



NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED

BIDDING DOCUMENTS

FOR

**RENTING OUT OF HOUSE NO 217 BLOCK U PHASE II DHA
LAHORE**

NOVEMBER 2024



NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED
Human Resources Division, NESPAK House, 1-C, Block-N, Model Town Extension,
Lahore



**BIDDING DOCUMENTS
FOR
RENTING OUT OF HOUSE NO 217 BLOCK U PHASE II DHA LAHORE**

Terms and Conditions

1. Scope of Building

National Engineering Services Pakistan (Pvt.) Limited (NESPAK) invites sealed Bids from the eligible Bidders registered with Income Tax Department and who are on active taxpayers list of the Federal Board of revenue, for renting out of Two Kanal House located at DHA Phase II Lahore.

- 2 Kanal Luxurious Double Storey House Phase II DHA Lahore.
- Excellent Location and Easily Approachable Area.
- Ultra-Modern Architectural Design.
- 5 Bedrooms with Attached Luxury Baths.
- Covered Area Approx 9000 Sq.ft.
- Imported Fittings and Fixtures.
- Lavish Drawing and Dining Room.
- Spacious TV Lounge.
- Imported Kitchen.
- 2 Servant Quarters and Maids Room.
- Huge Lush Green Lawn.
- BarBQ Open Area.

Note : The property can be visited between 11 am to 04 pm on Monday to Friday.

2. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its Bid and NESPAK will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3. Validity of the Bids

The Bids shall remain valid for a period of Ninety (90) days after the date of bid opening.

4. Bid Security

Bid Security amounting to PKR 100,000 must be attached with Bid in the form of **demand draft/pay order/CDR** in the name of National Engineering Services Pakistan (Pvt.) Limited. Any Bid not accompanied by an acceptable Bid Security shall be rejected by NESPAK as non-responsive.

The Bid Security of two most advantageous Bidders will be retained till finalization of the renting process, all other bids will be returned in 7 days time from Bid opening; whereas the Bid Security of successful Bidder will not be refundable and will be adjusted against balance payment.



5. Prices, Currency of Bid and Payment

The prices shall be quoted by the Bidder entirely in Pak Rupees and the payment shall also be made in Pak Rupees. The bidders will quote their price exclusive of all applicable taxes, taxes will be liability of the Employer as per Law.

If the successful bidder defaults in making the payment after approval, in that event, NESPAK would be entitled to cancel the acceptance and may accord approval to the second highest bidder or, otherwise, may opt for re-bidding.

The second most advantageous bidder may be given acceptance in case of cancellation of offer to the first highest bidder only if the offer of second most advantageous bidder is found up to the mark and also subject to the approval of NESPAK Competent Authority. It is clarified that cancellation of offer of the first most advantageous bidder will not create any automatic developing of any right on second most advantageous bidder.

The successful bidder will pay six (06) month's rent as advance payment and deposit a security (refundable) equivalent to three (03) month's rent before signing agreement with the Employer.

6. Bid Submission, Opening and Clarification

The Bid comprising the documents listed hereof shall be sealed in an envelope titled as "Bid for House No 217 Block U Phase II DHA Lahore".

The Bid, prepared in accordance with the above provisions must be submitted latest by deadline for submission of Bids mentioned in Invitation to Bid. The Bids will be opened on same day in the presence of the Bidders, authorized representatives.

The Bidder's name, Bid Price, and such other details will be announced by NESPAK at the opening of Bids. NESPAK will record the minutes of the bid opening. Bidders or their representatives who choose to attend shall sign the attendance sheet.

To assist in the examination, evaluation and comparison of Bids NESPAK may, at its discretion, ask the Bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

7. Bidding Requirements

A substantially responsive Bid is one which meets the following requirements:

Sr. No.	Compliance Requirement	Submission Requirement
1	The Bidder shall be registered with Income Tax Department and be on Active Taxpayers List of the Federal Board of Revenue.	NTN Certificate / extract of Active Taxpayer List
2	There shall be no litigation against the Bidder and the Bidder shall not have been under temporary suspension or declared blacklisted or debarred by NESPAK, DHA or any Government/Semi Government/Public Department in Pakistan.	An undertaking on affidavit of Rs 300/- attested by notary public (sample attached)



The Bids meeting the above-stated bidding requirements shall be considered substantially responsive. A Bid determined as non-responsive will be rejected by NESPAK and will not subsequently be made responsive by correction of the non-conformity.

Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by the Employer, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

8. Documents Comprising the Bid

The Bid shall be submitted in a sealed envelope and must contain documents as per Clause 7 of the Bidding Documents.

9. HANDING OVER POSSESSION OF PROPERTY

The house is available on unfurnished and as is it basis. The successful bidder after approval in his favour will be delivered possession after making all due payments.

10. CONTRACT

The Employer and the successful bidder will initially enter into a Contract for 11 months which may be extended with mutual consent and an increase of 10% rent.

Notwithstanding the above, NESPAK reserves the right to annul the bidding process and reject all bids, at any time prior to award of Contract as per Rule 33 of Public Procurement Rules, 2004.



LETTER OF BID
SALE OF HOUSE NO 217 BLOCK U PHASE II DHA LAHORE

To:

Vice President/Head,
 Human Resource Division,
 NESPAK House,
 1-C, Block N, Model Town Extension,
 Lahore

Gentleman,

Having examined the Bidding Documents, we offer to pay PKR _____per month in words _____ for renting House No 217 Block U Phase II DHA Lahore as per the Price Schedule mentioned in Bidding Documents:

We, the undersigned, declare that:

1. Having examined the Bidding Documents, we accept terms and conditions stated therein;
2. As security for due performance of the undertakings and obligations of the Bid, we submit herewith requisite Bid Security drawn in your favour with this Bid;
3. We agree to abide by our Bid for the period of 90 days from the deadline for submission of Bids, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
4. The Bid is made without any collusion, comparison of figures or arrangement with any other Bidder;
5. We are not under temporary suspension or declared blacklisted or debarred by the NESPAK, DHA or any Government/Semi Government/Public Department in Pakistan. There is no litigation against our firm by the NESPAK, DHA or any Government/Semi Government/Public Department in Pakistan;
6. We are not participating as Bidders, in more than one Bid in this bidding process; and
7. We undertake that all the information and documents submitted with the Bid are genuine, and in case of incorrect information or fake documents we shall be liable for punitive action under the Applicable Law.

Dated this _____ day of _____ 2024

Signature: _____

in the capacity of _____ duly authorized to sign Bid for and on behalf of _____ [attach Power of Attorney]

(Name of Bidder in Block Capitals)

(Seal)

Witness:

Signature: _____

Name: _____

Address. _____

Occupation _____



Rs 300/- Stamp paper
Attested by Notary Public

Sample for undertaking

I/we hereby declare that I/we are not under any litigation, temporary suspension or declared blacklisted or debarred by NESPAK, DHA or any Government/Semi Government/Public Department in Pakistan.

Witness

Name _____

Signature _____

Stamp/
Thumb Impression _____

CNIC No _____

Date _____

Name _____

Signature _____

Stamp/
Thumb Impression _____

CNIC No _____

Date _____