



**GOVERNMENT OF PAKISTAN**  
**MINISTRY OF INTERIOR**  
**NATIONAL DATABASE AND REGISTRATION AUTHORITY**  
**REGIONAL HEAD OFFICE ISLAMABAD**



**BID NOTICE**

**RENTAL OFFICE SPACE REQUIRED FOR NADRA OFFICE  
DHA/BAHRIA**

**(RHO/Isb/Admin-47/2024)**

**OFFICE ACCOMMODATION WILL HAVE FOLLOWING FEATURES:**

- Office accommodation should be in the main vicinity of DHA Phase 1 or GT Road from DHA Phase 1 to Bahria.
- Offered space measuring total covered area between **3500 to 6000 Sqft** and space should be at ground floor, in the shape of hall with staff washrooms.
- Prominent, having independent entrance.
- Government departments will be given preference.
- Tenancy for a longer period (preferably ten years or more)
- Other details are given in bidding documents

**Note: -** Interested parties / owners can purchase the bidding document on submission of a written application at a Cost of Rs.**1000/-** from below mentioned address during office hours from **20<sup>th</sup> August, 2024** to **03<sup>rd</sup> September, 2024** (except gazette holidays). The proposal should be submitted duly completed in all aspects by **04<sup>th</sup> September, 2024 at 1130 hours** (under **Single Stage – Two Envelope** offer procedure). The Envelopes shall be clearly marked as **Technical** and **Financial** proposals. Technical proposal will be **opened by 04<sup>th</sup> September, 2024 at 1200 hours** in presence of available bidders (in case of public holiday tender will be opened on next working day).

- Offer documents received after submission of due date/time mentioned above will not be entertained.
- Quoted price shall be inclusive of all taxes, **except GST / SST, which shall be mentioned separately (if applicable)**.
- No brokerage / service charges will be paid in case of real estate agent.
- Opening date/time of **Financial Proposal** will be communicated to all successful bidders of **General Proposal** Evaluation.
- NADRA reserves the right to reject all proposals and can cancel the advertisement process before acceptance of bid or proposal.
- Offer can also be rejected if owner of selected building fail to produce acceptable required/property documents.

For Any query contact on following address:

**Director (Admin)**

**Regional Head Office NADRA, Plot No. 30 & 31, Mauve Area, G-10/4**

**Islamabad | Ph. 051-9108124**