



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



BID NOTICE

RENTAL OFFICE SPACE REQUIRED FOR NADRA OFFICES

(RHO/Isb/Admin- 01/2025)

Office Space Required For Following Offices: -

S. No	Location	Required Covered Area in Sqft
01	NRC Rera (AJK)	800 to 1800
02	NRC Birpani (AJK)	800 to 1800
03	Regional Head Office GB (in Gilgit only)	6000 to 10000

OFFICE ACCOMMODATION WILL HAVE FOLLOWING FEATURES:

- Offered space should be in the shape of hall with independent entrance.
- Government departments will be given preference.
- Tenancy for a longer period (preferably ten years or more).
- Other details are given in bidding document.

Note: - Interested parties / owners can purchase the bidding document against each location at a cost of **Rs.1000/-** from below mentioned address during office hours from **10th January, 2025** to **24th January, 2024** (except gazette holidays). The proposal should be submitted duly completed in all aspects by **27th January, 2025 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 27th January, 2025 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:

Deputy Director (Admin)
Regional Head Office NADRA, Plot No. 30/31, Mauve Area, G-10/4
Islamabad | Ph. 051-9108124