



TENDER DOCUMENTS

**TO ESTABLISH & OPERATE TRANSIT HOTEL AT
ISLAMABAD INTERNATIONAL AIRPORT (IIAP)**

TENDER DOCUMENT

TO ESTABLISH & OPERATE TRANSIT HOTEL AT ISLAMABAD INTERNATIONAL AIRPORT (IIAP)

Pakistan Airports Authority (PAA) invites sealed bids for subject facility on minimum Plot area of measuring **10,793 sq.yds** on Single Stage two envelope basis, from reputable and eligible National & International Firms/ Companies/ Organizations as detailed below:

1. Name of Business:	To Establish & Operate Transit Hotel at IIAP Islamabad.
2. Mode of Contract & Policy Applicable:	Lease Basis in accordance with Land Lease Policy-2019 which can be obtained during office hours from offices of the Director Commercial & Estates, HQPAA, Karachi and COO/Airport Manager, IIAP Islamabad.
3. Period of Lease:	30 Years (extendable for another period of 20 years on mutual consent subject to a pre-determination that the land is not required for airport infrastructural development).
4. Reserve price:	a) Reserve Price for the business is <u>Rs. 26,250/- per sq. yard.</u> b) PAA will charge a one-time Premium and Annual Ground Rent as follows: <u>Premium:</u> 1/3 [one third] of Land Value/ price <u>Annual Ground Rent:</u> 10% of the assessed premium for the 1 st period of 10 year. <u>(Detail of Premium and AGR is given on Page No. 5)</u>
5. Earnest Money Deposit:	a) Earnest money of <u>Rs. 14,000,000/-</u> in the form of pay-order in favor of Pakistan Airports Authority. b) If a bidder submits fake / bogus pay orders as Earnest Money or any other fake / tempered document(s), not only his tender will be cancelled and the firm will be debarred / blacklisted but all his Earnest Money etc. will also be forfeited.
6. Tender Opening Date, Time & Venue:	a) Tenders should be dropped in the tender box latest by <u>21st May 2026</u> before <u>1100 hrs.</u> b) Tender Box will be sealed at <u>1100 hrs</u> and Technical offer would be opened on same day at <u>1130 hrs</u> in the presence of representatives of the firms. c) Conference Room of COO/ Airport Manager, IIAP Islamabad.
7. Technical Offer:	Bidders must secure 80% marks to be Technically qualified.
8. Opening of Financial Offer:	Financial offers of only technically qualified Companies /Firms/ Organizations will be opened in the presence of their authorized representatives within <u>fifteen (15)</u> Days of tender process.
9. Signing of Agreement:	30 days from the date of issuance of Award letter.

FINANCIAL OFFER

**TO ESTABLISH & OPERATE TRANSIT HOTEL AT ISLAMABAD
INTERNATIONAL AIRPORT (IIAP)**

Reserve price for the subject Tender is **Rs. 26,250/- per square yard** for the lease of land at IIAP Islamabad.

1 **Name of Bidder:** _____
(In block letters)

2. **Address:** _____
(In block letters)

3 **National Tax No.** _____

4. The lease shall be awarded for a period of **thirty (30) years** (extendable for another term of 20 years on mutual consent subject to a pre-determination that the project land is not required for airport infrastructural development) from the date of handing/taking over of the land.

5. Rate offered Rs. _____ per sq. yard.

6. Area reserved for the purpose: **10,793** sq. yard.

7. A Bank draft/ Pay order for **Rs. 14,000,000/-** in favor of **Pakistan Airports Authority** is enclosed, and shall be treated as Earnest Money. In case I/we am/are declared the successful bidder, this amount shall be held as part payment on account of premium. I/we undertake to pay the balance amount to Pakistan Airports Authority within 30 days of such intimation. Thereafter, I/we shall pay dues as per award of lease in compliance of the applicable Land Lease Policy. If the bid is not accepted, the Bank Draft / Pay Order will be returned to the unsuccessful bidders, after completion of tender process.

