



MINISTRY OF INTERIOR
NATIONAL DATABASE AND REGISTRATION AUTHORITY (NADRA)
REGIONAL HEAD OFFICE, KARACHI



Purchase Of Building
For NADRA Regional Head Office Karachi
(Tender Notice No. 01/2025/Khi)

OFFICE ACCOMMODATION WILL HAVE FOLLOWING FEATURES:

1. Office Accommodation shall be on main road in the vicinity of Shahrah-e-Faisal, DHA Karachi, Shahrah-e-Quaideen, Karsaz Road, Gulshan-e-Iqbal Karachi, University Road, Shaheed-e-Millat Road, Malir Cantt Karachi.
2. Space measuring of total covered area preferably 65,000 Sq. Ft to 75,000 Sq. Ft with 75% to 80% carpet area.
3. The building must be constructed on Ground plus 6 floors to 8 floors with basement / covered car parking.
4. Prominent, having independent entrance with wide gate and emergency exit at each floor.
5. The building must have functional fire fighting equipments at each floor.
6. The Building construction should not be more than 25 years old.
7. Status of the building must be commercial.
8. Security wise viable location and easily accessible by public transport with convenience to the general public.
9. The building must have centralized control of water, electricity and generator backup system.
10. Proper Parking Space up to 50 vehicles at a time.
11. The building must have functional passenger and cargo lift facility.
12. Must be Centralized functional Air Conditioning system.
13. Dedicated 3 Phase Electrical Meter/Connection with PMT (Load approx. 160 KW to 200 KW).
14. Must have properly functional utility services and facilities like sewerage, electricity, gas, telephone line, water and generator (Load approx. 500 KWA).
15. Must be completed with all basic works i.e Proper Flooring (Marble, Tiles), Front Glass Door with shutter Gate (Separate Entrance & Emergency Exit) & False Ceiling with electrification.
16. Roof top for satellite dish antenna installation and solar panel installation.
17. Proper drainage of rain / stormy water and proper ventilation.
18. Must be Free from all litigation with clean title of ownership from concerned authority by law complied.

Note:

Bid document with complete terms and conditions can be collected from address mentioned below against payment of Tender fees of Rs. 2,000/- (Non Refundable) in the shape of cash from **29-01-2025 (Wednesday) to 27-02-2025 (Thursday)**.

The Bidding process is **Single Stage-Two Envelop**. The Envelopes shall be clearly marked as **Technical** and **Financial** proposals separately. Both Envelops shall be properly sealed and stamped and should be reached **27-02-2025 (Thursday)** before **12:00 pm** to Admin Branch Regional Head Office Karachi. Bids/ proposal will be closed on **27-02-2025 (Thursday)** at **12:00 pm** and the technical bid / proposal will be opened on the same date at **12:30 pm** in presence of available bidders.

Bids/proposals must include the following attested documents in addition to any other information that the bidder may be required to furnish.

1. Attested copies of Property / Ownership Document in the name of owner.
2. Attested Photocopy of valid approved Map, Site plan, CNIC, NTN, GST and SST from the Concerned Authorities.
3. Must be Fitness and Completion Certificate of Building from Concerned Authority.
4. 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).
5. Quoted price shall be inclusive of all applicable taxes.
6. Bidding documents received after submission of due date/time mentioned above will not be entertained / accepted.
7. No brokerage/service charges will be paid in case of real estate agent.
8. Opening date/timing of Financial Proposal will be informed to all successful bidders of Technical Proposal Evaluation.
9. NADRA reserves the right to reject the bids/proposal (as per PPRA rule 33).
10. Bid can also be rejected if owner of selected building fail to produce acceptable required/property documents.
11. This advertisement is also available on PPRA Website at www.ppra.org.pk.

Note for bidder

It must be ensured that Financial & Technical bids are sealed separately in two envelopes and bid security should be kept in Financial bid envelope with no photocopy or original of bid security enclosed with Technical bid.

For any query contact on following address:

Dy. Director (Admin)

NADRA Regional Head Office, Karachi