



Notice Inviting e-Bids

Hiring of Buildings on Rent for Office and Accommodation by the NESPAK Islamabad for Different Projects

National Engineering Services Pakistan Pvt. Ltd. (NESPAK) Islamabad Office invites e-bids from the Landlords/Owners/Property Agents for Hiring of Residential building(s) by NESPAK through Single Stage One Envelope Procedure. Please note that said hiring of rental buildings shall be carried out through EPADS V2 of the Public Procurement Regulatory Authority only. All interested applicants are required to register on EPADS to be eligible for participation.

Details of this advertisement are also available on EPADS, PPRA & NESPAK's website. Interested bidders may download the bidding document from:

www.epads.gov.pk www.ppra.org.pk <https://www.nespak.gov.pk/advertisement/>

1. Islamabad (Park Road / Kurri Road or nearby area)

House on rent is required in vicinity of **Park Road / Kurri Road Islamabad** as per details mentioned hereunder: -

i. Required Covered Area: Minimum 1750 sqft	ii. Bedrooms: Minimum 03 Nos.
iii. Kitchen: 01 No.	iv. Washroom: 03 Nos.
v. Storeys: Single	vi. Parking space: at least for one car

2. Islamabad (Bharakahu or nearby area)

House on rent is required in vicinity of **Bharakahu Islamabad** as per details mentioned hereunder: -

i. Required Covered Area: Minimum 1250 sqft	ii. Bedrooms: Minimum 02 Nos.
iii. Kitchen: 01 No.	iv. Washroom: 02 Nos.
v. Storeys: Single	vi. Parking space: at least for one car

3. Muzaffarabad AJK (Upper Chattar Housing Scheme or nearby area)

House on rent is required in vicinity of **Upper Chattar Housing Scheme Muzaffarabad AJK** as per details mentioned hereunder: -

i. Required Covered Area: Minimum 1250 sqft	ii. Bedrooms: Minimum 02 Nos.
iii. 01 No. Drawing / Dining, Kitchen: 01 No.	iv. Washroom: 02 Nos.
v. Storeys: Single	vi. Parking space: at least for one car

The bids prepared in accordance with the instructions in the bidding documents must be submitted electronically / online through EPADS. The bids must be uploaded on **EPADS on or before Sep 11, 2026 1100hrs**. Bids will be opened on the same day at 1130hrs in the presence of the bidders/their authorized representatives, who choose to attend.

Bidding Documents		
1.	Terms and Conditions	Annex "A"
2.	Evaluation Criteria	Annex "B"
3.	Technical Requirements	Annex "C"
4.	Financial Bid	Annex "D"

For any query, please contact following during office hours: -

Administration (Procurement), NESPAK Islamabad
Ph: 051-9007422
NESPAK House, 3rd Floor, Sector G-5/2, Islamabad

TERMS & CONDITIONS

1. The e-bids must be submitted through EPADS **on or before Sep 11, 2026 upto 1100hrs. Bids will be opened on the same day on 1130hrs** in the presence of bidder or their representatives who may choose to attend.
2. The bids will be accepted only through EPADS within the due dates. Bid in hard form (in original) containing all the required documents must also be submitted in sealed envelope at address given below. Furthermore, bids having missing documents, not downloadable, or inaccessible due to technical issues on EPADS will not be accepted.
3. Bidders may submit bids for any of the specified locations. Each location shall be evaluated and awarded separately in accordance with the evaluation criteria specified in the bidding documents. The most advantageous responsive bid for each individual location shall be considered for award.
4. The Procuring Agency has the right to reject any or all bids as per provisions of PPRA Rule(s).
5. Procedure of open competitive bidding will be single stage one envelope in accordance with PPRA Rules 36(a).
6. For Technical requirements, please ensure that the listed requirements in Annexure “C” are provided.
7. For Financial Proposal, please ensure that the listed requirements in Annexure “D” are provided
8. The amount of the bid must be in Pak rupees. The language of the bid is English and alternative bids shall not be considered. The bid validity period shall be 90 days.
9. The rate quoted shall correspond to 100% of the requirements specified in Annexure-B and must remain valid for 12 months.
10. Bids must be inclusive of all applicable taxes and the same will be deducted as per prevailing rules of FBR.
11. In light of PPRA Rule 18, NESPAK shall disqualify Landlords/Owners/Property Agents, if it finds at any time that the information submitted by the Landlords/Owners/Property Agents is false and materially inaccurate.
12. The building being offered must be free of encumbrances and from all types of litigation.
13. Previous utilities bills of the building must be paid by the Landlords/Owners/Property Agents prior to signing of lease agreement.
14. Bidders should clearly mention total Sqft. area of the house, location, complete address, monthly rent, and detail of other facilities like availability of water, electricity, gas etc. Landlords/Owners/Property Agents complete name, address, CNIC number and contact number.
15. The most advantageous bidder who fulfills technical requirements as mentioned in Annex-C shall be engaged in an agreement. The successful bidder will sign a formal contract with NESPAK, which shall be based on the terms and conditions in this document, PPRA contractual guidelines and NESPAK's contractual requirements.
16. The Lease may be extended for the second (2nd) and third (3rd) years, subject to the mutual agreement of the Parties and continuation of the terms and conditions of this Agreement. The monthly rent for the second (2nd) year shall be increased by ten percent (10%) over the monthly rent agreed for the first (1st) year, and the monthly rent for the third (3rd) year shall be increased by twenty percent (20%) over the monthly rent agreed for the first (1st) year.
17. Property Agent's commission(s) if any will be paid by the owner of the building.