8. I/We undertake to follow the terms and conditions of the award of lease and shall abide by and comply with the tax and other laws, rules and regulations applicable to the land/business as amended from time to time.

9. I/We acknowledge that Pakistan Airports Authority reserves the right to accept or reject any or all the tenders for sufficient and cogent reasons which will be communicated to the bidders on written request.

NAME & SIGNATURE (ON BEHALF OF BIDDER)

Signature: _____

Address: _____

CNIC No. _____

Dated: _____

Note:

1. Any conditional bid or offered bid lower than the Reserve Price shall be rejected.
2. This page to be attached with Financial Offer.

INSTRUCTIONS AND TERMS & CONDITIONS OF TENDER
TO ESTABLISH & OPERATE TRANSIT HOTEL AT ISLAMABAD
INTERNATIONAL AIRPORT (IIAP)

1. GENERAL INSTRUCTIONS

Bidders are requested to read the following Terms & Conditions of tender “**To Establish & Operate Transit Hotel at IIAP Islamabad**” carefully and thoroughly.

- a. All bids must be based on these specified instructions and the terms & conditions and acknowledged by signatures at the end. Submission of incomplete tender documents may render the bids rejected.
- b. Bids are to be typed or hand-written clearly and legibly on the Tender Form. Use of correcting fluid is strictly prohibited and no tender document shall be entertained in which correcting fluids are used.
- c. Overwriting or erasing if any is to be circled and initialed.
- d. Bids and Tender documents must be signed by CEO/MD otherwise, valid and duly attested authority letter must be attached in favor of the person authorized to sign the Bid/ Tender or correspondence and to attend the tender opening meetings. Failing this, the bid shall not be entertained and he/she shall not be allowed to attend the tender proceedings.
- e. After signing of the contract with the successful bidder, no document of tender process shall be relied upon by the contractor subsequently in any manner whatsoever.

2. TENDER PROCEDURE: -

First Stage: - All Bidders are required to submit their bids in two sealed envelopes clearly marked as Technical Offer and Financial Offer respectively. Both of these envelopes will be put in one sealed envelope bearing the following information: -

- Name of project
- Date & time of submission.
- Details of the company/firm with address.
- Affidavit that they have enclosed appropriate amount of earnest money in the form of pay order in favor of Pakistan Airports Authority.
- The envelopes will be signed and properly sealed.
- Tenders are to be dropped in the tender box on or before **21st May 2026** by **1100 hrs.**
- Tender will be opened on the same day at **1130 hrs.**

Second Stage: - Tender Opening Committee will open Technical Offer and evaluate technically each bid and put up the recommendation to competent authority. Firm scoring 80% or more marks will be considered as technically qualified subject to provision of all valid mandatory documents. Technical evaluation shall be conducted in the light of attached proforma / evaluation form developed on the requirements of **clause-20 (Sub Para a to p)**. The technically disqualified companies will be informed accordingly and their financial offer will be returned unopened. Financial offers of technically qualified companies will be opened in the presence of their representatives within 15 days of tender process.

3. ELIGIBILITY

- a) Companies / Firms / Joint Ventures and Sole-Proprietors (Registered), having relevant experience, good reputation, sound financial background, and fulfilling the conditions enumerated in succeeding paragraphs, who are not defaulters of PAA / other Government Organizations are eligible to participate in the tender.
- b) If a bidder 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.

Note: Company means the Company incorporated / recognized under the Companies Act, 2017. Firm includes Partnership Firms duly registered with Registrar of Firms and Sole Proprietors preferably registered with Registrar of Firms/FBR with business name(s) mentioned on the NTN/other relevant Certificate.

4. SUBMISSION OF TENDERS

Tender should be submitted in a sealed envelope marked as “**To Establish & Operate Transit Hotel at Islamabad International Airport**”, addressed to COO/Airport Manager, Islamabad International Airport and should be dropped in the Tender Box placed in the Conference Room of COO/ Airport Manager, IIAP Islamabad by **1100 hours** on **21st May 2026**. Late, ambiguous, incomplete and conditional offers shall not be entertained.

