

TENDER DOCUMENTS

Revamping and Repair of Meteorological Store, Islamabad



No. I&P/Revamping/Repair/Store/25-26

Pakistan Meteorological Department

Sector H-8/2,

Islamabad,

December, 2025

Tender Notice

Sealed Tenders are invited on **F.O.R Islamabad basis Through PPRA EPADS** from reputed Suppliers / Authorized Dealers registered with Income Tax and Sales Tax Departments for following revamping, repair of the Meteorological Store at the HQs Office Pakistan Meteorological Department:

S. No	Items Name	Closing Date & Time	Bid Opening Date & Time
1.	<u>Revamping and Repair of Meteorological Store, Islamabad</u>	19-01-2026 at 10:30PST	19-01-2026 at 11:00PST

Terms and Conditions:

1. Bid Security (2% of the Offer) in shape of Bank Draft / Pay Order in favor of D.G. Met. Services, Islamabad should be submitted with the Bid.
2. The quantity of the items can be increased/ decreased subject to funds availability.
3. Incomplete or late received offer will not be considered, closing date and time of Bid is 19th January, 2026. at 1030PST and opening date and time is 19th January, 2026 at 1100PST.
4. The Procuring Agency reserves the right to cancel the bidding process at any stage without assigning any reason.
5. The successful bidders will furnish performance guarantee in the shape of CDR/Pay Order/Bank Draft @ 5% of his supply order in favour of D.G. Met. Services till the completion of work.
6. Method of Single Stage Two Envelope Bidding Procedure under Rule 36(b) of Public Procurement Rules, 2004 will be used.
7. Bidding documents having detailed specifications are available free of cost at the website www.pmd.gov.pk PPRA EPADS www.eprocure.gov.pk as well as www.ppra.org.pk

Note: All Firms are directed to quote their Bids online through PPRA E-PADS as well as original Bids must be submitted in hard forms to I&P Section, PMD Headquarters office, Islamabad

(Muhammad Hussam Khan)
Deputy Chief Admin Officer
Ph.00-92-51-9250286, Fax: 00-92-51-9250368

Section 1

Specifications

Revamping and Repair of Centralized Met Store, Islamabad

Objective:

To repair, renovate, and enhance the operational efficiency, safety, and aesthetics of the Meteorological Store, Islamabad, through labor and services.

1. Scope of Work (SOW)

The contractor shall perform the following tasks:

1.1 Civil and Structural Works

- Repair and refurbishment of walls, floors, and ceilings (patching cracks, surface leveling, plaster repairs).
- Repair or adjustment of damaged doors, windows, and shutters (labor only, materials supplied by client).
- Minor masonry repairs as required.
- Painting and finishing works (labor only; paints supplied by client).

1.2 Electrical Works

- Repair, rewiring, and testing of electrical circuits.
- Replacement or fixing of damaged wiring, switches, and sockets (materials supplied by client).
- Functional testing of lighting and electrical outlets.

1.3 HVAC / Ventilation

- Cleaning and minor adjustment of existing ventilation systems.
- Ensure proper airflow and operation of exhaust systems.

1.4 Plumbing and Water Supply

- Repair of existing pipelines, taps, and drainage systems (no material supply included).
- Ensure leak-free water supply and proper drainage.

1.5 Carpentry and Joinery

- Repair of existing shelves, racks, cabinets, and storage units.
- Strengthening joints, hinges, and doors.

1.6 Positive Enhancements / Value-Added Works

- Reorganize storage zones to improve workflow efficiency.
- Install a labeling or marking system for faster retrieval of items (labor only).
- Minor aesthetic improvements, such as polishing, cleaning, and uniform finishing of existing furniture and fixtures.
- Proactive maintenance checks for plumbing, electrical, and structural systems.

1.7 Miscellaneous

- Removal of debris and cleaning of the store area after repair and enhancements.

Terms & Conditions:

1. **Earnest money/ Bid Security @ 2%** in the shape of Bank Draft/Pay order in favour of D.G Met. Services must be submitted with the offer.
2. Bidders must submit copies of their registration of Sales Tax and Income Tax.
3. Eligibility Criteria: Participating firm must be, fully experienced and registered with Govt. Authorities (FBR etc.).
4. Bidder must submit on stamp paper
 - (i) That there are no pending liabilities in respect of the bidder/ firm against any government/semi-government department/ organization
 - (ii) That the bidder has not been black listed by any government/ semi-government department/ organization. Legal documents can be asked by the buyer, if required.
5. **BID VALIDITY:** Bids shall remain valid for a period of at least **120 days** after the date of opening of financial proposals.

In exceptional circumstances, prior to expiry of the original bid validity period, the Buyer may request that the bidders extend the period of validity for a specified additional period. The request and the responses there to shall be made in writing or by electronic mode. A bidder will not be required or permitted to modify its bid, but will be required to extend the validity of its bid security for the period of the extension.
6. **Prices must be quoted in Pak Rupees only including all applicable Govt. of Pakistan taxes & GST.**
7. **The successful bidders will furnish performance guarantee in the shape of CDR/Pay Order/Bank Draft @ 5% of his supply order in favour of D.G. Met. Services till the completion of the work.**
8. The last date for the submission of tender is 19th January, 2026 at 10.30 Hours PST and will be opened on the same day at 1100 hours PST in the presence of bidders or their representatives.
9. Time Period for the completion of task is Sixty (60) days after signing the contract.
10. The quantity of the items can be increased/ decreased.
11. The Procuring Agency reserves the right to cancel the bidding process at any stage without assigning any reason.
12. Taxes will be deducted as per Government rules.
13. The payment against supply of items will be made through crossed cheque(s) in Pak Rupees by the Department to the supplier after satisfactory supply of goods and technical report submitted by the Technical Committee.
14. Any bid found in deviation / violation / without earnest money would liable to be rejected.
15. Bidding documents having detailed specifications are available free of cost at the website www.pmd.gov.pk PPRA EPADS www.eprocure.gov.pk as well as www.ppra.org.pk