GOVERNMENT OF PAKISTAN
MINISTRY OF HOUSING & WORKS
ESTATE OFFICE MANAGEMENT, KARACHI

BIDDING DOCUMENTS

SINGLE STAGE – TWO ENVELOPE PROCEDURE

LEASE FOR DEVELOPMENT, CONSTRUCTION, OPERATION & MAINTENANCE OF GOVERNMENT COMMERCIAL PLOT FOR ESTABLISHMENT OF A MARQUEE, MARRIAGE HALL & EVENT COMPLEX

Federal Capital Area, near Ibrahimi Masjid, Karachi

Particular	Approved / Proposed Requirement
Procuring / Leasing Agency	Estate Office Management, Karachi, Ministry of Housing & Works, Government of Pakistan
Property	Government-owned commercial open plot near Ibrahimi Masjid, Federal Capital Area, Karachi
Approx. Area	9,855 Sq. Ft. / 1,095 Sq. Yards / 1.81 Kanal
Purpose	Marquee, Marriage Hall & Event Complex with approved ancillary facilities
Lease Tenure	20 Years, subject to competent authority approval and final Lease Agreement
Reserve Base Rent	Rs. 200,000/- per month
Annual Rent Escalation	10% after completion of each lease year
Procurement Method	Open Competitive Bidding – Single Stage–Two Envelope
Technical / Financial Weightage	80% / 20%
Minimum Technical Qualifying Score	35 out of 50
Bid Security	Rs. 48,000/- (2% of Reserve Annual Lease Rent)
EPADS Closing	13-11-2026 at 9:30 AM
EPADS Opening	13-11-2026 at 11:30 AM
Submission	Electronic / Online through EPADS 2.0; manual bids not accepted

Tender Reference No.: _____

Date of Issue: _____

Issued by: Deputy Director, Estate Office Management, Karachi

SECTION I – INVITATION FOR BIDS (IFB)

1. Invitation

The Government of Pakistan, Ministry of Housing & Works, through Estate Office Management, Karachi (the "Procuring Agency/Lessor"), invites electronic/online bids from eligible Pakistani individuals, firms, companies, joint ventures and consortiums for the long-term lease, financing, design, development, construction, operation and maintenance of the Government-owned commercial plot situated at Federal Capital Area near Ibrahimi Masjid, Karachi, for establishment and operation of a modern Marquee, Marriage Hall & Event Complex with approved ancillary facilities.

The bidding shall be conducted through Open Competitive Bidding using the Single Stage–Two Envelope Procedure in accordance with the applicable Public Procurement Rules, PPRA regulations/guidelines/instructions, EPADS procedures and these Bidding Documents.

2. Key Commercial Particulars

Item	Particular
Location	Federal Capital Area near Ibrahimi Masjid, Karachi
Area	Approx. 9,855 Sq. Ft. / 1,095 Sq. Yards / 1.81 Kanal
Ownership	Government of Pakistan
Lease Tenure	20 years, subject to competent authority approval and final Lease Agreement
Reserve Base Rent	Rs. 200,000/- per month
Annual Escalation	10% after completion of each lease year
Bid Security	Rs. 48,000/-
Technical Weightage	80%
Financial Weightage	20%
Technical Qualifying Score	35/50
Closing	13-11-2026 at 9:30 AM
Opening	13-11-2026 at 11:30 AM

3. Submission

Bids shall be submitted electronically through EPADS 2.0 before the closing date/time. Manual, physical or email submission of the bid shall not be entertained. Any original instrument/document that the Bidding Documents expressly require to be physically delivered shall be delivered in the prescribed manner and by the prescribed deadline; otherwise, the bid may be treated as non-responsive.

4. Reservation of Rights

The Government reserves the right to accept or reject any or all bids, annul the bidding process, seek clarification where permitted, and take any other action available under applicable rules and these Bidding Documents. No bidder shall have a claim for compensation solely because its bid is not accepted or the process is annulled.

SECTION II – INSTRUCTIONS TO BIDDERS

1. Definitions

"Bidder" means an individual/entity submitting a bid. "Lessor/Procuring Agency" means Estate Office Management, Karachi. "Lessee" means the successful bidder after execution of the Lease Agreement. "Financial Proposal" means the rent offer and related financial information. "Technical Proposal" means all non-price information required for technical evaluation.