5. TENDER OPENING DATE

PAA’s Tender Opening Committee will open the tender on the same day at **1130 hours** in the Conference Room of COO/ Airport Manager, IIAP Islamabad in presence of the bidders or authorized representatives who wish to attend.

6. PLACE OF BUSINESS

The successful bidder will be required to use the space provided for no purpose other than the one indicated in the Tender Form. COO/ Airport Manager IIAP Islamabad will specify the exact location of the plot to the successful bidder for said business.

7. SIGNING AND FILING-IN TENDER FORM

Tenders must be submitted on the prescribed Tender Form and must be signed and dated by the person so authorized. All entries in the Tender Form and signature should be in ink and all corrections must be initialed/ signed. Use of any correcting fluid/eraser in the Tender Form is not allowed. Full name of the authorized signatory to the Tender Form must be clearly written.

8. BUSINESS OPERATIONS

The place of business is to remain open as per operational requirement of IIAP Islamabad.

9. ADVANCE TAX

The successful bidder/ lessee shall pay all the required taxes to Income Tax Department and other departments of the Federal and Provincial Government. Income Tax will be recovered from the successful bidder / lessee under section 236-A of Income Tax Ordinance 2001. However, no such income tax under section 236-A will be recovered from the successful bidder provided the successful bidder/ lessee produce exemption certificate from the commissioner income tax where his tax liability is assessable.

10. REBATE AND EXTENSION OF LEASE

The lease shall be awarded for **thirty (30) years**. After completion of 30 years, the period of lease may be extended to another term of 20 years on mutual consent basis subject to a pre-determination that the project land is not required for airport infrastructural development. The Annual Ground Rent shall be charged as described in Clause 13 (b) of this tender document. However, upon extension, Premium shall not be charged.

11. INSURANCE

The lessee shall provide appropriate insurance cover by a reputed Company whose PACRA/ JCR-VIS rating is acceptable to PAA to cater for any damage to life and / or property, which may arise due to any incident, related to the construction / maintenance/ operation / running of business at the leased land.

12. NON-EXCLUSIVE RIGHTS

The successful bidder/lessee shall have no exclusive right for running the business and PAA may allow other such activity on its land at IIAP Islamabad.

13. PAYMENT SCHEDULE

a) PREMIUM

Premium shall be fixed with reference to land value and shall be charged at the rate of 1/3 [one third] of the land value.

Premium will be calculated as follows:

$$P = (R \times A) / 3$$

Where:

P = Premium

R = Rate of land quoted by the bidder

A = Plot Area reserved for the purpose

Premium shall be paid in lump sum or in three installments as follows:

Upon Payment of Premium in Lump sum, rebate of 1% in Premium amount shall be admissible. However, annual ground rent shall be charged on the basis of original amount of Premium.

OR

1st installment at the time of award of lease.

2nd installment after six (6) months of 1st installment.

3rd installment within twelve (12) months of the 2nd installment.

b) ANNUAL GROUND RENT (AGR)

AGR shall be charged in advance for the period that shall commence from the date of handing over the possession of the leased land and approval of the building plan whichever is later.

AGR will be calculated as follows:

10% of the assessed premium for the 1st period of 10 years.

100% increase for the 2nd period of 10 years.

100% increase for the 3rd period of 10 years.

In case of extension of lease for another term of 20 years, AGR shall be calculated as follows:

150% increase for the 4th period of 10 years.

100% increase for the 5th period of 10 years.

14. TIMELINES FOR COMPLETION OF PROJECT

- a. The lessee shall submit detailed drawings (as per the requirements of the lessor) for approval to the office of the COO/Airport Manager, IIAP Islamabad within a period of Thirty (30) days of physical possession of the premises.
- b. The Lessee shall start construction work at the land specified for the purpose on their own cost within the specified period of **three (03) months** from the date of physical possession of land and approval of building plan (whichever is later).
- c. The Lessee shall complete the construction work and start operation within **two (02) years** of physical possession and approval of building plan (whichever is later) provided that upon written request the period may be extended on reasonable justification for a total term not exceeding **one year**.

