

Ministry of Communication



Office of Postmaster General Northern Punjab Circle Rawalpindi

Tender / Pre - Qualification Notice

Financially stable and registered advertising agencies having valid PEC registration in relevant category (C-06) and above, invited to submit sealed offers under Section 36(b) of the PPRA-2004 single stage two envelope. For installation of billboards, wall-mounted boards, digital boards/standees (indoor/outdoor) at following locations of Pakistan on a rental basis.

S.No	GPOs Locations	Earnest Money	Cost of Tender Documents
1.	Attock, Bhakkar, Chakwal, Gujar Khan, Gujrat, Jhelum, Mandi Bahauddin, Mianwali, Murree, Rawalpindi, Sargodha, Talagang, Wah Cantt GPO, Satellite Town / Gulzar e Quaid Post Office Rawalpindi	Rs.100,000/- (Refundable)	Rs.2000/-

**Terms & Conditions**

1.	The certificate issued by the PHA (Parks and Horticulture Authority) must be attached, clearly stating both nationally and internationally that the mentioned advertising company / agency is not blacklisted or banned.
2.	The bidder must provide their active NTN and ATL.
3.	The bidder is responsible for obtaining a certificate ensuring the stability and strength of billboards. The bidder will be liable for any damage caused by unstable or weak billboards. Additionally, the conditions set by the Supreme Court must be adhered to.
4.	The bidder must provide their 5-year experience along with the bid.
5.	An amount equal to Rs. 100,000/- (refundable) in the form of pay order in the favor of Postmaster General Northern Punjab Circle Rawalpindi must be attached in order to participate into bid.
6.	The agreed rent, in the form of a 6-month security deposit (via CDR), must be submitted to the Postmaster General Northern Punjab Circle Rawalpindi.
7.	Obtaining the NOC from relevant municipal bodies, sky rates, or other necessary approvals is the responsibility of the bidder.
8.	The bidder must attach an affidavit confirming registration as an advertising agency with Cantt Board, PHA, or the relevant authority.
9.	Tender documents, including the tender form and detailed terms and conditions, can be obtained from the relevant GPO by submitting Rs. 2000 (non-refundable) in ACG-67 during office hours, by dated <b>30-12-2024</b> and same will be opened on <b>31-12-2024 by 11 a.m</b>
10.	Agreement will be executed for not more than five years at 10 % increase on yearly basis. After the 5-year lease period ends, installed billboards will be considered the property of the Pakistan Post, and the company will not have the right to remove them. However, in case of contract termination before 5 years, the company can remove the billboards, except during the last 6 months of the agreement, when this right will be suspended.

**Deputy Postmaster General (Admin)**  
**Northern Punjab Circle Rawalpindi**  
**051-9271558**