

GOVERNMENT OF PAKISTAN

ESTATE OFFICE MANAGEMENT, KARACHI

BIDDING DOCUMENTS

LEASE OF PRIME COMMERCIAL PLOT

FOR DEVELOPMENT, ESTABLISHMENT, OPERATION & MAINTENANCE OF A PETROL FILLING STATION

Pakistan Quarters / Nishter Road (Garden), Karachi

PROJECT PARAMETER	APPROVED / SOURCE-BASED PARTICULAR
Property	Government-owned commercial plot / open land
Area	1,500 Sq. Yards (Approx. 2.48 Kanal)
Permitted Use	Petrol Filling Station with permissible ancillary facilities
Proposed Lease Term	20 Years, extendable subject to satisfactory performance and Government approval
Reserve Base Rent	Rs. 300,000/- per month
Reserve Annual Lease Rent	Rs. 3,600,000/- per annum
Bid security / earnest money / Earnest Money	Rs. 72,000/-
Procedure	Single Stage – Two Envelope
Technical Weightage	80%
Financial Weightage	20%
Minimum Technical Score	35 / 50
Submission Platform	EPADS 2.0
Bid Submission Deadline	03-11-2026 at 09:30 AM
Bid Opening	03-11-2026 at 11:30 AM

DOCUMENT CONTROL, LEGAL BASIS & IMPORTANT COMPLIANCE NOTE

Item	Particular
Procuring / Disposing Agency	Estate Office Management, Government of Pakistan, Karachi
Bid Title	Lease of Prime Commercial Plot for Development as a Petrol Filling Station
Site	Pakistan Quarters / Nishter Road (Garden), Karachi
Reference No.	
EPADS Activity / Tender No.	
Issue / Advertisement Date	
Bid Validity	180 days
Applicable Framework	PPRA Ordinance, 2002 as amended; Public Procurement Rules, 2026 where applicable; Disposal of Public Assets Regulations, 2026; E-Pak Procurement / EPADS framework; applicable Estate Office / Government property rules and approved Lease Agreement.

PART I – INVITATION FOR e-BIDS

Estate Office Management, Government of Pakistan, Karachi invites electronic bids from eligible Pakistani citizens, individuals, firms, companies, investors, developers and other legally eligible entities for the lease and development of a Government-owned commercial plot measuring approximately 1,500 Sq. Yards at Pakistan Quarters / Nishter Road (Garden), Karachi, for development, establishment, operation and maintenance of a Petrol Filling Station together with permissible ancillary facilities.

Parameter	Requirement
Location	Pakistan Quarters / Nishter Road (Garden), Karachi
Area	1,500 Sq. Yards (Approx. 2.48 Kanal)
Property Type	Commercial Plot / Open Land; source documents identify it as a corner plot
Frontage	Nishter Road (Garden Road)
Permitted Use	Petrol Filling Station with permissible ancillary facilities
Lease Term	20 years, extendable subject to satisfactory performance and Government approval
Reserve Base Rent	Rs. 300,000/- per month
Reserve Annual Rent	Rs. 3,600,000/-
Bid security / earnest money	Rs. 72,000/-
Procedure	Single Stage – Two Envelope
Technical / Financial	80% / 20%
Technical Threshold	35/50
Submission	EPADS 2.0
Closing	03-11-2026 at 09:30 AM
Opening	03-11-2026 at 11:30 AM

PART II – BID DATA SHEET (BDS)

