabad. The bid security submitted by each Auto-workshop amounting to Rs. 100,000/- shall be treated as Performance Security/Guarantee and released upon successful completion of the contract period. The performance security shall be forfeited in case of loss to the procuring agency due to inferior quality of services which shall be communicated in writing.

4. The DGIA(IR), Islamabad may terminate this Agreement at any time by giving 15 days written notice without assigning any reason. Grounds for termination may include but are not limited to: -

- Unsatisfactory performance.
- Breach of terms and conditions.
- Blacklisting or legal conviction of auto-workshops.
- Any act causing reputational or financial loss to the Procuring Agency.

5. Any disputes arising under this Agreement shall be referred to the Grievance Redressal Committee (GRC) of DGIA(IR), Islamabad. If unresolved, the matter may be referred to the courts of competent jurisdiction in Islamabad. This Agreement shall be governed by and interpreted in accordance with the laws of Islamic Republic of Pakistan and shall comply with applicable PPRA Rules, 2004.

6. This Agreement represents the entire understanding between the Parties and supersedes any prior oral or written communication. The amendments (if made) to this Agreement must be in writing and signed by all the Parties.

IN WITNESS WHEREOF:

M/s Atif's Elevens Ventures

Name: M. Atif
 CNIC: 544006602980*
 Signature: [Signature]
 Stamp: [Stamp]

System & Power Engineering

Name: M. Umar
 CNIC: 37405-9709137-3
 Signature: [Signature]
 Stamp: [Stamp]

Plant Enterprises

Name: Usama
 CNIC: 388009000000*
 Signature: [Signature]
 Stamp: [Stamp]

Rawal Auots

Name: Rohail G
 CINC: G1101-3110524-3
 Signature: [Signature]
 Stamp: [Stamp]

RAWAL AUTOS
 Vendor No: 30021379
 NTN No: 1218638-4
 S.T.R. No: 0701870615373
 A/c. No: 0010000506690012
 Allied Bank Ltd.
 Civic Centre, G-6 Islamabad

Synergy Enterprises

Name:

CNIC:

Signature:

Stamp:

M. A. I.
38403-79912533
SYNERGY ENTERPRISES

For DGIA(IR), Islamabad

Name:

Designation:

Signature:

Stamp:

Naila Nazir

Assistant Director (Admn)

NAILA NAZIR
Assistant Director (Admn)
Directorate General of Internal Audit
(Inland Revenue), Islamabad