



GOVERNMENT OF PAKISTAN
(MINISTRY OF INTERIOR)
NATIONAL DATABASE & REGISTRATION AUTHORITY
REGIONAL HEAD OFFICE NADRA - SUKKUR



RENTAL OFFICE SPACE REQUIRED
For NADRA Registration Centres
[TENDER NOTICE NO. NADRA/10/2022]

1. Office Accommodation is required for following site with desired facilities mentioned as under:-

S.#	Site Location	Tehsil	District	Preferred Covered Area
a.	Ghotki	Ghotki	Ghotki @ Mirpur Mathelo	4000 Sqft

- Office Accommodation should be in the main city.
- On Ground floor in shape of hall with a room and separate public & staff washroom.
- Area exceeding the limit can also be considered if found suitable & financially viable.
- Prominent, having independent entrance and preferably not in residential area.
- Security wise viable location and easily accessible by public transport.
- Dedicated Electric 3-Phase Meter/Connection and transformer (if required).
- Tap Water facility along with overhead tank & electric water pump.
- Ramp for wheelchair for disabled citizens.
- Space, NOC for installation of direction board, sign board and heavy generator.
- Roof top for satellite dish antenna installation.
- Proper Flooring i.e. Ceramic Tiles, Front Glass Door with shutter Gate & False Ceiling with electrification.
- Sufficient space for maintaining the public queue & parking area.
- Tenancy for a longer period. (i.e. 10 years).
- Preferably Boundary wall around the premises.

NOTE:

2. Interested parties / owners can collect the bidding documents from **NADRA Registration Centre Ghotki** or below mentioned address between **0930 - 1600** hours (except gazzeted holidays). The bids / proposals should be submitted duly completed in all respect by **15 July 2022 at 1400** hours (under Single Stage - Two Envelope bidding procedure).

3. The Envelopes shall be clearly marked as Technical and Financial proposals and be sealed separately.

4. Technical bids/proposal will be opened on **15 July 2022 at 1430** hours in presence of available bidders.

5. Bids/proposals must include the following documents in addition to any other information that the bidder may find necessary: -

- Photocopy of ownership/lease documents/Fard etc.
- Photocopy of valid approved Site Plan (Map), CNIC, NTN, GST & SST
- Undertaking on Legal stamp paper of Rs.100/- certifying that owner / building is not temporarily / permanently debarred from any Government agency / authority / department (without bearing any responsibility on NADRA whatsoever in this regard). Stamp paper should be attested by Notary Public.
- Bidding documents received after the due date/time mentioned above will not be entertained.
- Quoted rate shall be inclusive of all taxes as per Govt. Rules.
- 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 bidders of General Proposal Evaluation.
- NADRA reserves the right to reject all bids / proposals under PPRA Rule 33.
- Bid can also be rejected if owner of selected building fails to produce valid required property documents.
- This advertisement and tender documents are also available on PPRA website at www.ppra.org.pk

Deputy Director (Administration), A-89 Sindhi Co-Operative Housing Society, Airport Road Sukkur, Ph: 071-5630054, 9310855

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