Ref.	Field	Data
BDS-01	Procuring / Disposing Agency	Estate Office Management, Government of Pakistan, Karachi
BDS-02	Bid Title	Lease of Prime Commercial Plot for Development as a Petrol Filling Station
BDS-03	Site	Pakistan Quarters / Nishtar Road (Garden), Karachi
BDS-04	Area	1,500 Sq. Yards (Approx. 2.48 Kanal)
BDS-05	Lease Term	20 years, extendable subject to satisfactory performance and Government approval
BDS-06	Reserve Monthly Rent	Rs. 300,000/-
BDS-07	Reserve Annual Rent	Rs. 3,600,000/-
BDS-08	Bid security / earnest money	Rs. 72,000/-
BDS-09	Procedure	Single Stage – Two Envelope
BDS-10	Technical Weightage	80%
BDS-11	Financial Weightage	20%
BDS-12	Technical Qualifying Score	35 / 50
BDS-13	Submission Platform	EPADS 2.0
BDS-14	Bid Submission Deadline	03-11-2026 at 09:30 AM
BDS-15	Bid Opening	03-11-2026 at 11:30 AM
BDS-16	Bid Validity	180 days
BDS-17	Clarifications	Through EPADS within the period stated in the final auction notice
BDS-18	Site Visit	Strongly recommended before bid submission
BDS-19	Language	English; Urdu may be used where permitted
BDS-20	Rent Escalation	10% Annually.
BDS-21	Performance Security	10% of Annual Bid.
BDS-22	GRC	Notified by Estate Office Islamabad.
BDS-23	Tender / Activity ID	

PART III – INSTRUCTIONS TO BIDDERS

Clause	Requirement
1. Examination of Documents	Bidders shall carefully examine all bidding documents, EPADS tender data, site information, addenda and the draft Lease Agreement before submitting a bid.
2. Site Due Diligence	Bidders shall inspect the property and satisfy themselves regarding boundaries, access, road interface, utilities, drainage, levels, traffic, surrounding land use, environmental constraints and development feasibility.
3. Cost of Bid	All costs of site inspection, design, consultants, due diligence, financing, approvals and bid preparation shall be borne by the bidder.
4. Bid Language	The bid and supporting documents shall be in English or otherwise as permitted in the final EPADS tender data.
5. Two-Envelope Principle	Where retained by the competent authority, the Technical Proposal shall contain no price/rent information. The Financial Proposal shall contain the rent offer and requested financial information.
6. No Conditional Bids	Conditional, qualified or materially altered bids shall be dealt with in accordance with applicable rules and may be rejected if materially non-responsive.
7. Bid Modification / Withdrawal	Any modification, substitution or withdrawal shall be made only through EPADS and before the submission deadline, where the platform permits.
8. Clarifications	Requests for clarification shall be made through EPADS within the prescribed period. Responses shall be shared through the prescribed channel.
9. Addenda	Any addendum/corrigendum issued through the prescribed official channel shall form part of the bidding documents.
10. Confidentiality	Bidders shall not attempt to influence evaluators or obtain confidential evaluation information.
11. Conflict of Interest	Bidders shall disclose conflicts and comply with applicable conflict-of-interest requirements.
12. Fraud / Corruption	Fraudulent, corrupt, collusive, coercive or obstructive practices shall be dealt with under applicable law and blacklisting/debarment mechanisms.
13. Taxes	Each bidder shall account for all taxes, duties, fees and statutory charges applicable to its development and operation.
14. No Commitment by Government	Issuance of bidding documents does not create an obligation to award the lease.
15. Rejection / Annulment	Government may reject bids or annul the process only in accordance with applicable law, regulations and the tender documents.
16. Award	Award shall be made to the bidder determined responsive and highest ranked under the approved methodology, subject to competent authority approval.
17. Lease Execution	No construction, development or commercial operation shall commence until the Lease Agreement is executed and required approvals are obtained.
18. No Transfer / Sublease	The successful bidder shall not assign, transfer, mortgage or sublet the leasehold interest except as expressly permitted in the approved Lease Agreement.

PART IV – ELIGIBILITY & QUALIFICATION REQUIREMENTS

Mandatory requirements are PASS/FAIL. A bidder failing any mandatory requirement shall not proceed to technical scoring, subject to the applicable rules concerning clarification of non-material omissions.

No.	Mandatory Requirement	Evidence
1	Individual bidder must be a Pakistani citizen with valid CNIC and at least 21 years of age on bid submission date.	CNIC + undertaking/age evidence
2	Legal entity must have valid registration/incorporation/constitution and legal capacity to contract.	Registration/incorporation documents
3	Authorized signatory must have authority to bind bidder.	Board resolution / authority / POA
4	Bidder must not be bankrupt/insolvent.	Affidavit/declaration
5	Bidder must not be blacklisted/debarred by relevant Government organization / applicable OMC, subject to verification.	Declaration + verification
6	Financial standing: immovable property worth at least Rs.30 million and/or other acceptable evidence as stated in source documents.	Ownership documents / bank evidence / banker certificate
7	Capability to finance and complete development.	Funding plan + evidence
8	Undertaking to obtain all petroleum, environmental, municipal, planning, fire, safety, traffic and utility approvals at bidder's cost.	Undertaking
9	Bid security / earnest money furnished in required amount/form, subject to final EPADS/legal requirements.	Instrument / EPADS record
10	Compliance with any mandatory FBR/NTN/ATL/sector registration imposed by final EPADS tender or applicable regulations.	Registration / ATL evidence
11	Technical and Financial Proposals submitted in prescribed EPADS sections.	EPADS submission