15. NON UTILIZATION CHARGES

- a. If the lessee fails to start the project within the stipulated period, the lessee shall be liable to pay non utilization charges of **Rs.100/- per square yard per month** till the time of default is continued.
- b. If the lessee fails to complete the project for operation within the period provided and in the lease deed or within the extended period allowed by the Authority, the lessee shall be liable to pay non utilization charges of **Rs.300/- per square yard per month** as delay penalty for a

grace period of 60 days before the notice for cancellation/ termination of lease deed and resumption of land as stipulated in the lease deed.

16. PRE-BID MEETING(S)

- a. Pre-Bid Meeting(s) may be convened at the designated date, time and place which will be communicated to prospective Bidders beforehand. Only those parties who have purchased the Bidding Document(s) shall be allowed to participate in the Pre-Bid Meeting(s). A maximum of five representatives of each Bidder shall be allowed to participate on production of authority letter from the Bidder.
- b. During the course of Pre-Bid Meeting(s), the prospective Bidders will be free to seek clarifications and make suggestions for consideration of PAA. PAA will endeavor to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

17. SPECIAL CONDITIONS

- a. Operation of business is subject to the necessary clearance/ certification from PAA, PCAA & other Govt. organizations (if applicable).
- b. The successful bidder/ lessee shall start construction only after clearance and approval of the building plans/ design drawings (as per the requirement of the lessor) from the office of COO/Airport Manager, IIAP Islamabad.
- c. Surcharge @ 5% shall be levied by PAA against the lessee on the amount payable to PAA, if the lessee fails to pay the Premium / AGR / utility charges or any other charges as applicable within the due date. For the outstanding dues longer than 30 days, additional surcharge @ six (06) months KIBOR + 2% of the outstanding dues per annum shall also be levied.
- d. The successful bidder/ lessee shall not mortgage, charge, or pledge the Leased Property as security for any loan, credit facility, or other financial accommodation from any financial institution during currency of the Lease Agreement.
- e. Allowable height of building is approximatelyft. However, exact allowable height shall be subject to Height Clearance NOC from the concerned Authority.

18. PERSONNEL:

- a. The Lessee shall engage sufficient number of technical/ non- technical personnel as per requirement.
- b. All services shall be performed by persons qualified and skilled in performing such services.
- c. The Lessee shall have to provide Photo Identity Cards to the persons employed by him/her for carrying out the work. These cards are to be constantly displayed and their loss shall be reported immediately.
- d. All the personnel employed by the Lessee will wear uniform.
- e. The employees of the lessee are to be security cleared by the relevant authorities and the clearance is to be submitted to C.O.O/ Airport Manager, IIAP Islamabad.
- f. The personnel engaged by the Lessee shall be the employees of the Lessee and it shall be the duty of the Lessee to pay their salary every month.
- g. The personnel employed by the Lessee should be polite, courteous and well-behaved with the clients. In case of any misconduct or indiscipline, the Lessee shall be responsible on part of persons deployed by him.
- h. The Lessee will be responsible for clearing of the surroundings. The Lessee shall keep the area neat and tidy for which he/she/they/it should engage experienced personnel for this purpose.
- i. In the event of any complaint against any employee of the Lessee, a FINE will be imposed on the Lessee as per nature of the complaint.
- j. The Lessee and its employees shall follow the security instructions/orders issued by PAA from time to time.

- k. The Lessee and its employees shall comply with any special instructions issued by PAA or any Govt. organization (if applicable) including those with regard to security from time to time.
- l. PAA may direct the Lessee to remove any person from the site of work, employed by the Lessee, who may be incompetent or may not conduct himself/herself properly and the Lessee shall forthwith comply with such requirement and replace the said personnel immediately.
- m. The Lessee shall NOT allow any other person to use the premises for any other purpose whatsoever.

