

**HEADQUARTERS
PAKISTAN AIRPORTS AUTHORITY**

پاکستان ائیر پورٹس اتھارٹی

**TENDER NOTICE (REVERSE PROCUREMENT)
BUSINESS OPPORTUNITY AT ISLAMABAD INTERNATIONAL AIRPORT, ISLAMABAD**

1. Pakistan Airports Authority (PAA) is inviting tenders for following concession on a single stage/ two-envelopes basis from registered companies / firms / joint ventures / sole proprietors having relevant experience with good reputation and sound financial background. Eligibility criteria for bidders is 80% weightage in their technical evaluation.

S.No	CONCESSION NAME	RESERVE PRICE (in USD p.m.)	LICENSE PERIOD	DATE & TIME OF SUBMISSION	DATE & TIME OF OPENING	VENUE FOR TENDER SUBMISSION & OPENING
i.	Establishment and Operation of Premium Meet & Assist / Concierge Service at IIAP Islamabad	12,000/-	Five (05) years or till finalization of outsourcing of IIAP Islamabad, whichever is earlier	12 th March, 2026 at 1000 hrs	12 th March, 2026 at 1030 hrs	Conference Room of IIAP Islamabad

2. The concession will be awarded for the period as specified above with 10% annual enhancement on cumulative basis during subsequent year(s). Bids higher than the reserve price shall only be entertained.

3. Tender Forms detailing the process and requirements can be obtained from the following office on provision of a written request with a copy of CNIC & NTN Certificate (Mandatory) along with payment of **Rs. 5,000/- (Rupees Five Thousand only)** (Non-refundable) via Pay Order / Demand Draft in favour of **Pakistan Airports Authority**.

OFFICE	CONTACT NOS.	TIMINGS
JtDS. Commercial, IIAP, Islamabad	Tel: 051-95550551, 051-95550553	Working hours on working days

4. Tender documents i.e. Technical and Financial offers, each sealed in a separate envelope and separately marked as **“Technical Offer”** and **“Financial Offer”** duly mentioning name of the concession are to be placed in one envelope specifying the subject tender. Tender documents are to be dropped in the Box placed in the **Conference Room of IIAP Islamabad** by the specified date and time. The Box will be sealed and no tender documents would be allowed after the specified time. Technical offers would be opened after half an hour after De-sealing the Box in the presence of the bidders who wish to attend. No tender would be sold on the last day, i.e., day of submission.

5. Advance Income tax will be recovered from the successful bidder / licensee under section 236-A of Income Tax Ordinance, 2001. Defaulters of PAA dues are not eligible to apply. Late, ambiguous and/or conditional tenders shall not be entertained.

6. If a bidder submits fake / bogus pay orders as Earnest Money or any other fake / tempered document, not only the company / firm / individuals' tender will be cancelled and the company / firm / individual will be debarred / blacklisted, but its security deposit / Earnest Money etc. will also be forfeited.

7. If a sitting licensee or any of its Associated Companies / Firms and Sole Proprietors participating in any Tender has outstanding dues against Company/Firm/Sole proprietor as per billing record, at any PAA Airports on the date of Tender Opening, then, the same may be cleared by the bidder prior to Financial bid opening. In case the bidder fails to clear the outstanding dues prior to financial opening, the bidder will be disqualified and its Financial Bid will not be opened.

8. Any information or clarification may be obtained from the office of Officer In-charge Commercial PAA IIAP, Islamabad. Tender Notice is also available on websites: www.paa.gov.pk & www.ppra.org.pk.

9. PAA reserves the right to reject any or all tenders without being liable for any claim/compensation of any nature whatsoever. The cogent reasons for rejection or non-consideration of technical / financial bid will be communicated to the bidder for any clarification (if required). Decision of PAA shall be final and shall not be challenged.

Director Commercial & Estates

Headquarters, Pakistan Airports Authority
Terminal – 1, Jinnah International Airport Karachi, Pakistan
Telephone : +92 21-99242531, Fax: +92 21 99242532

E-mail : dce@paa.gov.pk
Website : www.paa.gov.pk