Experience requirement

Relevant petrol station / petroleum-sector / regulated commercial development and operation experience is preferred and scored under the technical evaluation. The Procuring Agency shall not impose a discriminatory experience requirement that is not justified by the nature of the development.

PART V – SCOPE OF LEASE & DEVELOPMENT REQUIREMENTS

A. Core purpose

The property shall be utilized exclusively for development, establishment, operation and maintenance of a Petrol Filling Station together with permissible ancillary facilities, subject to applicable law and approvals.

B. Development scope

- Site survey, due diligence and detailed design.
- Architectural, civil, structural, electrical, mechanical, fire/life-safety and petroleum installation works.
- Fuel storage and dispensing systems compliant with applicable petroleum-sector standards.
- Canopy, forecourt, drainage, paving, lighting, signage and customer circulation.
- Fire protection, emergency response, spill containment and environmental protection systems.
- Convenience store / QSR / ATM / EV charging and other approved ancillary facilities.
- Accessible customer facilities, prayer/waiting area and staff facilities where appropriate.
- Security, CCTV, access control and emergency communication systems.
- Landscaping and site maintenance.
- Testing, commissioning and statutory inspections before commercial operation.

C. Operation & maintenance

- Operate safely and continuously during approved operating hours.
- Maintain dispensing equipment, storage systems, electrical systems, fire systems, drainage, lighting, signage and customer areas.
- Maintain trained staff and documented HSE/emergency procedures.
- Maintain records of maintenance, inspections, incidents, fuel quality and regulatory compliance.
- Prevent contamination, spills and unauthorized disposal of hazardous substances.
- Comply with labour, occupational health, environmental, fire, traffic and petroleum-sector requirements.

D. Approvals

The successful bidder shall obtain and maintain all approvals, licences, NOCs and clearances required for the development and operation, including petroleum-sector, environmental, municipal/planning, fire, traffic, utility and any other applicable permissions.

E. Restrictions

- No unauthorized change of use.
- No unauthorized sublease, assignment or encumbrance.
- No construction before lease execution and required approvals.
- No hazardous activity outside the approved use.
- No permanent alteration to Government property outside approved designs.

PART VI – TECHNICAL PROPOSAL REQUIREMENTS

Section	Minimum Required Content
1. Executive Summary	Bidder profile, proposed concept, development scale, investment and operating model.
2. Legal / Organizational Profile	Legal status, ownership, management, registrations and authority.
3. Financial Capacity	Evidence of financial standing, liquidity and financing capability.
4. Development Concept	Conceptual site plan, facilities, access, circulation, safety zones and ancillary facilities.
5. Investment Plan	Itemized development cost including civil, equipment, safety, utilities, MEP, signage and contingency.
6. Source of Funds	Equity, debt, banking support or other credible financing sources.
7. Relevant Experience	Petrol stations, petroleum operations, regulated commercial development or comparable projects.
8. Development Schedule	Design, approvals, procurement, construction, installation, testing and commissioning.
9. Operations & Maintenance	Staffing, management, maintenance, customer service and emergency response.
10. HSE & Environmental Plan	Fire safety, spill response, waste management, emergency response and occupational safety.
11. Traffic & Access Plan	Ingress/egress, pedestrian protection, queue management and road interface.
12. Quality Assurance	Inspection, testing, equipment certification and preventive maintenance.
13. Risk Register	Development, regulatory, financial, construction and operational risks and mitigation.
14. Sustainability / Innovation	EV readiness, energy efficiency, water management, waste reduction and customer convenience.
15. Public / Customer Value	Accessibility, convenience, service quality and other measurable benefits.

