



GOVERNMENT OF PAKISTAN
OFFICE OF THE CHIEF COMMISSIONER (IR)

REGIONAL TAX OFFICE
TAX HOUSE, KATCHERY CHOWK
RAWALPINDI

PRE-QUALIFICATION DOCUMENTS
REPAIR OF OFFICE BUILDINGS

FINANCIAL YEAR : 2026-2027


(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

24/8/26

TERMS AND CONDITIONS:-

The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile (including Brief history of Company / Firm).
2. Income Tax / Sales Tax Returns of last two years.
3. CNIC of Proprietors / Partners / Directors.
4. NTN, Sales Tax Registration Number and ATL status.
5. Affidavit declaring that the Company is not blacklisted / under litigation with any Government Department – Federal or Provincial.
6. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
7. A pay order of Rs. 200,000/- as a bid security (refundable) in favour of "Drawing & Disbursing Officer, Regional Tax Office Rawalpindi must be attached with the e-bidding documents.
8. Any other formalities / documents that may be required by the department.

INSTRUCTIONS FOR BIDDERS:-

1. The bidders have their own office / sub-office in Islamabad / Rawalpindi and have sufficient experience in this field.
2. The bidders have bank account and vender number allotted by AGPR.
3. Original pay order should be received in the office of the undersigned, Ground Floor, Regional Tax Office, Tax House, Katchery Chowk Rawalpindi, before the opening of the bid.
4. In case of using of damaged / substandard / defective / used items & equipment, the bid security will be forfeited, in favor of Government and firm will be blacklisted, alongwith any other punitive measures that may be taken.
5. In case of any fault arising during the contract period, the bidder shall be responsible for replacing / repairing in free of cost.
6. The repair work shall be carried out up to 30-06-2027.
7. The firm should have to carry out the requisite work on immediate basis even at odd hours.
8. The Departmental Purchase Committee may require any additional document / relax in any required document.
9. The Departmental Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules.

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi


24/8/26



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OFFICE OF THE CHIEF COMMISSIONER (IR)

REGIONAL TAX OFFICE
TAX HOUSE, KATCHERY CHOWK
RAWALPINDI

PRE-QUALIFICATION DOCUMENTS
REPAIR OF RESIDENTIAL BUILDINGS
FINANCIAL YEAR : 2026-2027

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

[Signature]
24/8/26

TERMS AND CONDITIONS:-

The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile (including Brief history of Company / Firm).
2. Income Tax / Sales Tax Returns of last two years.
3. CNIC of Proprietors / Partners / Directors.
4. NTN, Sales Tax Registration Number and ATL status.
5. Affidavit declaring that the Company is not blacklisted / under litigation with any Government Department – Federal or Provincial.
6. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
7. A pay order of Rs. 200,000/- as a bid security (refundable) in favour of "Drawing & Disbursing Officer, Regional Tax Office Rawalpindi must be attached with the e-bidding documents.
8. Any other formalities / documents that may be required by the department.

INSTRUCTIONS FOR BIDDERS:-

1. The bidders have their own office / sub-office in Islamabad / Rawalpindi and have sufficient experience in this field.
2. The bidders have bank account and vender number allotted by AGPR.
3. Original pay order should be received in the office of the undersigned, Ground Floor, Regional Tax Office, Tax House, Katchery Chowk Rawalpindi, before the opening of the bid.
4. In case of using of damaged / substandard / defective / used items & equipment, the bid security will be forfeited, in favor of Government and firm will be blacklisted, alongwith any other punitive measures that may be taken.
5. In case of any fault arising during the contract period, the bidder shall be responsible for replacing / repairing in free of cost.
6. The repair work shall be carried out up to 30-06-2027.
7. The firm should have to carry out the requisite work on immediate basis even at odd hours.
8. The Departmental Purchase Committee may require any additional document / relax in any required document.
9. The Departmental Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules.


(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
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**REGIONAL TAX OFFICE
TAX HOUSE, KATCHERY CHOWK
RAWALPINDI**

PRE-QUALIFICATION DOCUMENTS

REPAIR OF TRANSPORT

FINANCIAL YEAR : 2026-2027

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

TERMS AND CONDITIONS:-

The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile (including Brief history of Company / Firm Income Tax / Sales Tax Returns of last two year).
2. CNIC of Proprietors / Partners / Directors.
3. NTN, Sales Tax Registration Number and ATL status.
4. Affidavit declaring that the Company is not blacklisted / under litigation with any Government Department – Federal or Provincial.
5. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
6. Any other formality / document that may be required by the department.
7. A pay order of Rs. 300,000/- as a bid security (refundable) in favour of "Drawing & Disbursing Officer, Regional Tax Office Rawalpindi must be attached with the e-bidding documents.

