



Office of Postmaster General Northern Punjab Circle Rawalpindi
Tender Notice

Attractive Commercial Locations / Spaces Available for Rent

The following designated spaces in Pakistan Post's owned buildings are available for rent for business purposes. Financially stable and businesses/parties listed on the ATL (Active Taxpayers List) are invited to submit sealed offers for the office mentioned below under PPRA-2004.

Available Locations	Available Spaces on Designated Locations	Total Area in Sq. Ft
Murree GPO	From front, on the left side	1074
Murree GPO	Pension branch	1097
Murree GPO	Cafeteria	2320
Murree GPO	Hall	1440
Murree GPO	Corner plot on the left side	1260
Rawalpindi GPO	Express Post Center	2268
Post Plaza Commercial Market, Satellite Town Rawalpindi	Hall and rooms on the second floor	3668

Terms & Conditions

- The mentioned space will be provided on a monthly rental basis, and the successful party will have to deposit 6 months' rent as security money, in accordance with Clause (1) 4.6 of Pakistan Post Office Department's Tenancy Policy 2020, in favor of the Postmaster General Northern Punjab Circle.
- The business will be operated in these given vacant spaces must be a non-production unit. Restaurants, Banks, any established clothing brands, any cellular franchise, snooker clubs, cash & carry etc will be entertained.
- The duration of the agreement will be 10 years, and it may be renewed by mutual consent under PPRA-2004 and Pakistan Post Department's Tenancy Policy 2020.
- The tenant will be responsible for paying all applicable taxes, including federal, provincial, and local government taxes, whether currently applicable or applied in the future.
- The bidder can submit offers for all or any location deemed appropriate to him / her.
- Tenders should be received in a single-stage, single-envelope process as per Clause (a) 36 of PPRA-2004
- 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 in tender process.
- The tender form and detailed terms and conditions, including the tender documents, can be obtained by submitting amount of Rs. 2000/- (non-refundable) in the form of ACG-67 at Office of Postmaster General Northern Punjab Circle Rawalpindi, during office hours.
- The last date of obtaining documents from office of Postmaster General Northern Punjab Circle Rawalpindi is **07-01-2025** in office hours of and it must be submitted on **08-01-2025** before **11 p.m** and it will be opened on the same day i.e **08-01-2025 at 2 p.m** in the presence of the bidders or their authorized representatives. Tenders received after the specified time will not be considered. Vague or conditional tenders will not be entertained. Further information can be obtained during office hours at phone number 051-9271558.
- The tender can also be viewed on the department's website www.pakpost.gov.pk and the PPRA website www.ppra.org.pk.
- The Authority has the full discretion to reject all offers under PPRA-2004. The decision of the Authority will be final.

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