PART VII – DETAILED TECHNICAL EVALUATION CRITERIA

Technical Proposal = 50 marks. Minimum qualifying score = 35 marks. Mandatory eligibility is PASS/FAIL and is not used to compensate for failure of a mandatory requirement. Only bidders passing mandatory eligibility and obtaining at least 35 technical marks shall proceed to Financial Evaluation.

Criterion	Sub-Criterion	Marks
A. Organizational & Legal Capability	Organizational profile / governance 1; relevant registrations/licences 1; management capacity 2; document quality/authorization 1	5
B. Financial Capacity	Financial standing 3; liquidity/banking support 1; source of funds 2; funding readiness 2	8
C. Relevant Experience & Technical Capacity	Petrol/petroleum experience 4; comparable regulated commercial projects 2; technical resources/equipment 2; key personnel 2	10
D. Development Concept & Site Planning	Site utilization/layout 2; fuel facilities 1; customer/ancillary facilities 1; traffic/circulation 1; constructability/value 2	7
E. HSE, Fire, Environmental & Regulatory Compliance	Fire/life safety 2; petroleum safety 1; environmental/spill/waste 2; occupational safety 1; statutory approval plan 2	8
F. Implementation & Commissioning Plan	Approvals schedule 1; construction methodology 1; procurement/equipment 2; testing/commissioning 1	5
G. Operations, Maintenance & Service Quality	Operations model 1; maintenance 1; staffing/training 1; customer service 1; emergency response 1	5
H. Sustainability, Innovation & Public/Customer Value	EV/energy efficiency 1; accessibility/customer convenience 1;	2
TOTAL		50

Detailed scoring guidance

Score Range	Evaluator Guidance
45–50	Excellent: comprehensive, credible, highly relevant, well evidenced, low implementation risk.
40–44.5	Very Good: strong response with minor gaps, credible evidence and good implementation confidence.
35–39.5	Acceptable/Good: meets requirements with reasonable evidence; some manageable gaps.
30–34.5	Below threshold: material weaknesses; not technically qualifying if final score remains below 35.
Below 30	Poor/insufficient response.

Evaluator rules

- Marks shall be awarded only against the published sub-criteria and evidence.
- No marks shall be awarded for an assertion unsupported by documentary evidence where evidence is required.
- Evaluators shall record reasons for materially low or high scores.
- Evaluators shall not introduce new criteria during evaluation.
- Clarification may be sought only as permitted by the applicable rules and shall not permit material alteration of the bid.
- All individual evaluator sheets and consolidated evaluation records shall be maintained as part of the procurement/disposal record.

PART VIII – FINANCIAL PROPOSAL & FINANCIAL EVALUATION

A. Financial offer

The bidder shall quote the monthly and corresponding annual base lease rent in Pakistan Rupees. The offered monthly rent shall not be less than Rs.300,000/- per month, and the annual equivalent shall not be less than Rs.3,600,000/-.

Financial Item	Requirement
Reserve Monthly Rent	Rs.300,000/-
Reserve Annual Rent	Rs.3,600,000/-
Bidder Monthly Rent	
Bidder Annual Rent	Monthly Rent × 12
Lease Term	20 years
Rent Escalation	10% Annually

B. Financial score – transparent calculation

Financial Score (out of 50) shall be calculated on the highest responsive first-year annual lease rent, provided that the competent authority approves this method and it is configured identically in EPADS:

Financial Score (FS) = (Bidder's Responsive Annual Lease Rent ÷ Highest Responsive Annual Lease Rent) × 50

Financial Weighted Score (out of 20) = FS × 20 / 100

Example: If the highest responsive annual rent is Rs.6,000,000 and Bidder A offers Rs.5,400,000, then FS = (5.4/6.0)×50 = 45; weighted financial score = 90×0.20 = 18.00.

C. Reserve price rule

Any financial offer below Rs.300,000 per month / Rs.3,600,000 per annum shall be financially non-responsive unless the competent authority lawfully changes the reserve before the bid deadline through the prescribed process.

D. Treatment of taxes

The financial proposal shall clearly state whether the quoted rent is exclusive or inclusive of any applicable tax, levy or charge. The quoted lease rent shall be exclusive of all applicable taxes, duties, levies and statutory charges, which shall be payable by the Lessee as applicable under law.