2. Examination of Documents

The bidder shall examine all sections, annexures, forms, property particulars, site conditions, statutory requirements and commercial obligations before submitting the bid. Submission of a bid constitutes acknowledgement that the bidder has understood the requirements.

3. Site Conditions

The bidder shall independently satisfy itself regarding access, dimensions, ground conditions, utilities, drainage, electricity, water, parking, traffic, planning restrictions and all other conditions affecting development and operation. No claim for additional compensation or reduction of rent shall arise from conditions reasonably discoverable before bidding.

4. Costs

All costs of site inspection, proposal preparation, professional services, financing arrangements, uploading, clarification, construction planning and bid submission shall be borne by the bidder.

5. Language & Currency

The bid shall be in English or accompanied by an acceptable English translation. All monetary amounts shall be stated in Pakistani Rupees.

6. Consortium / Joint Venture

A consortium/JV shall identify a lead member and provide the agreement/undertaking defining responsibility, authority and liability. The Procuring Agency may require the members to be jointly and severally responsible. No change in composition after submission shall be permitted except with prior written approval where legally permissible.

7. Conflict of Interest

A bidder shall disclose any actual or potential conflict of interest with officials involved in the procurement and shall not engage in collusion, prohibited influence or improper communication.

8. Alternative Proposals

Alternative technical proposals shall not be considered unless expressly invited by written addendum. Any alternative submitted without authorization may be disregarded.

9. Bid Integrity

The bidder shall ensure all statements, certificates, drawings, financial evidence and undertakings are true, complete and verifiable.

10. No Price in Technical Proposal

The Technical Proposal shall not contain the bidder's monthly rent offer or any information that directly reveals the financial bid. Disclosure may render the bid non-responsive.

SECTION III – BID DATA SHEET

Parameter	Requirement
Procuring Agency	Estate Office Management, Karachi, Ministry of Housing & Works
Tender	Lease for Development, Construction, Operation & Maintenance of Commercial Plot for Marquee & Event Complex
Location	Federal Capital Area near Ibrahimi Masjid, Karachi
Area	9,855 Sq. Ft. / 1,095 Sq. Yards / 1.81 Kanal (approx.)
Procurement Method	Open Competitive Bidding – Single Stage–Two Envelope
Submission Platform	EPADS 2.0
Closing Date/Time	13-11-2026 at 9:30 AM
Opening Date/Time	13-11-2026 at 11:30 AM
Reserve Monthly Rent	Rs. 200,000/-
Reserve Annual Rent	Rs. 2,400,000/-
Rent Escalation	10% annually after completion of each lease year
Bid Security	Rs. 48,000/-
Technical Weightage	80%
Financial Weightage	20%
Minimum Technical Score	35/50
Bid Validity	120 days from bid closing date, unless otherwise stated through addendum
Contact	Deputy Director, Estate Office Management, Block No. 5-B, Pakistan Secretariat, Saddar, Karachi
Telephone	021-99206242, 021-99204975

SECTION IV – PROPERTY AND SITE INFORMATION

1. Property

The property is a Government-owned commercial open plot situated near Ibrahimi Masjid, Federal Capital Area, Karachi. The area is approximately 9,855 square feet, equivalent to approximately 1,095 square yards / 1.81 kanal.

2. Permitted Use

The principal permitted use is development and operation of a Marquee, Marriage Hall & Event Complex. Ancillary facilities may include restaurant/café/food facilities, conference/corporate event facilities, bridal/VIP lounges, event support services, parking, kitchens, washrooms, prayer area, security and administration facilities, subject to planning controls, statutory approvals and written approval of the competent authority.

3. Site Verification

The dimensions, boundaries, title position, access and site plan shall be verified by the bidder through site inspection and official information made available by the Estate Office. The stated area is approximate and shall be governed by the official site record/lease documentation.

4. Utilities

The bidder shall assess availability/capacity of electricity, water, sewerage/drainage, gas, communications and other utilities and shall bear the cost of connections, augmentation, consumption and related charges applicable to its operations.

SECTION V – SCOPE OF DEVELOPMENT, CONSTRUCTION, OPERATION & MAINTENANCE

1. Overall Scope

The successful bidder shall, at its own cost and risk, finance, plan, design, obtain approvals, construct/develop, furnish, commission, operate and maintain the premises in accordance with the approved development proposal, statutory requirements and final Lease Agreement.

2. Indicative Facilities

- Wedding marquee / marriage hall and event space.
- Multipurpose and corporate event facilities.
- Open-air event lawn/reception area where permissible.
- Bridal and VIP lounges.
- Restaurant, café, bakery, fast-food or food-court facilities subject to approval.
- Kitchen, stores, service areas and waste-management facilities.
- Parking, circulation and safe pedestrian access.
- Public washrooms and prayer area.
- Security, administration, utility, generator and service areas.
- Fire detection, alarm, firefighting and emergency evacuation systems.
- Landscaping and appropriate external works.

3. Design Requirements

- Concept/master plan showing site utilization, building footprint, parking, access, circulation and landscaping.
- Architectural, structural, MEP, fire-safety and environmental designs by appropriately qualified professionals.
- Compliance with applicable building, zoning, fire, environmental, municipal, labour and safety requirements.
- No construction before written approval of the competent authority and all required statutory approvals.
- Construction quality, materials, workmanship and safety shall be the sole responsibility of the Lessee.

4. Development Financing

The Lessee shall arrange all financing and shall not create any charge, mortgage or encumbrance over Government land without prior written approval of the competent authority and any approval required under law.

5. Operation & Maintenance

The Lessee shall maintain the premises in a clean, safe, functional and commercially fit condition throughout the lease term and shall bear staffing, security, utilities, insurance, maintenance, repairs, taxes/charges applicable to its activities and all operating costs.

SECTION VI – ELIGIBILITY & QUALIFICATION REQUIREMENTS

No.	Requirement	Minimum Evidence
1	Individual bidder	Pakistani citizenship, valid CNIC, minimum age 21 years
2	Firm/company/entity	Registration/incorporation documents, constitutional documents and authority of signatory
3	Tax status	NTN and applicable tax registration/status documents as required by law
4	Financial capability	Recent bank statements/banker certificate and financing evidence
5	Development capability	Development proposal, investment estimate, funding plan and schedule
6	Relevant experience	Evidence of relevant development, hospitality, event, commercial or project-management experience, where available
7	Non-bankruptcy	Affidavit/undertaking
8	Non-blacklisting	Affidavit/undertaking and disclosure of any relevant proceedings
9	Statutory compliance	Undertaking to obtain licences, NOCs, approvals and clearances
10	Lease commitment	Undertaking to execute final Lease Agreement
11	Bid security	Valid prescribed security of Rs. 48,000/-
12	Site assessment	Site visit/assessment acknowledgement

Failure to satisfy a mandatory eligibility requirement may result in rejection as non-responsive, subject to applicable rules.

SECTION VII – TECHNICAL PROPOSAL REQUIREMENTS

The Technical Proposal shall be clearly indexed, page-numbered and arranged in the following order:

- Technical Bid Submission Form.
- Bidder profile, ownership and management information.
- CNIC / registration / incorporation documents.
- Authorization of signatory.
- Tax registration/status documents as applicable.
- Financial capability evidence and investment/financing plan.
- Executive summary and development concept.
- Site utilization/master plan and preliminary drawings.
- Parking, traffic circulation and access plan.
- Construction methodology and implementation schedule.
- Operations and maintenance plan.
- Manpower and management plan.
- Fire/life safety and emergency response plan.
- Environmental, waste, energy and water management plan.
- Relevant experience and supporting completion/performance evidence.
- Risk management and business continuity plan.
- Non-blacklisting / eligibility affidavit.
- Integrity undertaking.
- Bid security evidence.
- Site visit acknowledgement.
- Any addendum acknowledgement and other documents required by the Procuring Agency.

Important: The Technical Proposal shall contain no monthly rent offer.

SECTION VIII – TECHNICAL EVALUATION CRITERIA (50 MARKS)

Criterion	Marks	Sub-criteria / Assessment
A. Development Concept & Site Utilization	10	Concept/master plan 2; functional layout 2; parking/access/circulation 2; event facilities 2; landscaping/site efficiency 2
B. Financial Capability & Investment Plan	10	Financial strength 3; investment adequacy 3; financing plan 3; cash-flow/implementation credibility 1
C. Project Implementation / Construction Plan	7	Methodology 2; schedule 2; resources/procurement 2; quality control 1
D. Operational & Maintenance Plan	8	Operating model 2; staffing 1; maintenance 2; customer/service management 1; continuity 2
E. Relevant Experience / Capability	5	Relevant projects 3; hospitality/event/commercial capability 1; demonstrated management capability 1
F. Statutory, Safety & Environmental Compliance	5	Approvals strategy 2; fire/life safety 1; environmental/waste 1; legal/municipal compliance 1
G. Risk Management & Sustainability	5	Risk register/mitigation 2; energy/water efficiency 2; sustainability/continuity 1
TOTAL	50	Minimum qualifying score: 35

Technical evaluation shall be based solely on the disclosed criteria. The evaluation committee may verify documents and information. No financial information shall be considered in determining the Technical Score.

SECTION IX – FINANCIAL PROPOSAL & EVALUATION

1. Monthly Rent Offer

The bidder shall quote a single monthly lease rent in Pakistani Rupees. The offer shall not be less than the reserve base rent of Rs. 200,000/- per month.

2. Annual Escalation

The accepted monthly rent shall increase by 10% after completion of each lease year. The escalated rent shall remain payable for the succeeding lease year. The detailed payment schedule shall form part of the Lease Agreement.

Lease Year	Monthly Rent Basis
Year 1	Accepted bid rent
Year 2	Year 1 rent × 1.10
Year 3	Year 2 rent × 1.10
Each subsequent year	Immediately preceding year's monthly rent × 1.10

3. Financial Score

Among technically qualified and financially responsive bidders, the highest responsive monthly rent offer shall receive 50 financial marks. Other financial scores shall be calculated as:

Financial Score = (Bidder's Monthly Rent Offer ÷ Highest Responsive Monthly Rent Offer) × 100

4. Combined Score

Combined Score = (Technical Score × 80%) + (Financial Score × 20%). The bidder achieving the highest combined score shall be ranked first, subject to verification, approvals and compliance with applicable rules.

5. Tie

If two or more bidders obtain the same highest combined score, the bidder with the higher Technical Score shall rank higher. If still tied, the Procuring Agency may apply an objective tie-break method permitted by applicable rules and disclosed/communicated to the bidders.

6. No Negotiation

No negotiation of the quoted rent or material bid terms shall be undertaken except to the extent expressly permitted by applicable procurement rules.

SECTION X – EPADS SUBMISSION & OPENING PROCEDURE

1. Registration

Bidders must be registered on EPADS 2.0 and comply with the platform's registration, authentication and electronic submission requirements.

2. Two Electronic Envelopes

The bidder shall upload the Technical Proposal and Financial Proposal separately through the EPADS workflow. The Technical Proposal shall be free of price information.

3. Closing

The electronic bid must be fully uploaded and submitted before 9:30 AM on 13-11-2026. A bidder is responsible for allowing sufficient time for upload and system submission.

4. Technical Opening

Technical Proposals shall be opened through EPADS at 11:30 AM on 13-11-2026, or as otherwise notified through a lawful corrigendum.

5. Financial Opening

Financial Proposals of only technically qualified bidders shall be opened/evaluated after completion and approval of technical evaluation, within bid validity and through EPADS.

6. Manual Bids

Manual submission of the bid shall not be entertained. Where a physical original of bid security is expressly required, it shall be delivered in the manner stated in the Bid Data Sheet/EPADS notice.

7. System Issues

Any EPADS technical issue shall be dealt with in accordance with the platform's official procedure and any instructions/corrigenda issued by PPRA/Procuring Agency. Bidders shall retain electronic submission evidence.

SECTION XI – BID SECURITY, BID VALIDITY & SECURITIES

1. Bid Security

Bid Security shall be Rs. 48,000/- (Rupees Forty-Eight Thousand only), being 2% of the Reserve Annual Lease Rent of Rs. 2,400,000/-. It shall be in an acceptable form prescribed in these Bidding Documents and issued by a Scheduled Bank operating in Pakistan.

2. Validity

The Bid Security shall remain valid for the period required by the Bidding Documents/EPADS. Any extension, where lawfully requested, shall be furnished by the bidder within the prescribed period.

3. Forfeiture

- Withdrawal or modification of the bid during the bid validity period contrary to the Bidding Documents.
- Failure of the successful bidder to accept the award or execute the Lease Agreement within the stipulated period without lawful justification.
- Failure to furnish any post-award security required under the final Lease Agreement.
- Material misrepresentation, forged documentation or other ground for forfeiture expressly permitted by applicable rules.

4. Bid Validity

Bids shall remain valid for 120 days from the bid closing date unless otherwise stated by addendum. The Procuring Agency may request extension in accordance with applicable rules.

SECTION XII – CLARIFICATIONS, ADDENDA, SITE VISIT & PRE-BID MATTERS

1. Clarifications

Bidders may seek written clarification within the period specified on EPADS. Clarifications shall be addressed through the official procurement channel.

2. Addenda

Any modification, clarification or amendment to the Bidding Documents shall be issued through the prescribed procurement channel. Bidders shall acknowledge and incorporate all addenda in their bids.

3. Site Visit

A site visit is strongly recommended. A bidder may obtain a site visit acknowledgement from the Estate Office. Site inspection shall not relieve the bidder of its obligation to independently verify the property.

4. Pre-Bid Meeting

No pre-bid meeting is presently scheduled. If the Procuring Agency decides to hold one, the date/time/venue shall be communicated through EPADS/addendum.

SECTION XIII – AWARD, ACCEPTANCE & CONTRACT FORMATION

1. Evaluation

The Procuring Agency shall evaluate bids in accordance with the disclosed criteria and applicable rules.

2. Most Advantageous Bid

Subject to applicable rules and approvals, the highest-ranked responsive bidder based on the combined technical/financial score may be recommended for award.

3. Notice of Award

The successful bidder shall be notified through the prescribed channel and shall comply with all conditions precedent to contract execution.

4. Verification

The Procuring Agency may verify legal, tax, financial, experience, ownership, beneficial ownership, bank and other information before award.

5. Lease Agreement

The successful bidder shall execute the final Lease Agreement within the period stipulated by the competent authority. Failure without lawful justification may result in action under the Bidding Documents/applicable rules.

6. No Possession Before Compliance

No development or commercial operation shall commence before execution of the Lease Agreement, lawful site handover and satisfaction of required approvals/conditions precedent.

SECTION XIV – LEASE COMMERCIAL TERMS

Term	Provision
Lessor	Government of Pakistan / Estate Office Management, Karachi
Lessee	Successful bidder / approved legal entity
Property	Government-owned commercial plot near Ibrahimi Masjid, Federal Capital Area, Karachi
Permitted Use	Marquee, Marriage Hall & Event Complex and approved ancillary facilities
Term	20 years, subject to competent authority approval and final Lease Agreement
Monthly Rent	Accepted monthly rent quoted in Financial Proposal
Escalation	10% annually after completion of each lease year
Development Cost	Entirely borne by Lessee
Approvals	Obtained by Lessee at own cost and responsibility
Utilities	Payable by Lessee
Taxes/Charges	As applicable under law and Lease Agreement
Maintenance	Entirely by Lessee
Insurance	Adequate insurance as required by law and Lease Agreement
Subletting/Licensing	Only with prior written approval where required and as permitted by Lease Agreement
Construction	Only after written approval and statutory permissions
Security Deposit / Performance Security	As specified in final Lease Agreement/award conditions
Handover	In accordance with final Lease Agreement and Government directions

The final Lease Agreement approved by the competent authority shall prevail in case of any inconsistency, subject to applicable procurement law.

SECTION XV – DEVELOPMENT & CONSTRUCTION CONDITIONS

- Submit final architectural, structural, MEP, fire-safety and other required designs for approval.
- Obtain all building, zoning, environmental, fire, municipal and utility approvals before relevant works.
- Provide safe construction fencing, access control, traffic management and worker safety arrangements.
- Maintain quality assurance and testing records.
- Do not damage adjoining Government property, roads, utilities or public infrastructure.
- Provide adequate parking and safe entry/exit arrangements within the approved site plan.
- Ensure construction waste is lawfully handled and removed.
- Comply with labour, occupational health and safety requirements.
- Any material change to the approved design/use requires prior written approval.
- All permanent improvements shall remain subject to the rights of the Government under the Lease Agreement at expiry/termination.

SECTION XVI – OPERATION, MAINTENANCE, SAFETY & COMPLIANCE

- Maintain the facility in safe, clean and serviceable condition at all times.
- Maintain fire alarms, firefighting systems, emergency lighting, exits and evacuation routes.
- Maintain valid licences and NOCs required for events, food services, fire safety, environmental compliance and other activities.
- Maintain public liability and other insurance required by law/Lease Agreement.
- Ensure responsible crowd management, parking management and security.
- Prevent nuisance, obstruction, excessive noise or unlawful activities.
- Maintain sanitation, waste disposal, pest control and water hygiene.
- Keep emergency contact details and incident-response procedures readily available.
- Permit reasonable inspection by authorized Government officials.
- Comply with applicable taxation, labour, environmental, building, fire and municipal laws.

SECTION XVII – DEFAULT, TERMINATION, HANDOVER & EXPIRY

The detailed default and termination provisions shall be incorporated in the final Lease Agreement. The principal grounds may include:

- Persistent non-payment of rent or Government dues.
- Material breach of the permitted use or development obligations.
- Unauthorized construction, assignment, subletting or encumbrance.
- Failure to maintain required licences, safety systems or insurance.
- Material misrepresentation or fraud.
- Abandonment of the premises or prolonged cessation of required operations.
- Serious breach of law or conduct prejudicial to Government/public interest.
- Any other lawful ground stated in the final Lease Agreement.

The Lease Agreement shall specify notice/cure periods, termination procedure, consequences, treatment of improvements, settlement of dues and handover requirements.

At expiry or lawful termination, the Lessee shall hand over the property in the condition required by the Lease Agreement, free of unauthorized occupants, movable property and outstanding liabilities for which the Lessee is responsible.

SECTION XVIII – INTEGRITY, ANTI-CORRUPTION & CONFLICT OF INTEREST

- No bidder shall offer, give or promise any unlawful payment, gift, commission, favour or benefit to any official or other person in connection with the procurement.
- No bidder shall engage in collusion, bid-rigging, coercion, obstruction, fraud or misrepresentation.
- The bidder shall disclose conflicts of interest and beneficial ownership information as required.
- False, forged or materially misleading documents may result in rejection and action under applicable law.
- The successful bidder shall comply with applicable anti-corruption, taxation, labour, environmental, safety and procurement laws.
- The bidder shall cooperate with lawful audit, inspection and verification.

SECTION XIX – DISPUTE RESOLUTION & GRIEVANCE REDRESSAL

1. Procurement-stage grievances shall be handled through the grievance redressal mechanism applicable under the prevailing PPRA framework and as notified by the Procuring Agency.

2. Contract/lease disputes after execution shall be dealt with under the dispute resolution clause of the final Lease Agreement.

3. Nothing in these Bidding Documents shall limit any statutory right of review, complaint or appeal available under applicable law.

SECTION XX – BID FORMS

FORM 1 – TECHNICAL BID SUBMISSION FORM

Particular	Bidder Response
Name of Bidder	_____
CNIC / NTN / Registration No.	_____
Address	_____
Authorized Representative	_____
Technical Proposal Submitted	YES / NO
Financial Proposal Submitted Separately	YES / NO
Acceptance of Bidding Documents	YES / NO
Bid Security Submitted	YES / NO
Signature / Stamp	_____
Date	_____

FORM 2 – FINANCIAL BID SUBMISSION FORM

Particular	Bidder Offer
Name of Bidder	_____
Monthly Lease Rent – Figures	Rs. _____ per month
Monthly Lease Rent – Words	Rupees _____ per month only
Annualized Rent – Year 1	Rs. _____
Acceptance of 10% Annual Escalation	YES / NO
Applicable Taxes / Charges	As applicable under law and Lease Agreement
Authorized Signatory	_____
Signature / Stamp	_____
Date	_____

FORM 3 – BIDDER PROFILE

Item	Details
Legal / Individual Name	_____
CNIC / NTN / Registration	_____
Principal Address	_____
Contact Person	_____
Telephone / Email	_____
Business / Professional Activity	_____
Banker(s)	_____
Relevant Experience	_____
Authorized Signatory	_____

ANNEXURE A – PROPERTY DETAILS

Particular	Details
Property Type	Open Commercial Plot
Location	Federal Capital Area near Ibrahimi Masjid, Karachi
Approximate Area	9,855 Square Feet
Approximate Area	1,095 Square Yards
Approximate Area	1.81 Kanal
Ownership	Government of Pakistan
Purpose	Marquee, Marriage Hall & Event Complex
Lease Basis	Monthly Rental
Reserve Base Rent	Rs. 200,000/- per month
Annual Escalation	10% after completion of each lease year

Note: Official site dimensions, boundaries and plan shall be verified from Estate Office records. Bidders are strongly advised to conduct a site visit.

ANNEXURE B – DEVELOPMENT PROPOSAL FORMAT

Section	Bidder to Provide
1. Executive Summary	Concept, objectives and proposed facilities
2. Site Development	Site utilization, access, parking, circulation, landscaping
3. Architectural Concept	Concept drawings/master plan
4. Investment Plan	Estimated development cost and funding sources
5. Implementation Schedule	Activities, milestones and completion period
6. Operations Plan	Management, staffing, events and maintenance
7. Safety & Compliance	Fire/life safety, emergency, environmental and statutory compliance
8. Commercial Plan	Event, food & beverage and ancillary model
9. Risk Management	Key risks and mitigation
10. Sustainability	Energy, water, waste and resource efficiency

ANNEXURE C – TECHNICAL EVALUATION MATRIX

Criterion	Marks	Sub-criteria / Assessment
A. Development Concept & Site Utilization	10	Concept/master plan 2; functional layout 2; parking/access/circulation 2; event facilities 2; landscaping/site efficiency 2
B. Financial Capability & Investment Plan	10	Financial strength 3; investment adequacy 3; financing plan 3; cash-flow/implementation credibility 1
C. Project Implementation / Construction Plan	7	Methodology 2; schedule 2; resources/procurement 2; quality control 1
D. Operational & Maintenance Plan	8	Operating model 2; staffing 1; maintenance 2; customer/service management 1; continuity 2
E. Relevant Experience / Capability	5	Relevant projects 3; hospitality/event/commercial capability 1; demonstrated management capability 1
F. Statutory, Safety & Environmental Compliance	5	Approvals strategy 2; fire/life safety 1; environmental/waste 1; legal/municipal compliance 1
G. Risk Management & Sustainability	5	Risk register/mitigation 2; energy/water efficiency 2; sustainability/continuity 1
TOTAL	50	Minimum qualifying score: 35

ANNEXURE D – FINANCIAL PROPOSAL / MONTHLY RENT OFFER

Reserve Base Rent: Rs. 200,000/- per month

Monthly Rent Offered – Figures: Rs. _____

Monthly Rent Offered – Words: Rupees _____ per month only

Year 1 Annualized Rent: Rs. _____

The bidder expressly accepts 10% annual escalation after completion of each lease year: YES / NO

Bidder Name: _____

Authorized Signatory: _____

Signature / Stamp: _____

Date: _____

Any offer below the reserve base rent shall be non-responsive.

ANNEXURE E – BID SECURITY FORMAT

Unconditional and irrevocable guarantee in favour of Government of Pakistan / Estate Office Management, Karachi for Rs. 48,000/- (Rupees Forty-Eight Thousand only), in connection with the bid for lease of the Government commercial plot near Ibrahimi Masjid, Federal Capital Area, Karachi.

Field	Details
Bank	_____
Guarantee No.	_____
Date	_____
Amount	Rs. 48,000/-
Validity	_____
Authorized Signatory	_____

ANNEXURE F – AFFIDAVIT OF NON-BLACKLISTING / ELIGIBILITY

I/We, _____ son/daughter of _____, CNIC No. _____, on behalf of _____, solemnly declare that:

- I/We am/are eligible to participate in this bidding process.
- I/We have not been declared bankrupt or insolvent.
- I/We have not been convicted of any relevant offence that would disqualify me/us.
- I/We are not blacklisted/debarred by any Government organization, except as disclosed in writing.
- All documents and information submitted with the bid are true and correct.
- I/We shall obtain all required approvals, licences, NOCs and clearances at my/our own cost if awarded.
- I/We shall comply with the final Lease Agreement and applicable laws.
- I/We accept the 10% annual rent escalation provision.

DEPONENT: _____ CNIC: _____

SIGNATURE: _____ DATE: _____

Attested by Oath Commissioner / Notary Public, as applicable.

ANNEXURE G – INTEGRITY / COMPLIANCE UNDERTAKING

I/We undertake that no unlawful inducement, payment, commission, gift, favour or other improper benefit has been offered or will be offered to any official in connection with this bidding process. I/We shall comply with applicable procurement, anti-corruption, taxation, labour, environmental, building and fire-safety laws. I/We understand that material misrepresentation, concealment, collusion or forged documents may result in rejection and legal action.