For any query, please contact Admin Department on Telephone No. 051-9007422 during office hours.

Administration (Procurement)
NESPAK Islamabad
NESPAK House, 3rd Floor, Sector G-5/2

Evaluation Criteria

	Technical Attributes	Evaluation Criteria
1.	Owner's CNIC	Duly attested.
2.	Ownership of the premises	The owner of the property must have confirmed ownership/power of attorney of the building, should not be a disputed building.
3.	Location of the Premises/ easy accessibility	Building should be located on easy access road and preferably nearby established commercial area.
4.	Parking Space	Sufficient Parking space should be available for at least one car parking.
5.	Covered area	1. Islamabad (Park Road / Kurri Road): (Minimum 1750 sft) 2. Islamabad (Bharakahu): (Minimum 1250 sft) 3. Muzaffarabad AJK (Upper Chattar Housing Scheme): (Minimum 1250 sft)
6.	Utilities	Sufficient water availability i.e. Functional water bore facility or operational Govt. water connection, dedicated legal electric and Sui Gas connection.
7.	Building Condition.	Building should be in good condition with no material or latent defect.
8.	NTN certificate	Landlords/Owner/or Agent

1. Bids if found eligible and in compliance with the “**Evaluation Criteria**” shall only be considered for further evaluation and shall be visited for physical inspection.
2. Bids fulfilling the “**Evaluation Criteria, Technical Requirements (Annex-C)**” and the lowest per sqft rate (per month) will be selected for agreement with the Owner/Property Agent.

To be filled by the bidder(s) for **“LOCATION”** they offer, dully signed and stamped (if any).

Annex-C

TECHNICAL REQUIREMENTS

Location	Bid Submitted for (YES / NO)
1. Islamabad (Park Road / Kurri Road or Nearby Area)	
2. Islamabad (Bharakahu or Nearby Area)	
3. Muzaffarabad AJK (Upper Chattar Housing Scheme or Nearby Area)	

Sr. #	Description	To be filled by the bidder
1.	Address of the building being offered on monthly rental basis	
2.	Covered Area (in sqft)	
3.	Bedrooms (nos.)	
4.	Drawing Dining (Nos.) (for Muzaffarabad only)	
5.	Washrooms (nos.)	
6.	Kitchen (nos.)	
7.	Parking Space for Vehicles (nos.)	

Name of the bidder: _____

Bidder's CNIC: _____

Signature of the bidder: _____

Contact # of the bidder: _____

Date: _____

To be filled by the bidder(s) for **“LOCATION”** they offer, dully signed and stamped (if any).

Annex-D

FINANCIAL BID

<u>LOCATION</u>	Bid Submitted for (YES / NO)
1. Islamabad (Park Road / Kurri Road)	
2. Islamabad (Bharakahu)	
3. Muzaffarabad AJK (Upper Chattar Housing Scheme)	

Sr.	Address of the building being offered (1)	Total covered Area (offered building in Sqft) (2)	Rent per month (RS) (inclusive of all taxes) (3)	Rent per Annum (RS) (inclusive of all taxes) (4) = (3)x12
1.				
2.				
3.				

RATE PER ANNUM must match the (location they offer) item total on EPADS V2.

Undertaking: Having examined the entire bidding documents, we accept all the TORs stated therein.

Name of the bidder: _____

Bidder's CNIC: _____

Signature of the bidder: _____

Contact # of the bidder: _____

Date: _____