19. GENERAL

- a. The lessee will not mortgage / pledge / alienate / sublease any part or portion of the leased land. However only rentals will be allowed in accordance with the purpose of the lease after approval of COO/ Airport Manager IIAP Islamabad in writing.
- b. The Lessee shall use the leased premises only for the purpose of Transit Hotel in the premises subject to the terms and conditions, the guidelines and policies framed by PAA from time to time, and for no other purpose.
- c. The safety and security of electric poles, fittings and fixtures including cables etc shall be ensured by the Lessee and recovery shall be made from the Lessee in case of damage or loss of property.
- d. The Lessee shall arrange at its own cost the security of the premises and inventory thereof and PAA shall not be responsible in any manner whatsoever for the security of the leased premises and the goods stored therein.
- e. The Lessee shall run the business to the complete satisfaction of PAA or any other officer authorized throughout the term of the lease.
- f. Officials or representatives of PAA may at any time monitor the quality of services offered by the lessee.
- g. The Lessee has to make his own arrangements for installation of CCTV cameras and lighting for smooth operation of the facility.
- h. Under no circumstances, the Lessee will deface or disfigure the building/structures provided to him failing which monetary penalty will be imposed as per the terms and conditions of the tender. (No alteration or improvement in the building without prior approval of PAA shall be allowed).
- i. PAA reserves the right to invite other similar businesses / services at the location or its vicinity, which shall not be subject to any objection on part of the bidder / lessee in any manner.
- j. The lessee shall pay all utility charges to the Airport Manager, IIAP Islamabad, including supply of electricity consumed in connection with the lessee at the prevailing rates of electricity where meters are installed or at a flat rate on load basis as decided by Airport Manager, IIAP Islamabad, where no meter is provided. These charges shall be paid monthly by the date indicated on the bill. Delayed payments shall be subject to surcharge as indicated on the bill as per Para-17(c) above in accordance with PAA Rules & Regulations.
- k. The lessee shall be entirely responsible for all electrical wiring and connections of the display equipment and shall pay for any damage caused to any person or PAA building or property as a result of their installation or for any electrical fire caused thereby.
- l. The lessee shall not make any structural addition to or alternation in the premises without prior written permission of the Airport Manager, IIAP Islamabad. If the lessee makes any addition or alteration, with prior permission of APM concerned, he shall restore, at his own risk and cost, the premises to the original condition at the expiry of the lease deed, if so required by PAA.
- m. The lessee shall abide by the Civil Aviation Rules 1994 and all other applicable laws/regulations/instructions and shall also comply with all lawful orders of PAA, PCAA and the Government of Pakistan issued from time to time.

- n. All temporary/permanent structures/ fittings & fixtures required for running the lessee business shall be erected/ placed after the approval of Airport Manager, IIAP Islamabad and shall vest in PAA after expiry or termination of lease deed.
- o. If lessee defaults in the performance of his obligations described herein, deposited amount whatsoever shall be forfeited. The decision of the Airport Manager IIAP Islamabad, as to whether any breach of contract has been committed by the contractor and amount to be forfeited for such breach shall be final and binding on the lessee.

20. DOCUMENTS TO BE SUBMITTED FOR TECHNICAL EVALUATION: -

The certificates / documents listed below shall be submitted along-with the Tender Document and shall be used for Technical Evaluation.

