

OFFICE BUILDING REQUIRED ON RENT

The Oil and Gas Regulatory Authority (OGRA) intends to hire building on rent, having at least 500-600 sq yards area with 08-13 spacious Rooms with adequate washrooms along with porch / parking space for vehicle(s) for housing its Regional Office in Karachi preferably in Clifton Blocks 01 to 09, Sunset Boulevard area, Gizri surroundings area, Bath Island, Civil Lines, DHA, Civic Center, Gulshan-e- Iqbal, Nipa Chorangi, Karsaz, Sadder, Nazimabad, PECHS, Tariq Road and Shahrah-e-Faisal, at where mostly Government Offices are currently located. The building must have the facility of parking (porch), gas, water, electricity and other necessary civic amenities etc. The space/building should have reasonable entrance and safe secure location.

2. Interested parties/ individuals may send their sealed bids (**Single stage Two envelope**) [PPRA's Rule 36(b)] with all terms & conditions, detail of location of building, its covered area, Porch size, number of rooms and washrooms with sizes and rent demanded per month and advance payment, if any etc. Pictures/ photographs of the building to be rented out, both inside & outside may be attached with technical bid/proposal. The bids shall comprise single package containing two separate envelopes. Each envelope shall contain separately the **Technical Proposal** and the **Financial Proposal**.

3. The sealed bids will be received till June 30, 2026 at 11: 00 a.m. at OGRA's head office located at 37, Mauve Area, Service Road South G-10/4, Islamabad. Initially the Technical Proposals will be opened by the OGRA's Bid Opening Committee on the same date at 11:30 a.m. at OGRA Head Office, Islamabad. The building(s) offered in the bid shall also be physically visited / inspected by OGRA's Bid Evaluation Committee (BEC) to determine conformance of the building to OGRA's above requirements before opening the Financial Proposal. Financial Proposals of only technically accepted bids shall be opened by BEC after evaluation of the technical proposals.

4. In case, the last date of submission of bids falls on closed official days/ holidays, the date for submission & opening of the bids shall be the next working day.

5. OGRA reserves the right to cancel/reject any or all bids/proposals at any time prior to the acceptance of the bids/proposals as per PPRA Rules, 2004, taking into account the value for money to this agency.

(Ejaz Ahmad Gohar)
Executive Director (Admin)

Oil & Gas Regulatory Authority (OGRA)
37, Mauve Area, Service Road South G-10/4, Islamabad.
Ph: 051-9107893,
051-9108890-98



TECHNICAL PROPOSAL

Office Building Required on Rent

Name of Owner as per ownership document).	Name: _____ (please also attach ownership documents)
Participation through Property Dealer/Agent, original Authority Letter from owner should be attached. OGRA will not pay any agent charges/fee etc.,	
Complete contact address with Telephone, Cell & E-mail.	
Tax Number	
Building is on share basis or without sharing (stand- alone).	Share basis ____ Without Sharing ____
Location of Building with complete address including nearest famous place.	
Total covered area of the building in Sqft.	
Number of stories, single, double, basement etc..	
No. of Rooms with size.	
No. of Washrooms with size	
No. of Kitchen with size.	
Capacity of Car Porch size.	

Parking place for general public vehicles outside the building.	Yes. _____ No. _____
Electricity meter three phase/ single phase with quantity (Consumer No.)	Yes _____ No. _____
Gas Meter with quantity.	Yes _____ No. _____
Water supply facility through pipeline or otherwise)	Yes _____ No _____
Building entrance (independent)	Yes _____ No _____
Any safety/security arrangement	Yes _____ No. _____
Pictures of building attached	Yes _____ No _____
Any other/additional detail if available, attached detail.	
Name of Contact Person: _____ CNIC No. _____ Cell No. _____	Name of Owner: _____ CNIC. No. _____ Cell No. _____ Signature _____ Date: _____

OIL AND GAS REGULATORY AUTHORITY

FINANCIAL PROPOSAL

Office Building Required on Rent

Plot Size (In Sqft)	Building Covered Area (in Sqft)	Rate of rent per Sqft and Rent Per Month (Rs.)	Total rent amount with tax per month (Rs.)

Security amount, if any: _____

Percentage of per year increase if: _____

Rent in words: (Rupee _____
_____)

Name of Contact Person:

CNIC No. _____

Cell No. _____

Name of Owner:

CNIC. No.

Cell No. _____

Signature _____

Date: _____

OIL AND GAS REGULATORY AUTHORITY

ASSESSMENT

Office Building Required on Rent

Assessment will be made in the light of Tender Documents according to Technical & Financial proposals as well as physical inspection of the proposed buildings.

