



NGC – Striving for Reliable Grid
NATIONAL GRID COMPANY OF PAKISTAN LIMITED (NGC)

HIRING OF SPACE IN ISLAMABAD FOR NGC OFFICES

EPADS REFERENCE NO. F-26091957210

1. National Grid Company of Pakistan Limited (NGC) is a public Sector Company. The company intends to hire a commercially located building in Islamabad for its offices with covered unencumbered area **30,000 Sq. ft to 40,000 Sq. ft. or** above in the shape of single premises /adjacent floors for a minimum period of Five (05) Years and further extendable with mutual consent, having following facilities:
 - i. Properly distempered/painted.
 - ii. Availability of appropriate parking space for **minimum 50 vehicles and 50 Motorbikes.**
 - i. Passage for emergency exit from the building.
 - ii. Uninterrupted dedicated 24 hrs. passengers' lifts.
 - iii. Availability of all necessary utilities including drinking water, Electricity, Landline Telephone connection, etc.
 - iv. Backup power/Generator system.
 - v. HVAC System.
 - vi. Dedicated passage of disabled person.
 - vii. Prayer area (separately for men & women) on each floor.
 - viii. Sufficient number of toilets (separately for men & women) on each floor.
 - ix. Proper Security arrangement and CCTV Camera.
 - x. Firefighting system.
 - xi. Janitorial services & regular maintenance services etc.
1. The ideal location may be in any commercial area of Islamabad preferably on Blue area (Jinnah Avenue) , G-7/G-8/G-10/F-7/F-9/F-10/I-9,1-10 Sector & Kashmir Highway.
2. Preference will be given to places/ buildings having approach by public Transport.
3. Interested parties are required to submit their offer/bid on their letterhead giving per square feet rates inclusive of all taxes / fees / capital maintenance cost etc. The offer/bid must have the following information:
 - i. Name of bidder/owner
 - ii. Present and correspondence address
 - iii. Income Tax No. in case of company/CNIC No. in case of individual
 - iv. Proof of Ownership and letter of authority by the owner (in case of marketing agent)
 - v. Registration / approval / completion / compliance certificate of LDA
 - vi. Any other relevant information
4. The offer/bid, prepared in accordance with the instructions, must be submitted through **e-PADS** only on or before, **16th October-2026 at 11:00 AM PST**. However, Bid Security in the form of pay order / CDR/ Banker's Cheque equal to Rs. 100,000/- (refundable to unsuccessful bidder upon award of contract) in favour of **"Chief Engineer (MP&M) NTDC"** is required to be submitted in original before bids submission deadline at the following Employer's Address:

Director General (Procurement) NGC
Hall No.02, 8th Floor Shaheen Complex, Egerton Road Lahore, Pakistan

Bids will be opened the same day at **11:30 AM PST**. This advertisement is also available on PPRA and NGC websites (www.ppra.org.pk & www.ntdc.gov.pk).

5. The offers/bids shall remain valid for a period of 120 days from the date of bid submission and bid security shall remain valid for a period of 150 days.
6. The evaluation shall be made based on technical and financial weightage as per criteria published underneath and, on the website, (www.ntdc.gov.pk). The bidders meeting the minimum 70% score of the technical evaluation shall only be considered for financial evaluation which shall be carried out on a least cost selection basis.
7. For further details/queries (if any) please contact **Chief People and Culture Officer (CPO) NGC**, Hall # 8, 2nd Floor Shaheen Complex, Lahore, Phone No. 42-99205523, Email: dms@ntdc.gov.pk OR dg.procurement@ngc.gov.pk
8. Please note that no brokerage / commission will be paid. The rent of premises will be paid on monthly or on quarterly basis. Bidders are allowed to give their offer for advance rent or security, if any.
9. NGC reserves the right to accept or reject any or all offers/ quotations in accordance with the relevant laws/PPRA Rules.

Director General (Procurement) NGC
Hall # 8, 2nd Floor, Shaheen Complex,
Egerton Road, Lahore



Technical Evaluation Criteria

Location / Access from the main road	10
Offered space	Equal to and above 40,000 square feet= 20 39,000- 30,000 Square feet= 10
Parking of vehicles as per requirement	50 and above vehicles = 10 49-40 = 8 39-20= 5
Condition of the building	Grey structure = 5 Between Grey structure and semi furnished = 10 Semi -furnished (with flooring, ceiling & without portioning) = 15
Access to Public Transport	10
Offered Facilities	HVAC, Generators, lifts = 15 The marking shall be based on proportionate basis
Availability of the building	Within 4 months = 10 Above 4 months = 5
Visit of the building	10

Passing Criteria: - 70%

Financial Evaluation Criteria

The bidders meeting the passing criteria shall be compared based lowest quoted rent per square foot, and the bidder offering the lowest evaluated rate shall be selected for award of contract.