E. Why first-year rent is used

Because the rent escalation mechanism is intended to be fixed uniformly for all bidders before bidding, ranking bidders by first-year annual rent produces the same ordering as ranking by the total scheduled rent over the lease term, provided the same escalation formula applies to all bidders. If the competent authority instead approves a different comparison basis, that formula must be published before bids are invited.

PART IX – COMBINED EVALUATION & SELECTION

Component	Raw Score	Weight	Weighted Score
Technical Proposal	0–50	80%	Technical Score × 0.80
Financial Proposal	0–50	20%	Financial Score × 0.20
Total	100	100%	Maximum 100

Combined Evaluated Score (CES) = (Technical Score × 0.80) + (Financial Score × 0.20)

Example	Technical	Financial	Combined
Bidder A	41	45	$41 \times 0.80 + 45 \times 0.20 = 41.80$
Bidder B	45	37.5	$45 \times 0.80 + 37.5 \times 0.20 = 43.50$
Bidder C	37	25	$37 \times 0.80 + 25 \times 0.20 = 39.6$

Selection

- Only bidders meeting all mandatory requirements and achieving at least 35/50 technical marks shall be financially evaluated.
- The bidder with the highest Combined Evaluated Score shall be ranked first, subject to responsiveness, reserve rent, applicable regulations and competent authority approval.
- If two or more bidders obtain exactly the same combined score, the bidder with the higher technical score shall rank higher. If still tied, the bidder with the higher responsive annual lease rent shall rank higher. If still tied, the matter shall be resolved through the tie-breaking method approved/configured in EPADS and stated in the final tender data.
- An abnormally high or otherwise suspicious financial offer may be examined for arithmetic error, capacity and credibility where permitted by the applicable rules; this shall not be used to negotiate the bid.
- No post-bid negotiation shall alter the financial ranking except where expressly permitted by law.

PART X – EPADS SUBMISSION, CLARIFICATION, OPENING & EVALUATION

A. EPADS submission

- Bidder must be registered on EPADS and maintain an active vendor account.
- Bidder shall upload the Technical Proposal in the technical section and Financial Proposal in the financial section.
- Technical section must contain no price/rent information.
- Bid security / earnest money shall be submitted in the form required by the final EPADS tender and applicable regulations. If an original physical instrument is required by the applicable rule/EPADS instruction, it shall be delivered by the prescribed deadline and manner.
- Electronic submission must be completed before 03-11-2026 at 09:30 AM.
- Late submissions shall be handled by EPADS and the applicable rules; manual acceptance after the deadline shall not be permitted.

B. Opening

The source Tender Notice fixes closing at 09:30 AM and opening at 11:30 AM on 03-11-2026. The final EPADS tender data shall control the actual system timestamps.

C. Evaluation sequence

Stage	Action
1	EPADS closes submission at prescribed deadline.
2	Technical submissions are opened/processed in accordance with EPADS workflow.
3	Mandatory eligibility / responsiveness is checked PASS/FAIL.
4	Technical proposals are scored against published 50-mark matrix.
5	Bidders scoring below 35 are technically non-qualifying.
6	Financial proposals of technically qualified bidders are opened/evaluated through EPADS.
7	Financial score is calculated using the published formula.
8	Combined score is calculated and bidders ranked.
9	Evaluation report / result is processed and published through prescribed official channels.
10	Grievance period and review process are observed.
11	Award / acceptance is issued by competent authority.
12	Performance security and lease execution formalities are completed before possession/development.

D. Clarifications

Clarifications shall be requested and responded to through EPADS within the time prescribed by the applicable rules/tender data. Clarification shall not be used to allow a bidder to cure a material omission or alter price/rent or substantive technical commitments where prohibited.

E. Grievance Redressal

A Grievance Redressal Committee (GRC) has been notified by the Estate Office Islamabad. The bidder shall use the prescribed grievance mechanism within the prescribed time.

