GOVERNMENT OF PAKISTAN | MINISTRY OF MARITIME AFFAIRS

GWADAR PORT AUTHORITY

Pak-China Friendship Avenue, Gwadar – 92100

BIDDING DOCUMENT

HIRING OF COMMERCIAL SHOPS ON LEASE

GPA Commercial Centre, Ustad Abdul Majeed Gwadari Road, Gwadar

Ground Plus One (G+1) Storey | 27 Shops | New Construction

Tender Ref. No.	GPA/ESTATE/CC/RENT/ ____/2025-26
Issuing Authority	Director (Estate), Gwadar Port Authority
Procurement Method	Single Stage — Single Envelope	PPRA Rule 36(a)
Date of Advertisement	_____
Bid Submission Deadline	15th June 2026 at 11:00 AM
Bid Opening	15th June 2026 at 11:30 AM — GPA Facilitation Center, GPA Housing Complex, Gwadar
Bid Document Cost	Rs. 1,000/- (Non-refundable)
Bid Validity	90 days from bid opening
Lease Period	1 Year — Renewable with 10% annual escalation
First Floor Preference	Female applicants shall be given preference in allotment

IMPORTANT — SELF-CONTAINED DOCUMENT

This Bidding Document contains all information required to prepare and submit a bid. Bidders are advised to read it in full before submitting.

Each shop must be bid for separately with a separate sealed bid and separate Earnest Money. A bidder may bid for multiple shops.

Female Applicants — First Floor Preference

Female applicants are strongly encouraged to participate. In the allotment of First Floor shops (Shop-14 to Shop-27), preference shall be given to female applicants, provided their bid is at or above the reserve price.

1. INTRODUCTION

Gwadar Port Authority (GPA), Ministry of Maritime Affairs, Government of Pakistan, invites sealed bids from eligible Pakistani nationals for the hiring on lease of twenty-seven (27) commercial shops at the GPA Commercial Centre, Ustad Abdul Majeed Gwadari Road, Gwadar. The building is Ground Plus One (G+1) storey, brand-new construction, fully fitted, with ample vehicle parking.

Bids are invited under the Single Stage — Single Envelope procedure in accordance with PPRA Public Procurement Rules 2004 (Rule 36(a)). This Bidding Document is self-contained. No separate registration or pre-qualification is required.

Each shop shall be awarded independently to the highest bidder at or above the Government-notified reserve price. Bidders may bid for one or more shops; a separate sealed bid and separate Earnest Money instrument is required for each shop.

Female applicants are strongly encouraged to participate. Preference in allotment of First Floor shops shall be given to female applicants, subject to their bid being at or above the reserve price.

2. PROPERTY DETAILS

Location	GPA Commercial Centre, Ustad Abdul Majeed Gwadari Road, Gwadar
Building	Ground Plus One (G+1) Storey — Reinforced Concrete, Brand-New Construction
Total Shops	27 Shops — 13 on Ground Floor (Shops 1–13) | 14 on First Floor (Shops 14–27)
Total Covered Area	Approximately 8,480 sft (Ground Floor) + 8,480 sft (First Floor)
Parking	Ample vehicle parking within GPA Housing Complex
Condition	Move-in ready — new construction
Rate Basis	GoP MoH&W OM No. F.12(65)/2011-Policy dated 13.12.2024 @ Rs. 79/sft/month

2.1 Shop-wise Details, Reserve Prices & Financial Requirements

The following table sets out each shop's covered area, minimum monthly bid price (reserve price), Earnest Money required, and Security Deposit payable on award. Bids below the reserve price shall be rejected.