- a. Registration Documents as per specifications below:
 - i) **For Limited Companies:** Company Registration Certificate/ Certificate of Incorporation from SECP (**Mandatory**).
 - ii) **For Partnership Firm:** Registration Certificate from Registrar of Firms (**Mandatory**).
 - iii) **For Sole Proprietorships:** NTN Certificate / Registration with FBR mentioning the name of the registered business (**Mandatory**).
 - iv) **For Joint Ventures:** Registration Certificate from Registrar of Firms/ SECP (as applicable) (**Mandatory**).
- b. Memorandum and Articles of Association in case of a limited Company/ Partnership Deed in case of Firm (**Mandatory**).
- c. Copy of Valid NTN Certificate and Copy of Active Tax Payer Certificate (**Mandatory**).
- d. Joint venture agreement (in case of JV/ Consortium) (**Mandatory**).
- e. Affidavit that they have enclosed appropriate amount of earnest money in the form of pay order in favor of Pakistan Airports Authority (**Mandatory**).
- f. Company/ firm Profile and History.
- g. Documentary evidence of certifications (National/ International) related to operation of Transit Hotel (if any).
- h. Audited Financial Report for Past three (3) years duly signed by CEO/MD of respective firm/ company.
- i. Bank Statements & Bank Certificate of last three (3) years duly signed by CEO/MD of respective firm/ company to assess the financial soundness of firm/ company.
- j. Evidence of payment of income tax and other taxes/duties duly paid to the federal board of Revenue (FBR) during last three (3) years.
- k. Details of Arbitration / Litigation and contingent liabilities, if any, with necessary justification and details of any conviction / litigation against CEO / MD, director(s), partners, sole proprietor with result thereof, or in case of no litigation, such declaration on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well. (**Mandatory**)
- l. An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public to the effect that the Company / Firm / Sole Proprietor and in case of Joint Venture an additional affidavit from each partner of the Joint Venture, is not a defaulter of and blacklisted by PAA or any other Government Agency. In case of any misstatement or misrepresentation, the Earnest Money / Security deposit may be forfeited by PAA if so justified. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well. (**Mandatory**)
- m. An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner / Notary Public declaring / listing all

litigation – whether disposed of or sub judice – filed by the Company / Firm or any of its partners / Sole-Proprietor, in case of Joint Venture an affidavit by each partner of the Joint Venture, against PAA or filed against the bidder by any Government Department. In case of no litigation, an undertaking to that effect shall be submitted on affidavit in the same manner. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well. **(Mandatory)**

- n. Authority Letter / Resolution of the Company in favour of person participating in the tender from Head of the Company or Board of Directors, Managing Partner or Sole-Proprietor to represent the Company / Firm (Partnership / JV or otherwise) / Sole-Proprietor on his behalf in all matters of the Tender **(Mandatory)**
- o. Documentary proof of number of location of Transit Hotel or similar business. In case of partnership /JV Firm / company, relevant experience of partner(s) of the Joint Venture shall be considered as the experience of the JV.
- p. Documentary proof of experience of operating similar business. In case of partnership / JV Firm / company, relevant experience of partner(s) shall be considered as experience of the JV.

Note:“In case of JV/ Consortium, JV companies/ firms/ organizations shall also submit documents mentioned at Clause 20 (c), (f), (g) & (h).”

“Non submission of any of the above listed mandatory document, Company/ Firm/ Organization shall stand Disqualified. However, Government Departments/ Organizations are exempted for submission of documents listed at Para 20 (a & b).”

21. SIGNING OF LEASE DEED: -

The successful bidder shall be required to sign the lease deed prescribed by PAA including other conditions in addition to those set forth above. PAA also reserves the right to vary or add further/special conditions, before/after the parties sign the agreement. Annual Ground Rent shall be affected from the date of handing/ taking over of the possession and approval of Building Plans whichever is later.

22. UNDERTAKING: -

We hereby undertake that: -

- a) In case my/our tender is accepted by PAA by issuing an Award Letter, I/we undertake to execute the prescribed Lease Deed on non-judicial stamp paper of appropriate value with the Lessor/PAA, within 30 days of the receipt of Letter of Award or such extended time if and so conveyed by the Lessor, failing which the Security Deposit / Earnest Money / Advance Fee shall be forfeited.
- b) PAA reserves the right to reject the bid(s), for any reason and I/we shall not challenge the decision of PAA.
- c) I/We have understood the conditions of this Tender and shall be bound by the same. My / our enclosed bid is based on a thorough understanding of the Terms & Conditions laid down for the concession/license.
- d) False or incorrect information/particulars in the Tender Documents shall result in cancellation of Bid / Tender or Lease Deed, as may be applicable, as soon as the same comes into notice of the Lessor.
- e) The Lease Deed shall be signed by the CEO / MD, Managing Partner/Sole-Proprietor or by the duly authorized person / representative for this purpose.

