



Government of Pakistan
Ministry of Interior
NATIONAL DATABASE AND REGISTRATION AUTHORITY
(REGIONAL HEAD OFFICE ISLAMABAD)



REBID NOTICE

RENTAL OFFICE SPACE REQUIRED FOR NADRA OFFICE LEEPA, DISTRICT JHELM VALLEY (AJK)

(RHO/Isb/Admin-19/2022)

OFFICE ACCOMMODATION WILL HAVE FOLLOWING FEATURES:

- Office Accommodation should be in the main vicinity of LEEPA (AJK).
- Offered space measuring of total covered area between **800 - 1800 Sqft** and space should be at ground floor in the shape of hall along with public and staff washrooms.
- Prominent, having independent entrance.
- Government departments will be given preference.
- Tenancy for a longer period (preferably ten years or more).
- Other details are given in bidding documents.

Note: - Interested parties / owners can purchase the bidding document at a cost of Rs.**500/-** from below mentioned address during office hours from **11th May 2022** to **25th May 2022** (except gazette holidays). The proposal should be submitted duly completed in all aspects by **26th May 2022 at 1130 hours** (under **Single Stage – Two Envelope** offer procedure). The Envelopes shall be clearly marked as **Technical** and **Financial** proposals. Technical proposal will be **opened by 26th May 2022 at 1200 hours** in presence of available bidders (in case of public holiday tender will be opened on next working day). Proposals must include the following documents in addition to any other information that the bidder may find necessary:

- Photocopy of ownership/lease property documents.
 - Photocopy of valid approved map & CNIC of owner
 - Photocopy of NTN, GST & SST (if applicable)
 - Undertaking on 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).
- Offer 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 (if applicable)**.
- No brokerage / service charges will be paid in case of real estate agent.
- Opening date/time of **Financial Proposal** will be communicated to all successful bidders of **Technical Proposal** Evaluation.
- NADRA reserves the right to reject all proposals and can cancel the advertisement process before acceptance of bid or proposal.
- Offer can also be rejected if owner of selected building fail to produce acceptable required/property documents.

For Any query contact on following address:

Director (Admin)
Regional Head Office NADRA, Plot No. 30/31, Mauve Area, G-10/4
Islamabad | Ph. 051-9108124