



GOVERNMENT OF PAKISTAN
Ministry of Housing & Works
FEDERAL GOVERNMENT EMPLOYEES
HOUSING FOUNDATION
ISLAMABAD

Islamabad 6th the September 20 19

PPRA, Islamabad

ATTENTION NOTICE

It is requested that request for proposal /EOI may kindly be upload on PPRA website today positively dated 06.09.2019. Copy of EOI alongwith term of reference are attached .

for 
Assistant Director (CS)
051-9106044

**FEDERAL GOVERNMENT EMPLOYEES
HOUSING AUTHORITY**

CORRIGENDUM
REQUEST FOR PROPOSALS

Federal Government Employees Housing Authority (FGEHA), 10-Mauve Area Sector G-10/4, Islamabad invites sealed proposals from registered firms of national repute having vast experience in the field for provision of the following facilities to the General Public:-

- i. Computer equipment.
- ii. Stamp vendor.
- iii. Notary Public/ Oath Commissioner Facility.
- iv. Information Technology (I.T).
- v. Picture/ Snapshot facility.
- vi. Architectural Consultancy including (Map preparation).

The firm must have adequate experience (of at least 15 years) in the said field and having good repute. The firm shall also provide an undertaking that it or its owner has never been blacklisted by any Government and / or Semi Government and / or Autonomous body nor they have been declared any punishment from any court of law. **The sealed proposals/EOI** must be accompanied with all relevant documents i.e. registration of firm, previous experience record etc.

Proposals are to be submitted at the address mentioned below within (15) fifteen days from the date of this advertisement.

This advertisement is also available at www.FGEHA.gov.pk FGE Housing Authority, Islamabad and FGEHA reserves the right to accept or reject any proposal prior to acceptance.

The proposal will be opened on **dated 21-09-2019 11:30 AM** at Committee room of FGEHA.

FGE Housing Authority shall charge utility charges and rent from successful bidders as per rules.

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10-Mauve Area, Sector G-10/4, Islamabad
www.fgeh.gov.pk, fgeh39@gmail.com

scope of work of Housing Authority has been enhanced manifold. There are five housing schemes which have been launch successfully i.e. Phase-I, Phase-II, Phase-II, Phase-IV and Phase-V. Whereas, there are also five ongoing schemes which are under process of allotment as well as acquisition of land and development of infrastructure. In this connection, it has been observed that allottees / owners of plots have to complete different nature of paper works and arrangements regarding allotment of plots as well as transfer of plots. In that case they face a lot of problems in preparation / documentation of the cases being not having such type of experience before. Therefore, we offer service of our firm being specialist in this filed and the following proposals are place before the Housing Authority for consideration / facilitation of the public.

i. **Computer Setup:-**

In this regard, a computer setup will be installed equipped with latest technology, which will help in all the typing work of different type of documentation as pr specified specimen of the Housing Authority.

ii. **Stamp vendor:-**

A stamp vendor duly having authorized license from the district administration will be available for issuance of all type of stamp papers as per requirement of the Housing Authority.

iii. **Notary public / Oath Commissioner Facility:-**

A duly authorize notary public / oath commissioner will be available for attestation of legal documents as well as legal advice.

iv. **Information Technology (I.T) facility:-**

All the time internet, telephone, computer system, scanner, Photostat machine (black & white and colored) will also be available in the said facilitation centre.

v. **Picture / Snapshot facility:-**

A setup will also be installed for taking picture/ snapshot on urgent basis.

vi. **Architectural and Map facility:-**

A facility of all type of architectural advice and maps through a certified and authorize architect will also be available.

Proposal:-

In view of the all above facts, it is submitted that our firm is having specialization in providing the above referred services with the request to give us a chance and allocate a reasonable_space in the premises of Housing Authority for setup of facilitation centre in the best interest of public. However, all the expenditure on the setup will be incurred by our firm and FGE Housing Authority shall evaluate the proposals on least cost basis. Bidders shall provide rates on prescribe rates format for evaluation quoted price.

Sr. No	Description Minimum	Minimum Required	Quoted Cost
1	Computer setup	Core i-5 6 th Gen 02.No	
2	Stamp vendor, Notary republic	02 No. heavy duty printer 01 No. color printer	
3	Picture	DSL R D300 Minimum	
4	Architect & Map	Draftsman civil and Auto cad	
5.	Photo copy charges? One side / ID Card		