PART XI – CONTRACT MANAGEMENT, KPIs & HANDOVER

KPI	Requirement / Target	Evidence
Development commencement	Within approved period after lease execution and approvals	Site records
Development completion	Within approved development schedule	Completion certificate
Safety compliance	All mandatory inspections / licences current	Licences / inspection reports
Fire & emergency systems	Operational and maintained at all times	Inspection / maintenance logs
Fuel system integrity	Regular testing / preventive maintenance	Test certificates
Environmental compliance	No avoidable spills/contamination; proper waste management	Environmental records
Customer facilities	Approved facilities maintained and functional	Inspection
Site cleanliness	Clean, safe and professionally maintained	Inspection reports
Unauthorized use	Zero tolerance	Inspection / compliance record
Rent payment	100% payment by due dates	Rent ledger

Handover principles

- Joint condition survey at commencement.
- Inventory of Government fixtures/assets, if any.
- Photographic/site record.
- Final approved drawings and approvals maintained by Lessee.
- Decommissioning/remediation plan before expiry where required.
- Joint final inspection and handover certificate.

ANNEX A – BID SUBMISSION FORM

To: Estate Office Management, Government of Pakistan, Karachi

We, the undersigned, having examined the Bidding Documents and EPADS Tender Data for the lease and development of the 1,500 Sq. Yards commercial plot at Pakistan Quarters / Nishter Road (Garden), Karachi, hereby submit our bid.

Field	Bidder's Response
Name of Bidder	
CNIC / NTN / Registration No.	
Registered / Correspondence Address	
Telephone / Mobile	
Email	
Authorized Signatory	
Offered Monthly Rent	Rs.
Offered Annual Rent	Rs.
Bid Validity	180 days / as final EPADS tender

We confirm that the information submitted is true and complete, that our bid is valid for the prescribed period, and that we agree to execute the approved Lease Agreement if selected.

Signature: _____ Name: _____ Date: _____ Seal: _____

ANNEX B – BIDDER INFORMATION FORM

Particular	Details
Legal / Individual Name	
CNIC / NTN / Registration No.	
Registered Address	
Correspondence Address	
Contact Person	
Telephone / Mobile	
Email	
Nature of Entity	Individual / Firm / Company / Other
Authorized Signatory	
Directors / Partners / Owners	
Relevant Licences / Registrations	
Banker	

ANNEX C – ELIGIBILITY & COMPLIANCE CHECKLIST

Requirement	Yes/No	Document Reference / Remarks
Valid CNIC / legal registration		
Individual age 21+		
Authority / POA		
Rs.30m property evidence / acceptable financial evidence		
Development Proposal		
Non-bankruptcy / insolvency declaration		
Non-blacklisting / non-debarment declaration		
Statutory approvals undertaking		
Bid security / earnest money		
Technical Proposal		
Financial Proposal		
FBR/NTN/ATL or other mandatory registration, if applicable		
Any EPADS mandatory document		

ANNEX D – TECHNICAL PROPOSAL FORM

1. Executive Summary: _____
2. Organizational Profile: _____
3. Financial Capacity: _____
4. Development Concept: _____
5. Investment Plan: _____
6. Source of Funds: _____
7. Relevant Experience: _____
8. Development Schedule: _____
9. Operations & Maintenance: _____
10. HSE / Environmental Plan: _____
11. Traffic & Access Plan: _____
12. Quality Assurance: _____
13. Risk Register: _____
14. Sustainability / Innovation: _____
15. Public / Customer Value: _____

ANNEX E – DETAILED TECHNICAL SCORING SHEET

Criterion	Max	Bidder Score	Evaluator Remarks
A. Organizational & Legal Capability	5		
B. Financial Capacity	8		
C. Relevant Experience & Technical Capacity	10		
D. Development Concept & Site Planning	7		
E. HSE, Fire, Environmental & Regulatory Compliance	8		
F. Implementation & Commissioning Plan	5		
G. Operations, Maintenance & Service Quality	5		
H. Sustainability, Innovation & Public/Customer Value	2		
TOTAL	50		
Minimum Required	35		

Evaluator certification: The above score is based only on the published criteria and documentary evidence submitted by the bidder. Evaluator Name/Signature: _____ Date: _____

ANNEX F – FINANCIAL PROPOSAL FORM

Financial Item	Bidder's Offer
Reserve Monthly Rent	Rs. 300,000/-
Reserve Annual Rent	Rs. 3,600,000/-
Offered Monthly Lease Rent	Rs.
Offered Annual Lease Rent	Rs.
Rent in Words	
Lease Term	20 Years
Approved Escalation Mechanism	As stated in final tender / Lease Agreement
Taxes / Charges Acknowledged	Yes / No

We confirm that our offered rent is not below the reserve rent and that the financial offer is unconditional, except for matters expressly permitted by the bidding documents.

