

No. Admn.F.2-25/2023/PBRR
Government of Pakistan
Plant Breeder's Rights Registry
Mauve Area, G-9/4,

PRE-QUALIFICATION NOTICE

Plant Breeder's Rights Registry (PBR Registry) intends to pre-qualify firms/ vendors/workshops/ registered with sales Tax / Income Tax Departments and are on Active Taxpayer List (ATL) of FBR having their own office /stock / manpower / expertise/workshop in Islamabad / Rawalpindi for following procurement, works and service required during the Financial Year 2025-26 under Rule-15 read 42(a)(b) of PP Rules, 2004 amended from time to time. Details are as under: -

Sr.#	Pre-Qualification Description	Annual Budget/Estimated Expenditure 2025-26 (Rs.)	Bid Security / Earnest Money
1.	Pre-Qualification of Workshops for Repair / Maintenance work of official vehicles of Plant Breeder's Rights Registry (PBRR) during Financial year 2025-26.	660,000/-	Rs. 2000/-
2.	Pre-Qualification of Firms / Vendors for the General Store/Stationery items/Misc. purchases / other petty purchase during FY 2025-26 Non-Tender items in terms of Rule 42 of PPR, 2004 amended from time.	1000,000/-	Rs. 2000/-
3.	Pre-qualification of firms for repair/maintenance of Plants, Machinery & Equipment's e-g Photocopier Machine, Air Conditioners, Water Dispenser, all kinds of fans, Heaters, Water motor Pump, and UPS & Battery and other related work	300,000/-	Rs.2000/-
4.	Pre-qualification of firms for purchase/repair/maintenance of Computer/IT-Equipment e.g. Hardware repair, LED's Multimedia, CCTV Cameras, Sound System & Speakers, Video & Audio Conference System, Bio-Matric Machine and DSLR camera, Computer, Laptop, Printers, LED,s Fax Machine, Scanner, and LAN Devices including Wi-Fi (wireless) network devices and other repair work.	450,000/-	Rs.2000/-

2. Pre-Qualification bids would be collected (also available on department and PPRA website) and opened as per following schedule: -

Date of Collection of Bidding/Prequalification Documents.	From 06.10.2025 during office hours (on written request) from PBR Registry Headquarters Mauve Area G 9/4, Islamabad.
Closing date, time and place for receiving of sealed Bids/Prequalification.	Till 20.10.2025 at upto 11:00am Committee Room PBR Registry Headquarters Mauve Area G 9/4, Islamabad.
Date, Time & Place of publicity of Tender/prequalification Bids.	On 20.10.2025 at 11:30am , Committee Room PBR Registry Headquarters Mauve Area G 9/4, Islamabad

3. The bid security/earnest money, earmarked above in the shape of Pay Order / Demand Draft/ Call Deposit in favor of Drawing and Disbursing Officer (DDO), PBR Registry along with bid documents should be submitted physically on or before 11:00 A.M by 20.10.2025 in Committee Room

[Handwritten signature]

PBR Registry Headquarters Mauve Area G 9/4, Islamabad. Pre-qualification Bids will be opened on the same date at 11:30 am in terms of Rule 28 of PPR 2004.

4. Pre-Qualification documents containing detailed terms and conditions can be collected free of cost from the Assistant Director (Admin) PBR Registry during office timings and are also available on official websites of PBR Registry www.pbr.gov.pk and www.ppra.gov.pk. The procuring agency reserves rights to accept or reject any or all bids / proposals in accordance with Rule-33 of PP Rules-2004 amended from time to time.



(Muhammad Taimoor)

Assistant Director (Admin)
Plant Breeders' Rights Registry,
Mauve Area G 9/4, Islamabad
Ph: 92060943

FIRM NAME _____

Sr.	Pre-Requisite Documents to be provided by the Firms / Vendor	Yes/No
1.	NTN No. with copy of certificate	
2.	GST No. with copy of certificate	
3.	Copy of Active Taxpayer List	
4.	Vendor No. by AGPR	
5.	Bank Name & Account No.	
6.	Stamp paper /declaration of Non-black listing	
7.	Contact information (phone number & address)	

Signature (Authorized/Person/Proprietor):

Name of Authorized Person:

Name/address of Firm:



TERMS & CONDITIONS

- i). The Supplier/firms on the panel shall be bound to supply required items and carry out the requisite work at the earliest when work is referred to them even at odd hours/ public Holidays while ensuring quality and timely service in a transparent manner as and when required in accordance with all applicable laws, rules and regulations.
- ii). The Firms shall be bound to return old spare parts in case of replacement with the new ones
- iii). All payments will be made through AGPR, Islamabad.
- iv). Bid Security of the qualifying firms/Supplier will be returned on successful completion of the Financial Year.
- v). The result of the prequalification evaluation will be announced within ten days. In case of any complaint of bidder, Redressal Committee of Plant Breeders' Rights Registry will address grievances.
- vi). Each Firm/vendor is required to nominate a Focal person along with full contact detail, for coordination and immediate response.
- vii). Affidavit for non-blacklisting of the supplierfirm/vendor would be provided on stamp paper/ affidavit amounting to Rs.100/-.
- viii) Firms should have their own state-of-the-art office/workshop with proper tools/equipments at Islamabad/ Rawalpindi.
- ix) Firms must have General Sales Tax Registration, National Tax Number and is on active taxpayer list (ALT) of FBR. The firm should have bank account and vendor number assigned by AGPR.
- x). For prequalification, firms having experience, capability and resources may apply along with the following information and documents: -
 - a). Name of the firm along with postal address, Phone & Fax numbers.
 - b). List of Key personal & detail of Technical staff.
 - c). Affidavit for not blacklisted.
- xi). Successful Supplier/firms shall be responsible to supply required items and carry out services after approval of their quotation during the whole year.
- xii). Firms shall respond on receipt of work order at the earliest.
- xiii). Pre-qualification of firms will be processed in light of clause 15 to 19 of PPRA Rules, 2004.
- xiv). Only pre-qualified firms/companies/workshops will be eligible to do business with Plant Breeders' Rights Registry during the financial year 2025-26.
- xxx. Prequalification Committee may conduct physical visit of office/workshop before prequalification.

2. I/ we have gone through each and every clauses and agreed upon the above mentioned Terms & Conditions.

Signature (Authorized/Person/Proprietor):

Name of Authorized Person:

Name/address of Firm:

