PAKISTAN BAIT-UL-MAL
(Ministry of Poverty Alleviation & Social Safety)

TENDER NOTICE

HIRING OF PBM HEAD OFFICE BUILDING ON RENT IN ISLAMABAD

Pakistan Bait-ul-Mal (PBM) invites e-bids through EPADS v2.0 from eligible bidders registered on EPADS v2.0 for hiring an independent building on a monthly rental basis for its Head Office in Islamabad.

2. Building Requirements & Technical Specifications

- Location: Urban/suburban Islamabad, preferably along Expressway (Kaak Pul to Faisal Masjid), Margalla Road, Islamabad sectors, 9th Avenue, Srinagar Highway (Islamabad side) with easy public transport access.
- Covered Area: Approximately 50,000 Sqft or more
- Structure: Independent plaza, blocks / floors in multistory commercial building or house with structural stability certification / affidavit.
- Facilities: 160 or above rooms/halls, including at least 30 attached bathrooms, 20 separate washrooms, spacious kitchen/cafeteria, parking for 100 cars and 100 motorcycles, dedicated transformer (100 KVA or above), pre-installed 200 KVA generator or dedicated space, lift (if multi-storey), separate 3-phase electricity meter, gas, uninterrupted water supply, and provision for IT networking, server room, and telephone lines. 200KVA Solar System or above preferably.
- Plaza / Multistory building with the required covered area having open halls are also eligible but in case of selection, owner has to modify the building as per requirement of the organization.
- Mandatory Documents with Technical Bid: Ownership/title documents, CDA/Society allotment and approved building plan, non-litigation affidavit, CNIC(s), ATL status, stability certificate / affidavit, building address, power of attorney (if applicable), contact details, and latest utility bills. Rental demand shall be quoted in the Financial Bid only.

3. Procurement Method

Single Stage-Two Envelope Procedure (Open Competitive Bidding) under Quality and Cost Based System (QCBS) in accordance with the Public Procurement Rules, 2004 and applicable regulations/instructions.

4. Bid Security

Each bid must be accompanied by the prescribed Bid Security or Bid Securing Declaration as specified in the bidding documents.

5. Bidding Documents

E-bidding documents, including terms, conditions and specifications, will be available on EPADS: https://vendors.epads.gov.pk/

6. Submission & Opening

E-bids must be submitted through EPADS v2.0 by 31-08-2026, 1100 hrs. Bids will be opened on the same day at 1130 hrs. Manual bids will not be accepted. Unregistered Bidders/ individuals may register on EPADS. Registration tutorial: https://www.youtube.com/watch?v=MNW6T38v7tc

7. Grievance Redressal

The Grievance Redressal Committee (GRC) has been notified under Rule 48 of the Public Procurement Rules, 2004. Details are available on EPADS, the procuring agency's website, and PPRA website.

Deputy Director (Procurement & Inventory)

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