Bidder: _____ Authorized Signatory: _____ Date: _____

ANNEXURE H – SITE VISIT / ACKNOWLEDGEMENT

Field	Details
Bidder Name	_____
Representative	_____
CNIC	_____
Date of Visit	_____
Bidder Signature	_____
Estate Office Representative	_____
Remarks	_____

ANNEXURE I – LEASE AGREEMENT: PRINCIPAL TERMS

The final Lease Agreement shall be prepared/approved by the competent authority. The following principal terms shall form its basis:

Clause	Principal Term
Lessor	Government of Pakistan / Estate Office Management, Karachi
Lessee	Successful bidder / approved legal entity
Premises	Government commercial plot near Ibrahimi Masjid, Federal Capital Area, Karachi
Term	20 years, subject to approval
Rent	Accepted monthly rent
Escalation	10% after completion of each lease year
Use	Marquee, Marriage Hall & Event Complex and approved ancillary uses
Development	At Lessee's sole cost and risk
Approvals	At Lessee's cost before construction/operation
Utilities	At Lessee's cost
Taxes	As applicable
Insurance	As required by law/Lease
Maintenance	Entirely by Lessee
Assignment/Subletting	Only with prior written approval where required
Alterations	Prior written approval required
Inspection	Government inspection rights
Default	As detailed in final Lease
Termination	As detailed in final Lease and applicable law
Expiry/Handover	As detailed in final Lease
Dispute Resolution	As detailed in final Lease

The final executed Lease Agreement shall govern the landlord-tenant relationship and shall include all necessary legal protections, security, default, indemnity, insurance, handover and dispute-resolution clauses.

ANNEXURE J – SUBMISSION CHECKLIST

- ☐ EPADS 2.0 registration completed.
- ☐ Technical Proposal uploaded separately.
- ☐ Financial Proposal uploaded separately.
- ☐ No rent/price disclosed in Technical Proposal.
- ☐ Bid Security of Rs. 48,000/- provided in prescribed form.
- ☐ Valid CNIC / registration / incorporation documents attached.
- ☐ Authorization of signatory attached.
- ☐ NTN/tax documents attached as applicable.
- ☐ Financial capability evidence attached.
- ☐ Development Proposal attached.
- ☐ Master/site utilization plan attached.
- ☐ Investment and financing plan attached.
- ☐ Construction/development schedule attached.
- ☐ Operations and maintenance plan attached.
- ☐ Fire/life safety and environmental approach attached.
- ☐ Relevant experience evidence attached.
- ☐ Risk management plan attached.
- ☐ Non-blacklisting affidavit attached.
- ☐ Integrity undertaking attached.
- ☐ Site visit/assessment acknowledgement attached.
- ☐ All addenda acknowledged.
- ☐ All documents are legible, complete and properly signed/stamped where required.
- ☐ Financial offer is not below Rs. 200,000/- per month.
- ☐ Acceptance of 10% annual rent escalation confirmed.

FINAL NOTES & IMPORTANT PROCUREMENT CONDITIONS

- These Bidding Documents shall be read together with the procurement notice, EPADS instructions, corrigenda/addenda and the final approved Lease Agreement.
- In case of inconsistency, applicable law/rules and the final approved Lease Agreement shall prevail to the extent legally applicable.
- The bidder is solely responsible for timely and successful electronic submission on EPADS.
- The bidder shall not rely on oral statements; only written clarifications/addenda issued through the prescribed channel shall be binding.
- The reserve base rent is Rs. 200,000/- per month and is the minimum acceptable financial offer.
- The accepted rent shall be escalated by 10% after completion of each lease year.
- All statutory approvals, construction costs, utility costs, professional fees, taxes/charges and operating expenses attributable to the Lessee shall be borne by the Lessee unless expressly provided otherwise.
- The Government does not guarantee profitability, occupancy, event volume, utility availability or commercial return.
- The successful bidder shall not claim compensation merely because the project is less profitable than anticipated.
- All Government rights are subject to applicable procurement and lease law.

CONTACT

Deputy Director
Estate Office Management, Karachi
Block No. 5-B, Pakistan Secretariat, Saddar, Karachi
Telephone: 021-99206242, 021-99204975

END OF BIDDING DOCUMENTS