

PRE-QUALIFICATION / REGISTRATION OF SUPPLIERS, SERVICE PROVIDERS AND CONTRACTORS

ICMA invites competent **SUPPLIERS / SERVICE PROVIDERS** for registration and pre-qualification to provide various types of goods and render diversified services on as and when requested basis for its Head Office and other campuses located at **Karachi, Hyderabad, Faisalabad, Multan, Lahore, Islamabad, Quetta and Peshawar**. The Suppliers, Vendors, Service Providers Contractors etc. are required in the following areas:

SUPPLIERS

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| <ol style="list-style-type: none"> 1. Stationery Items and Office Supplies; 2. Computer Hardware & Accessories, Network and Communication Tools; 3. Printing Paper and Art Card Suppliers; 4. Furniture & Fixtures, Chairs, Tables, etc.; | <ol style="list-style-type: none"> 5. Electrical and Electronics Items; 6. Plaques, Mementos, Souvenirs, Corporate Giveaways Suppliers; 7. Security Equipment, Cameras, CCTV, etc.; 8. Booksellers; |
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SERVICE PROVIDERS

a. Contractual Services

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| <ol style="list-style-type: none"> 1. Travel Agents and Ticketing Services; 2. In-house Cafeteria / Canteen Services; 3. Security Guard Services; 4. Janitorial Services; | <ol style="list-style-type: none"> 5. A/Cs Repair & Maintenance; 6. IT Hardware Repair and Maintenance; 7. General Services for Repair and Maintenance; 8. Fumigation (Pest) Services; |
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b. Specialized Services

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| <ol style="list-style-type: none"> 1. Graphics Designing / Composing Services; 2. Book Binding, Compiling, etc.; 3. Digital and Ordinary Identification Card Making; 4. Networking and Data Cables Repair & Maintenance; 5. Agencies for managing and coordinating the digital and social media pages/handles and implementing social media strategies; 6. Printing and Publications of Magazines / Newsletters including Off-set, Penaflex, Banner, etc.; 7. Services of Diesel Generators, Photocopiers, Laser I other Printers, PABX, etc.; | <ol style="list-style-type: none"> 8. UPS, Dry Battery, Stabilizer, etc. Repair & Maintenance; 9. Electrical Wiring, Plumbing, etc.; 10. Advertising Agency/Firm; 11. Social Media Management Services; 12. Internet, Communication and Broadband Services; 13. Insurance (General, Health, Life) and Takaful Services; 14. Fire Fighting Equipments & Accessories; |
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c. Rental Services

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| <ol style="list-style-type: none"> 1. Rent-a-Car / Van / Bus Rental Services; 2. Security Equipment; | <ol style="list-style-type: none"> 3. Photocopying Services; 4. Valet Parking Service providers |
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d. Miscellaneous Services

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| <ol style="list-style-type: none"> 1. Guest / Hotel Rooms Services; 2. Interior Designer / Architect / Constructions & Civil works; 3. Engineering Consultants; 4. Catering Services; 5. Curtain, Blinds, Chairs, Repair & Maintenance; | <ol style="list-style-type: none"> 6. Motor Vehicle Repair and Maintenance; 7. Sanitary and Hardware Items; 8. Contractors to provide Carpenter, Painter, Sewage Cleaner, Plumber, Electrician, Mason, and other skilled labor; |
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EOI Submission:

The interested suppliers / contractors may register / pre-qualify their firm by providing their business details on a prescribed Pre- Qualification / Registration document. EOI's documents with all requisite information shall be submitted in a sealed envelope. Financial bids/ quotes (as and when required basis for different tasks) will be sought from the Registered / pre-qualified suppliers/contractor.

Issuance deadline: The EOI document/ Terms of References (TORs) can be obtained through an email request at procurement@icmap.com.pk till September 15, 2023.

Submission Deadline: Friday, September 15, 2023 by 1100 hours;

EOI opening:

The sealed envelopes of bidders will be opened at 11:30 hours on September 15, 2023 at ICMA's Head Office Karachi in the presence of bidders or their authorized representatives to be connected through video link facilities at Faisalabad, Lahore, Islamabad and Multan.

For Information, Issuance and Submission of TOR, please contact as follows:

Director HR & Administration

Institute of Cost and Management Accountants of Pakistan

ICMA Building, ST-18/C, ICMAP Avenue, Block 6, Gulshan-e-Iqbal, Karachi-75300.

Tel: (92-21) 99243900; Fax: (92-21) 99243342 Email: procurement@icmap.com.pk, URL: www.icmainternational.com