_____/_____/_____
DAY MONTH YEAR

NAME & SIGNATURE OF BIDDER

Mobile #: _____

Name of Company _____

Contact # _____

NTN # _____

CHECKLIST

TO ESTABLISH & OPERATE MAINTENANCE, REPAIR & OVERHAUL FACILITY AT ISLAMABAD INTERNATIONAL AIRPORT

Sr. No.	Technical Evaluation	Yes	No	Remarks
1	Duly filled and signed original Tender Document (Mandatory) .			
2	Registration Certificate from Registrar of firms/ SECP, in case of Partnership or Sole Proprietorship or Joint Venture; or Certificate of Incorporation in case of Limited Company (Mandatory) .			
3	Memorandum and Articles of Association in case of a limited Company/ Partnership Deed in case of Firm (Mandatory) .			
4	Copy of Valid NTN Certificate and Active Tax Payer Certificate (Mandatory) .			
5	Joint venture agreement (in case of JV/ Consortium) (Mandatory) .			
6	Affidavit that they have enclosed appropriate amount of earnest money in the form of pay order in favor of Pakistan Airports Authority (Mandatory) .			
7	Company/ firm Profile and History.			
8	Documentary evidence of certifications (National/ International) related to Transit Hotel (if any).			
9	Audited Financial Report for Past three (3) years duly signed by CEO/MD of respective firm/ company i) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 100M to 200M ii) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 200M to 300M iii) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 300M <u>Note: M stands for Million</u>			
10	Bank Statements & Bank Certificate of last three (3) years duly signed by CEO/MD of respective firm/ company to assess the financial soundness of firm/ company			
11	Evidence of payment of income tax and other taxes/duties duly paid to the federal board of Revenue (FBR) during last three (3) years.			
12	Details of Arbitration / Litigation and contingent liabilities, if any, with necessary justification and details of any conviction / litigation against CEO / MD, director(s), partners, sole proprietor with result thereof, or in case of no litigation, such declaration on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory) .			
13	An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public to the			

	affect that the Company / Firm / Sole Proprietor and in case of Joint Venture an additional affidavit from each partner of the Joint Venture, is not a defaulter of and blacklisted by PAA or any other Government Agency. In case of any misstatement or misrepresentation, the Earnest Money / Security deposit may be forfeited by PAA if so justified. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory).			
14	An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner / Notary Public declaring / listing all litigation – whether disposed of or sub judice – filed by the Company / Firm or any of its partners / Sole-Proprietor, in case of Joint Venture an affidavit by each partner of the Joint Venture, against PAA or filed against the bidder by any Government Department. In case of no litigation, an undertaking to that effect shall be submitted on affidavit in the same manner. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory).			
15	Authority Letter / Resolution of the bidder in favour of person participating in the tender from Head of the Company or Board of Directors, Managing Partner or Sole-Proprietor to represent the Company / Firm (Partnership / JV or otherwise) / Sole-Proprietor on his behalf in all matters of the tender (Mandatory).			
16	Documentary proof of number of location of Transit Hotel or similar business. In case of partnership /JV Firm / company, relevant experience of partner(s) of the Joint Venture shall be considered as the experience of the JV.			
17	Documentary proof of experience of operating similar business. In case of partnership / JV Firm / company, relevant experience of partner(s) shall be considered as experience of the JV.			

Note:

1. Non submission of any of the above listed mandatory document, shall result in disqualification of the firm/company/ organization.
2. In case of Joint Venture, documents mentioned at Sr. No. 4, 7, 8 & 9 should also be submitted by JV Companies/ Firms/ Organizations.
3. In case of Joint Venture, marking will be performed on the basis of documents of lead firm only.

