

TERMS & CONDITIONS

1. The Procuring Agency has the right to reject all bids as per provisions of PPRA Rule 33.
2. Procedure of open competitive bidding will be single stage two envelope in accordance with PPRA Rules 36(b). One main envelope should contain two separate sealed envelopes marked as technical and financial bids.
3. Financial bids of technically qualified bidders will only be opened. Financial bids will be returned unopened to the technically unqualified bidders.
4. The amount of the bid must be in Pak rupees. The language of the bid is English and alternative bids shall not be considered. The bid validity period shall be 90 days.
5. The rate quoted shall correspond to 100% of the requirements specified in Annexure-B and must remain valid for 12 months.
6. Bids must be inclusive of all applicable taxes and the same will be deducted as per prevailing rules of FBR.
7. The bids received after the due date and time will not be entertained.
8. In light of PPRA Rule 18, NESPAK shall disqualify Property Agents/Owners if it finds at any time that the information submitted by the Landlords/Property Agents/Owners is false and materially inaccurate.
9. Sealed bids must be submitted on or before **January 22, 2024** at **given address**. Technical bids will be opened on the same day on 1430hrs in the presence of bidder or their representatives who may choose to attend.
10. The most advantageous bidder shall be engaged in an agreement.
11. The envelopes shall be clearly mentioned, **“Confidential - only to be opened by the authorized person(s)”**.
12. The building being offered must be free of encumbrances and from all types of litigation.
13. Previous utilities bills of the building must be paid by the owner prior to signing of lease agreement.
14. Bidders should clearly mention total Sq.ft. area of the house, location, complete address, monthly rent, and detail of other facilities like availability of water, electricity, gas etc. Owner’s complete name, address, CNIC number and contact number. Advance security deposit will be paid for One Month only.
15. The successful bidder will have to sign an extendable annual lease agreement on mutually agreed terms and time period.
16. Property Agent’s commission(s) if any will be paid by the owner of the building.

Evaluation Criteria

	Technical Attributes	Evaluation Criteria
1.	Owner's CNIC	Duly attested.
2.	Ownership of the premises	The owner of the property must have confirmed ownership/power of attorney of the building, should not be a disputed building.
3.	Location of the Premises/ easy accessibility	Building should be located on easy access road and preferably nearby established commercial area.
4.	Parking Space	Sufficient Parking space should be available for minimum parking of 03 cars.
5.	Covered area	Total covered area in square feet (not less than 5000 Sq.ft.)
6.	Utilities	Sufficient water availability i.e. Functional water bore facility or operational Govt. water connection, dedicated legal electric and Sui Gas connection.
7.	Building Condition.	Building should be in good condition with no material or latent defect.
8.	NTN certificate	Owners / or Agent

1. Bids if found eligible and in compliance with the “**Evaluation Criteria**” shall only be considered for further evaluation and shall be visited for physical inspection.
2. Bids fulfilling the “**Evaluation Criteria**” and the lowest per sqft rate (per month) will be selected for agreement with the Owner/Property Agent.

TECHNICAL BID

Sr. #	Description	Attached Yes/No
1.	Owner's CNIC dully attested	
2.	Ownership proof / Power of attorney	
3.	NTN Certificate	
4.	Address of the building being offered on monthly rental basis	

Name of the bidder: _____

Bidder's CNIC: _____

Signature of the bidder: _____

Contact # of the bidder: _____

Date: _____

FINANCIAL BID

Sr. #	Address of the building being offered	Total covered Area (offered building in Sqft)	Rent per month (RS) (inclusive of all taxes)	Owner's Signature
1.				

Name of the bidder: _____

Bidder's CNIC: _____

Signature of the bidder: _____

Contact # of the bidder: _____

Date: _____