#	Shop No	Floor	L(ft)	W(ft)	Area(sft)	Min Monthly Rent(Rs.)	Annual Reserve(Rs.)	Earnest Money(Rs.)	Security Deposit(Rs.)
1	Shop-1	Ground	35	19.9	696.50	**Rs.55,024**	Rs.660,282	**Rs.13,206**	**Rs.165,071**
2	Shop-2	Ground	24.1	13.1	315.71	**Rs.24,941**	Rs.299,293	**Rs.5,986**	**Rs.74,823**
3	Shop-3	Ground	24	13.1	314.40	**Rs.24,838**	Rs.298,051	**Rs.5,961**	**Rs.74,513**
4	Shop-4	Ground	24	13.1	314.40	**Rs.24,838**	Rs.298,051	**Rs.5,961**	**Rs.74,513**
5	Shop-5	Ground	19.1	14	267.40	**Rs.21,125**	Rs.253,495	**Rs.5,070**	**Rs.63,374**
6	Shop-6	Ground	19.1	12.7	242.57	**Rs.19,163**	Rs.229,956	**Rs.4,599**	**Rs.57,489**
7	Shop-7	Ground	19.1	12.7	242.57	**Rs.19,163**	Rs.229,956	**Rs.4,599**	**Rs.57,489**
8	Shop-8	Ground	19.1	12.9	246.39	**Rs.19,465**	Rs.233,578	**Rs.4,672**	**Rs.58,394**
9	Shop-9	Ground	19.1	13.9	265.49	**Rs.20,974**	Rs.251,685	**Rs.5,034**	**Rs.62,921**
10	Shop-10	Ground	24.1	14	337.40	**Rs.26,655**	Rs.319,855	**Rs.6,397**	**Rs.79,964**
11	Shop-11	Ground	24.1	14	337.40	**Rs.26,655**	Rs.319,855	**Rs.6,397**	**Rs.79,964**
12	Shop-12	Ground	24.1	13.9	334.99	**Rs.26,464**	Rs.317,571	**Rs.6,351**	**Rs.79,393**
13	Shop-13	Ground	35	19.9	696.50	**Rs.55,024**	Rs.660,282	**Rs.13,206**	**Rs.165,071**
14	Shop-14	**First**	35	19.9	696.50	**Rs.55,024**	Rs.660,282	**Rs.13,206**	**Rs.165,071**
15	Shop-15	**First**	24.1	13.1	315.71	**Rs.24,941**	Rs.299,293	**Rs.5,986**	**Rs.74,823**
16	Shop-16	**First**	24	13.1	314.40	**Rs.24,838**	Rs.298,051	**Rs.5,961**	**Rs.74,513**
17	Shop-17	**First**	24	13.1	314.40	**Rs.24,838**	Rs.298,051	**Rs.5,961**	**Rs.74,513**

18	Shop-18	**First**	19.1	14	267.40	**Rs.21,125**	Rs.253,495	**Rs.5,070**	**Rs.63,374**
19	Shop-19	**First**	19.1	12.7	242.57	**Rs.19,163**	Rs.229,956	**Rs.4,599**	**Rs.57,489**
20	Shop-20	**First**	19.1	12.7	242.57	**Rs.19,163**	Rs.229,956	**Rs.4,599**	**Rs.57,489**
21	Shop-21	**First**	19.1	12.9	246.39	**Rs.19,465**	Rs.233,578	**Rs.4,672**	**Rs.58,394**
22	Shop-22	**First**	19.1	13.9	265.49	**Rs.20,974**	Rs.251,685	**Rs.5,034**	**Rs.62,921**
23	Shop-23	**First**	24.1	14	337.40	**Rs.26,655**	Rs.319,855	**Rs.6,397**	**Rs.79,964**
24	Shop-24	**First**	24.1	14	337.40	**Rs.26,655**	Rs.319,855	**Rs.6,397**	**Rs.79,964**
25	Shop-25	**First**	24.1	13.9	334.99	**Rs.26,464**	Rs.317,571	**Rs.6,351**	**Rs.79,393**
26	Shop-26	**First**	35	19.9	696.50	**Rs.55,024**	Rs.660,282	**Rs.13,206**	**Rs.165,071**
27	Shop-27	**First**	19.9	19.5	388.05	**Rs.30,656**	Rs.367,871	**Rs.7,357**	**Rs.91,968**