TECHNICAL EVALUATION
TO ESTABLISH & OPERATE MAINTENANCE, REPAIR & OVERHAUL
FACILITY AT ISLAMABAD INTERNATIONAL AIRPORT

Sr. No.	Technical Evaluation	Total Marks	Marks Obtained	Remarks
1	Duly filled and signed original Tender Document (Mandatory) .	-		
2	Registration Certificate from Registrar of firms, in case of Partnership or Sole Proprietorship or Joint Venture; or Certificate of Incorporation in case of Limited Company (Mandatory) .	-		
3	Memorandum and Articles of Association in case of a limited Company/ Partnership Deed in case of Firm (Mandatory) .	-		
4	Copy of Valid NTN Certificate and Active Tax Payer Certificate (Mandatory) .	-		
5	Joint venture agreement (in case of JV/ Consortium) (Mandatory) .	-		
6	Affidavit that they have enclosed appropriate amount of earnest money in the form of pay order in favor of Pakistan Airports Authority (Mandatory) .	-		
7	Company/ firm Profile and History.	15		
8	Documentary evidence of certifications (National/ International) related to Transit Hotel (if any).	05		
8	Audited Financial Report for Past three (3) years duly signed by CEO/MD of respective firm/ company i) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 100M to 200M (6 Marks) ii) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 200M to 300M (12 Marks) iii) Net Worth [Assets – liabilities – accumulated revaluation surplus (if any)] in latest of the previous three fiscal years since 2022-23 above Rs. 300M (18 Marks) <u>Note: M stands for Million</u>	18		
9	Bank Statements & Bank Certificate of last three (3) years duly signed by CEO/MD of respective firm/ company to assess the financial soundness of firm/ company (Bank Certificate = 5 Mark) (4 Marks for each year Bank Statement)	17		
10	Evidence of payment of income tax and other taxes/duties duly paid to the federal board of Revenue (FBR) during last three (3) years (5 Marks for each year tax payment evidence) .	15		
11	Details of Arbitration / Litigation and contingent liabilities, if any, with necessary justification and details of any conviction / litigation against CEO / MD, director(s), partners, sole proprietor with result thereof, or in case of no litigation, such declaration on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory) .	-		

12	An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner/Notary Public to the effect that the Company / Firm / Sole Proprietor and in case of Joint Venture an additional affidavit from each partner of the Joint Venture, is not a defaulter of and blacklisted by PAA or any other Government Agency. In case of any misstatement or misrepresentation, the Earnest Money / Security deposit may be forfeited by PAA if so justified. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory).	-		
13	An Affidavit on non-judicial stamp paper of appropriate value (but not less than Rs. 500 /- denomination) duly attested by the Oath Commissioner / Notary Public declaring / listing all litigation – whether disposed of or sub judice – filed by the Company / Firm or any of its partners / Sole-Proprietor, in case of Joint Venture an affidavit by each partner of the Joint Venture, against PAA or filed against the bidder by any Government Department. In case of no litigation, an undertaking to that effect shall be submitted on affidavit in the same manner. In case of Partnership / JV Firm, requisite details of firms / individuals shall be submitted collectively and separately as well (Mandatory).	-		
14	Authority Letter / Resolution of the bidder in favour of person participating in the tender from Head of the Company or Board of Directors, Managing Partner or Sole-Proprietor to represent the Company / Firm (Partnership / JV or otherwise) / Sole-Proprietor on his behalf in all matters of the tender (Mandatory).	-		
15	Documentary proof of number of location of Transit Hotel or similar business. In case of partnership /JV Firm / company, relevant experience of partner(s) of the Joint Venture shall be considered as the experience of the JV. (a) <3 Businesses = 5 Marks (b) >3 & <5 Businesses = 10 Marks (c) > 5 Businesses = 15 Marks	15		
16	Documentary proof of experience of operating similar business. In case of partnership / JV Firm / company, relevant experience of partner(s) shall be considered as experience of the JV. (a) < 5 years = 7.5 Marks (b) >5 years = 15 Marks	15		
Grand Total		100		

Note:

1. Non submission of any of the above listed mandatory document shall result in disqualification of the company/firm/ organization. However, Government Departments/ Organizations are exempted for submission of documents listed at Sr. No.2 & 3.
2. In case of Joint Venture, marking will be performed on the basis of documents of lead firm only.