INSTRUCTIONS FOR BIDDERS:-

1. The bidders have their own office / sub-office in Islamabad / Rawalpindi and have sufficient experience in this field.
2. The bidders have bank account and vender number allotted by AGPR.
3. Original pay order must be received in the office of the undersigned, Ground Floor, Regional Tax Office, Tax House, Katchery Chowk Rawalpindi, before the opening of the bid.
4. In case of using of damaged / substandard / defective / used items & equipment, the bid security will be forfeited, in favor of Government and firm will be blacklisted, alongwith any other punitive measures that may be taken.
5. In case of any fault arising during the contract period, the bidder shall be responsible for replacing / repairing in free of cost.
6. The bidders have their own mechanical workshop, denting painting work and wheel alignment/ balancing equipment etc.
7. The Departmental Purchase Committee / representative may visit any time at the workshop.
8. The firm should have to carry out the requisite work on immediate basis even at odd hours.
9. The Departmental Purchase Committee may require any additional document / relax in any required document.
10. The Departmental Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules.


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**REGIONAL TAX OFFICE
TAX HOUSE, KATCHERY CHOWK
RAWALPINDI**

**PRE-QUALIFICATION DOCUMENTS
REPAIR OF MACHINERY & EQUIPMENT**

FINANCIAL YEAR : 2026-2027


(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

TERMS AND CONDITIONS:-

The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile (including Brief history of Company / Firm
2. Income Tax / Sales Tax Returns of last two years.
3. CNIC of Proprietors / Partners / Directors.
4. NTN, Sales Tax Registration Number and ATL status.
5. Affidavit declaring that the Company is not blacklisted / under litigation with any Government Department – Federal or Provincial.
6. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
7. Any other formality / document that may be required by the department.

INSTRUCTIONS FOR BIDDERS:-

1. The bidders have their own office / sub-office in Islamabad / Rawalpindi and have sufficient experience in this field.
2. The bidders have bank account and vender number allotted by AGPR.
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4. In case of any fault arising during the contract period, the bidder shall be responsible for replacing / repairing in free of cost.
5. The repair work shall be carried out up to **30-06-2027**.
6. The firm should carry out the requisite work on immediate basis even at odd hours.
7. The Departmental Purchase Committee may require any additional document / **relax in** any required document.
8. The Departmental Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules.

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admin)
Regional Tax Office, Rawalpindi

LIST OF ITEMS OF MACHINERY & EQUIPMENT (A13101)	
S. No.	Item Name
1.	Photocopier Machines (All brands).
2.	Split Air Condition (All brand)
3.	Fax Machine (All brands).
4.	Electric Geyser (All brands).
5.	Plastic Exhaust Fans (All brands).
6.	Metal Exhaust Fans (All brands).
7.	Louver Brackets Fans (All brands).
8.	Plastic False Ceiling Exhaust Fans (All brands).
9.	HD Smart LED TV (All brands).
10.	Generator (All brands).
11.	UPS (All brands).
12.	LED Lights (All brands).
13.	Injector (All brands).
14.	Air Coolers (All brands).
15.	Refrigerator (All brands).
16.	Water Dispenser (All brands).
17.	Two-way Electric motor (All brands).
18.	Microwave Oven (All brands).
19.	Telephone Exchange (All brands).
20.	Water Motors.
21.	All kind of lift
22.	Any other item of Machinery & equipment not mentioned above.


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**PRE-QUALIFICATION DOCUMENTS
REPAIR OF FURNITURE & FIXTURE**

FINANCIAL YEAR : 2026-2027

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

TERMS AND CONDITIONS:-

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1. Company / Firm profile (including Brief history of Company / Firm
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6. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
7. Any other formality / document that may be required by the department.

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LIST OF ITEMS OF FURNITURE & FIXTURE (A13201)	
S. No.	Item Name
1.	Officers Chairs
2.	Officer Tables
3.	Revolving Chairs
4.	Visitors Chairs
5.	Staff Chairs
6.	Staff Tables
7.	Computer Revolving Chairs
8.	Cabinets
9.	Wooden Work Stations
10.	Sofa Set
11.	Repair of Aluminum / Wooden Doors
12.	Wooden Partitions
13.	Any other kind of Repairing Works (Furniture & Fixture)
14.	Repair of Steel Racks
15.	Repair of Wooden Almirah / Drawers
16.	Any other items of furniture & fixture not mentioned above.


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PRE-QUALIFICATION DOCUMENTS

REPAIR OF HARDWARE

FINANCIAL YEAR : 2026-2027

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04. REPAIR OF HARDWARE (A13701)	
S. No.	Item Name
1.	Printers (all branded)
2.	CPUs (all branded)
3.	Monitors (all branded)
4.	Keyboards (all branded)
5.	Laptops (all branded)
6.	Scanners (all branded)
7.	Multimedia
8.	Multimedia Screen
9.	Any other item of Hardwar not mentioned above.

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**PRE-QUALIFICATION DOCUMENTS
REPAIR OF I. T. EQUIPMENT**

FINANCIAL YEAR : 2026-2027


24/10/26

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LIST OF ITEMS OF I. T. EQUIPMENT (A13703)	
S. No.	Item Name
1.	Repair / replacement of Network Cable
2.	DVR / MVR / CCTV Camera
3.	Any other work pertains to I. T. Equipment.

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