GF = Ground Floor (Shops 1–13) | FF = First Floor (Shops 14–27) — Female Preference | Rate: Rs. 79/sft/month per GoP MoH&W OM F.12(65)/2011-Policy dated 13.12.2024 | Earnest = 2% of Annual Reserve | Security = 3 months accepted rent

3. ELIGIBILITY CRITERIA

The following persons are eligible to submit bids:

- Pakistani nationals — individuals, firms and companies.
- Individuals: Must hold a valid Computerized National Identity Card (CNIC). NTN is NOT required for individual bidders.
- Firms and Companies: Must provide CNIC of the authorised signatory AND the firm/company's valid NTN certificate.
- Must not be blacklisted or debarred by any Government of Pakistan department, authority, financial institution or bank.
- Female nationals aged 18 years and above are especially encouraged to apply and shall be given preference in allotment of First Floor shops (Shops 14–27).

Note on NTN Requirement
Individual bidders (single persons in their personal capacity) do NOT require NTN. NTN is mandatory only for bidders who are registered firms, partnerships, or companies.

4. BIDDING PROCEDURE

4.1 Procurement Method

Single Stage — Single Envelope competitive bidding under PPRA Rule 36(a). All bid documents are submitted in a single sealed envelope. All bids are opened together at the bid opening session.

4.2 How to Prepare and Submit a Bid

1. Obtain this Bidding Document from the office of Director (Estate), GPA Facilitation Center, GPA Housing Complex, Gwadar, on payment of Rs. 1,000/- (non-refundable). The document is also available on www.gwadarport.gov.pk and www.ppra.org.pk.
2. Decide which shop(s) you wish to bid for. Prepare a separate bid for each shop.
3. Complete the Bid Form (Annex A) for each shop. State the offered monthly rent clearly in both figures and words. The offered rent must be equal to or above the reserve price shown in Section 2.
4. Obtain Earnest Money equivalent to 2% of the Annual Reserve Price of the specific shop being bid for. Earnest Money must be in the form of a Pay Order or Bank Draft made in favour of Gwadar Port Authority. Cash shall not be accepted.
5. Attach the following to each bid envelope: (a) Completed Bid Form Annex A; (b) Earnest Money Pay Order / Bank Draft; (c) Attested copy of CNIC; (d) For firms/companies: attested copy of NTN certificate; (e) Completed Undertaking — Annex B.
6. Seal the envelope and write clearly on the outside: "BID FOR SHOP NO. _____ — GPA COMMERCIAL CENTRE" along with the bidder's name and CNIC number.
7. Submit the sealed envelope at: Office of the Director (Estate), Gwadar Port Authority, GPA Facilitation Center, GPA Housing Complex, Gwadar, not later than 15th June 2026 at 11:00 AM.
8. Bids received after 11:00 AM on 15th June 2026 shall be rejected and returned unopened.

4.3 Bid Opening

Bids shall be opened on 15th June 2026 at 11:30 AM at GPA Facilitation Center, GPA Housing Complex, Gwadar, in the presence of the Bid Opening Committee. Bidders or their authorised representatives are welcome to attend the opening. The name of each bidder and the offered rent for each shop shall be read aloud and recorded in the Bid Opening Register.

4.4 Bid Evaluation

- All bids shall first be checked for completeness and validity of Earnest Money.
- Any bid with missing documents or insufficient Earnest Money shall be rejected at this stage.
- Among valid bids for each shop, bids below the reserve price shall be rejected.
- The remaining bids shall be ranked from highest to lowest offered monthly rent.
- The highest bidder above the reserve price for each shop shall be recommended for award.
- In case of equal highest bids for the same shop, a draw of lots shall be conducted in the presence of the tied bidders.
- For First Floor shops (14–27): where a female applicant and a non-female applicant submit equal bids, preference in allotment shall be given to the female applicant.

