

Tender Notice

Preparation of fixed assets register and fixing of tamper evident tags on PRC's fixed assets

Tender # PRC/BP/FAT/2013

Pakistan Reinsurance Company (PRCL) intends to hire services from experienced and well repute companies/firms for preparation of fixed assets register and fixing of tamper evident tags size 1 inch X 3 inch on PRC's fixed assets. The parties/firms will prepare fixed assets register and also arrange to fix the tags to the fixed assets of PRC themselves. Interested parties/firms may visit the PRCL to inspect/examine the fixed assets of PRC on any working day (Monday to Friday) from 10:00 a.m. to 04:00 p.m. The said work/job may be completed within 15 days after award of contract/job.

Profile of the firm:

Profile of the firm should consist of:

- Name, Address, Phone/Fax Number, E-mail of the Firm
- Detail profile of the firm identifying the service offered, office locations/strength in Pakistan and especially in Karachi
- National Tax Number and Income Tax Clearance Certificates
- Affidavits on stamps paper duly attested by the Oath Commissioner to the effect that the Firm has neither been black listed nor any contract rescinded in the past for non-fulfillment of contractual obligations or its affiliated firm/ department
- Particulars of arbitration/litigation, if any, entered into by the firm and the results of it

The interested Firms should send their "Technical Proposals" and "Financial Proposals" in separate sealed envelopes clearly marked as "Technical Proposal" and "Financial Proposal" by keeping both the proposals in one sealed envelope in accordance with PPRA Rule. Financial Proposal of only those firms will be opened who will meet the eligibility criteria. A Pay Order of 2% earnest money of the total cost shall be attached to the "Technical Proposal".

The proposals addressed to the Executive Director (HR), PRCL, Karachi should be dropped in the tender box placed at 14th floor, PRC Towers, M. T. Khan Road, Karachi on or before 10/09/2013 at 11:00 a.m. which will be opened on the same date at 11:30 a.m. in the presence of the bidders or their representatives, who wish to be present at the time of opening of tender.

(Muhammad Ismail)

Assistant Manager (Building Project)

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