



**GOVERNMENT OF PAKISTAN
MINISTRY OF INTERIOR
NADRA REGIONAL HEAD OFFICE QUETTA**



RENTAL OFFICE SPACE REQUIRED FOR NEW CALL CENTER

OFFICE ACCOMMODATION WILL HAVE FOLLOWING FEATURES:

- Office accommodation should be in the vicinity of commercial area of Quetta not in residential area.
- Space measuring of total covered area **1500sqft** between **3000sqft**, in the shape of hall with two room, along with public washroom and staff washroom.
- Security wise viable location and Easily accessible by public transport.
- Dedicated Electrical Meter/Connection.
- Tap Water facility along with overhand tank.
- Ramp for wheel chair for disable citizens.
- Space, NOC for installation of direction board, sign board and heavy generator.
- Roof top for satellite dish antenna installation.
- Proper outer shutter / door.
- Sufficient space for maintaining the public queue & parking area.
- Tenancy for a longer period, (i.e. 10 years)

NOTE Interested parties / owners can purchase the bidding documents on submission of a written application at a cost of Rs. 1000/- from below mentioned address between **09:00 AM to 4:30 PM** (except gazetted holidays). The bids proposal should be submitted duly completed in all respect by **23rd June, 2022 at least 11:30 hours** (under **Single Stage - Two Envelope** Bidding Procedure). The envelopes shall be clearly marked as **Technical** and **Financial** proposals. Technical Bids / Proposal will be opened **23rd June, 2022 at 12:00 hours** at Regional Head Office NADRA New Zarghoon Road Quetta in respect of available bidder. Bids / Proposals must include the following documents in addition to any other information that the bidder may find necessary.

- Attested photocopy of ownership / lease property documents.
 - Attested photocopy of valid approved Site Plan. CNIC, NTN, GST & SST.
 - Completion Certificate of the building.
 - Undertaking / Non Judicial Stamp Paper of Rs.100/- Certifying that owner / building is not temporary / permanently debarred from any Government agency / authority / department (without bearing any responsibility on NADRA whatsoever in this regard).
- Bidding documents received after submission of due date/time mentioned above will not be entertained.
- Quoted price shall be inclusive of all taxes, **except GST / SST, which shall be mentioned separately.**
- No brokerage / service charges will be paid in case of real estate agent.
- Opening date / time of **Financial Proposal** will be informed to all successful bidder of **Technical Proposal** Evaluation.
- NADRA reserves the rights to reject all bids / proposals under PPRA Rules 33 and can cancel the bidding process before acceptance of bid or proposal.
- Bid can also be rejected if owner of selected building fails to produce acceptable required / property documents.
- This advertisement is also available on PPRA website at www.ppra.org

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