5. TERMS AND CONDITIONS

5.1 Earnest Money

Every bid must be accompanied by Earnest Money equal to 2% of the annual reserve price of the specific shop. Earnest Money must be submitted as a Pay Order or Bank Draft in favour of Gwadar Port Authority. Earnest Money of unsuccessful bidders shall be refunded within fifteen (15) working days of bid opening. Earnest Money of the successful bidder shall be retained until execution of the Lease Agreement and receipt of Security Deposit, and shall thereafter be refunded.

5.2 Security Deposit

The successful bidder must pay a Security Deposit equal to three (3) months of the accepted monthly rent within seven (7) working days of receipt of the Award Letter. The Security Deposit is refundable at the end of the lease, subject to no outstanding dues, penalties or damages to the premises.

5.3 Award & Lease Commencement

Upon approval of the Bid Evaluation Report, GPA shall issue an Award Letter to each successful bidder. The Lease Agreement (Annex C) shall be executed within ten (10) working days of the Award Letter. The lease term commences on the date of execution of the Lease Agreement.

5.4 Lease Period & Renewal

The lease period is one (1) year. The lease is renewable annually on mutual agreement with an escalation of ten percent (10%) on the preceding year's accepted monthly rent. Either party shall give at least thirty (30) days' written notice of intention not to renew.

5.5 Rent Payment

Monthly rent is payable in advance on or before the 5th of each calendar month into GPA's designated bank account. Late payment shall attract a surcharge of two percent (2%) per month on the outstanding amount. Failure to pay rent for two (2) consecutive months shall be grounds for immediate termination and forfeiture of Security Deposit.

5.6 Permitted Use

The leased shop shall be used solely for lawful commercial and retail trade purposes. The lessee shall not use the premises for residential, storage-only, or any unlawful purpose.

5.7 Prohibited Actions

- Sub-letting, assignment or transfer of the lease, whether in whole or in part, is strictly prohibited without prior written approval of GPA.
- No structural alteration, addition or modification to the shop is permitted without prior written approval of GPA.
- Display of signage outside the shop requires GPA's prior approval. Signage must not cause damage to the building fabric.

5.8 Maintenance & Condition

The lessee shall maintain the shop in clean, hygienic and good condition throughout the lease period. On expiry or termination of the lease, the lessee shall hand back the shop to GPA in the same condition (fair wear and tear excepted).

5.9 GPA's Reserved Rights

- GPA reserves the right to reject any or all bids at any stage without assigning any reason.
- GPA reserves the right to cancel the tender process in whole or in part without liability to any bidder.
- GPA reserves the right to re-tender any shop at any time if the successful bidder fails to comply with post-award conditions.
- GPA's decision on all matters relating to this tender shall be final, subject to applicable PPRA grievance mechanisms.

6. IMPORTANT DATES & CONTACT

Advertisement Date	_____(English Newspaper + www.ppra.org.pk)
Bid Document Available From	Day of Advertisement — GPA Facilitation Center, GPA Housing Complex, Gwadar
Bid Document Cost	Rs. 1,000/- (Non-refundable)
Last Date for Bid Submission	15th June 2026 at 11:00 AM — GPA Facilitation Center, GPA Housing Complex, Gwadar
Bid Opening Date & Time	15th June 2026 at 11:30 AM — GPA Facilitation Center, GPA Housing Complex, Gwadar
Bid Validity Period	90 days from date of bid opening
Expected Award Date	Within 7 working days of bid opening
Security Deposit Due	Within 7 working days of Award Letter
Lease Agreement Execution	Within 10 working days of Award Letter
Contact	Director (Estate), GPA — Tel: 03435080225
Address	GPA Main Office, Pak-China Friendship Avenue, Gwadar – 92100
Website	www.gwadarport.gov.pk | www.ppra.org.pk

7. GRIEVANCE REDRESSAL

Any bidder aggrieved by any act or decision of GPA in respect of this procurement may file a written complaint with the Grievance Redressal Committee (GRC) of Gwadar Port Authority within fifteen (15) days of the act or decision complained of, in accordance with PPRA Rules 2004.

The GRC shall investigate and decide on the complaint within ten (10) working days of its receipt. If not satisfied with the GRC's decision, the bidder may appeal to the Public Procurement Regulatory Authority (PPRA) within thirty (30) days.

ANNEX A — BID FORM

Complete a separate form for EACH shop being bid for

Submit in a sealed envelope marked with the Shop Number on the outside. One envelope per shop.

To:

The Director (Estate)

Gwadar Port Authority, Pak-China Friendship Avenue, Gwadar

Subject: Bid for Hiring of Commercial Shop — GPA Commercial Centre, Gwadar

Tender Ref. No.	*GPA/ESTATE/CC/RENT/____/2025-26*
Full Name of Bidder	
Father's / Husband's Name	
CNIC No.	*Format: 00000-0000000-0*
Contact Number (Mobile)	
Email Address (if any)	
Postal / Residential Address	
Firm / Company Name (if applicable)	
NTN (Firms / Companies — mandatory)	
Are you a Female Applicant?	*Yes / No (circle one)*
Shop Number being bid for	*e.g. Shop-7*
Floor of Shop	*Ground Floor / First Floor (circle one)*
Covered Area of Shop (sft)	*From Schedule above*
Government Reserve Price (Rs./month)	*From Schedule above*
OFFERED MONTHLY RENT — FIGURES	*Rs. _____per month*
OFFERED MONTHLY RENT — WORDS	*Rupees _____per month only*
Earnest Money Amount (Rs.)	*Rs. _____(= 2% of Annual Reserve Price)*
Earnest Money Instrument Type	*Pay Order / Bank Draft (circle one)*
Instrument No.	
Bank Name & Branch	
Instrument Date	

Declaration: I/We confirm that: (a) the offered rent stated above is genuine and at or above the reserve price; (b) I/We have read and unconditionally accept all terms and conditions of this Bidding Document; (c) I/We am/are not blacklisted by any Government agency or bank; (d) all information provided above is true and correct.

Signature: _____ Date: _____

Name: _____ CNIC: _____

Firm Stamp (if applicable): NTN: _____

ANNEX B — UNDERTAKING / AFFIDAVIT

Execute on non-judicial stamp paper Rs. 100/- and attest before Notary / Oath Commissioner

I / We, _____S/o, D/o, W/o _____, CNIC No. _____, resident of _____, do hereby solemnly affirm and declare as under:

9. I/We am/are a Pakistani national(s) and am/are fully eligible to participate in this tender.
10. I/We am/are not blacklisted or debarred by any Government of Pakistan department, authority, financial institution or bank.
11. I/We have read, understood and unconditionally accept all terms and conditions of this Bidding Document.
12. The Earnest Money instrument submitted with my/our bid has been obtained from legitimate funds.
13. The offered rent stated in my/our Bid Form is genuine and independent, and has not been arrived at through any collusive arrangement with any other bidder.
14. I/We understand that GPA reserves the right to reject any or all bids without assigning any reason, and that I/we have no claim against GPA in that event.
15. If awarded the shop, I/we undertake to pay the Security Deposit and execute the Lease Agreement within the time prescribed in this Bidding Document.
16. (For Firms/Companies only) The NTN certificate and business registration documents submitted herewith are authentic, valid and current.

The above declaration is true to the best of my/our knowledge. I/We understand that any misrepresentation shall entail rejection of bid, forfeiture of Earnest Money, and such further action as GPA may deem fit.

Signature: _____ Date: _____

Name: _____ CNIC: _____

Verified before me:

_____

(Notary / Oath Commissioner — Stamp & Date)

ANNEX C — DRAFT LEASE AGREEMENT

GPA Commercial Centre, Ustad Abdul Majeed Gwadari Road, Gwadar

This is a draft for reference. The final Lease Agreement shall be prepared by GPA on non-judicial stamp paper. In case of any conflict between this draft and the Award Letter, the Award Letter shall prevail.

This Lease Agreement is entered into on the _____day of _____20_____between:

LESSOR: Gwadar Port Authority (GPA), represented by the Chairman, GPA, Pak-China Friendship Avenue, Gwadar – 92100.
AND
LESSEE: _____, S/o, D/o, W/o _____, CNIC No. _____, resident of _____.

1. Premises

The Lessor hereby leases to the Lessee Shop No. _____(Floor: _____, Covered Area: _____ sft) at GPA Commercial Centre, Ustad Abdul Majeed Gwadari Road, Gwadar, on the terms and conditions set out in this Agreement.

2. Term

The lease shall be for a period of one (1) year commencing on _____ and ending on _____, unless earlier terminated in accordance with this Agreement. The lease may be renewed annually on mutual written agreement with an escalation of 10% on the preceding year's monthly rent. Either party shall give thirty (30) days' written notice of intention not to renew.

3. Monthly Rent

The monthly rent shall be Rs. _____/- (Rupees _____only) per month, as accepted by GPA vide Award Letter No. _____ dated _____. Rent is payable in advance on or before the 5th of each calendar month.

4. Security Deposit

The Lessee shall deposit Rs. _____/- (equivalent to three months' accepted rent) as Security Deposit with GPA before execution of this Agreement. The Security Deposit shall be refunded at the end of the lease, subject to no outstanding dues or damages.

5. Late Payment

Rent not paid by the 5th of the month shall attract a surcharge of 2% per month on the outstanding amount. Non-payment for two (2) consecutive months shall entitle GPA to terminate this Agreement forthwith and forfeit the Security Deposit.

6. Permitted Use

The shop shall be used solely for lawful commercial and retail purposes. Residential use, storage only, or any unlawful activity is strictly prohibited.

7. Prohibited Actions by Lessee

- Sub-letting, assignment or transfer of this lease or any interest therein is prohibited without GPA's prior written approval.
- No structural alteration or addition to the shop shall be made without GPA's prior written approval.
- No external signage shall be displayed without GPA's prior approval.

8. Maintenance

The Lessee shall maintain the shop in clean and good condition. On expiry or termination, the shop shall be handed back in its original condition (fair wear and tear accepted).

9. Termination

GPA may terminate this Agreement by giving thirty (30) days' written notice for any material breach. Termination for non-payment of rent shall be immediate with forfeiture of Security Deposit. The Lessee may terminate with thirty (30) days' written notice, forfeiting the Security Deposit if in the first lease year.

10. Dispute Resolution

Any dispute arising from this Agreement shall first be referred to the Chairman, GPA for resolution. If unresolved within thirty (30) days, the dispute shall be referred to arbitration under the Arbitration Act, 1940, with the seat of arbitration at Gwadar.

11. Governing Law

This Agreement shall be governed by the laws of the Islamic Republic of Pakistan.

FOR LESSOR — GWADAR PORT AUTHORITY

Signature: _____

Name: _____

Designation: Chairman, GPA

Date: _____

LESSEE

Signature: _____

Name: _____

CNIC: _____

Date: _____

WITNESSES:

1. Name: _____ CNIC: _____ Signature: _____

2. Name: _____ CNIC: _____ Signature: _____

ANNEX D — BID OPENING REGISTER

To be completed by the Bid Opening Committee on 15th June 2026

Tender Ref. No.	GPA/ESTATE/CC/RENT/ ____/2025-26
Date of Opening	15th June 2026
Time of Opening	11:30 AM
Venue	GPA Facilitation Center, GPA Housing Complex, Gwadar
Committee Members Present	1. _____ 2. _____ 3. _____
Observers Present	1. _____ 2. _____

#	Shop No	Floor	Bidder Name	Father/Firm Name	CNIC/NTN	Offered Rent (Rs./month)	Remarks

Total bids received: _____ Total bids opened: _____ Total bids rejected (incomplete / below reserve): _____

Committee Member 1 Signature:

_____Name:
_____Date:
_____

Committee Member 2 Signature:

_____Name:
_____Date:
_____

Committee Member 3 Signature:

_____Name:
_____Date:
_____