Authorized Signatory: _____ Date: _____ Seal: _____

ANNEX G – FINANCIAL EVALUATION WORKSHEET

Bidder	Annual Rent (Rs.)	Highest Annual Rent (Rs.)	Financial Score	Weighted Score /20
Bidder 1				
Bidder 2				
Bidder 3				
Bidder 4				
Bidder 5				

Formula: $FS = (\text{Bidder Annual Rent} \div \text{Highest Responsive Annual Rent}) \times 100$. Weighted Financial Score = $FS \times 0.20$.

Arithmetic check: Monthly Rent $\times 12$ must equal Annual Rent. Any material inconsistency shall be handled in accordance with the applicable rules and the final tender.

ANNEX H – BID SECURITY / EARNEST MONEY DETAILS

Particular	Details
Required Bid security / earnest money	Rs. 72,000/- as stated in source tender
Form	Bank Guarantee / Pay Order / Demand Draft / CDR, subject to applicable rules and final EPADS tender
Issuing Bank	
Instrument No.	
Date	
Amount	Rs.72,000/-
Beneficiary	As specified in final EPADS tender

ANNEX I – BID SECURITY / EARNEST MONEY INSTRUMENT

To: Estate Office Management, Government of Pakistan, Karachi

Whereas _____ (the Bidder) has submitted its bid for the Lease of Prime Commercial Plot for Development as a Petrol Filling Station at Pakistan Quarters / Nishtar Road (Garden), Karachi, we _____ (Issuing Bank) irrevocably undertake to pay the Beneficiary the amount of Rs.72,000/- upon a valid demand in accordance with the final tender terms and applicable regulations.

This instrument shall remain valid for the period prescribed in the final tender and shall be subject to applicable banking and procurement/disposal requirements.

Authorized Bank Signatory: _____

ANNEX J – NON-BLACKLISTING / INTEGRITY DECLARATION

I/We _____ declare that:

- I/We have not been declared bankrupt or insolvent.
- I/We have not been blacklisted/debarred by a competent Government authority, except as disclosed in the bid.
- I/We have not submitted false or misleading information.
- I/We have not engaged in corrupt, fraudulent, collusive, coercive or obstructive practice in connection with this bid.
- I/We shall disclose any conflict of interest.
- I/We shall comply with applicable PPRA blacklisting/debarment provisions.
- I/We agree to provide information required for verification.

Signature: _____ Name: _____ CNIC/Registration: _____ Date: _____

ANNEX K – STATUTORY APPROVALS UNDERTAKING

If selected, I/We undertake at our own cost and responsibility to obtain, maintain and comply with all approvals, licences, NOCs and clearances required for development and operation of the Petrol Filling Station, including petroleum-sector, environmental, municipal/planning, fire, safety, traffic, utility and any other applicable approvals.

Signature: _____ Name: _____ Date: _____

ANNEX L – CONFLICT OF INTEREST DECLARATION

I/We declare that no actual or potential conflict of interest exists that would improperly affect our participation. Any conflict arising during the process shall be immediately disclosed.

Signature: _____ Name: _____ Date: _____

ANNEX M – POWER OF ATTORNEY

The bidder hereby authorizes _____ CNIC No. _____ to sign, submit, clarify and otherwise represent the bidder in relation to this tender/disposal activity, subject to the limits of this authority.

Executed by: _____

Signature / Seal: _____

ANNEX N – CONSORTIUM / JV UNDERTAKING (IF PERMITTED)

If the competent authority permits consortium/JV participation, the members shall submit a signed JV/Consortium Agreement identifying the Lead Member, responsibilities, financial participation, authorized representative and joint and several responsibility, together with all mandatory documents required from each member.

Field	Details
Lead Member	
Other Member(s)	
Share / Responsibility	
Authorized Representative	
JV Agreement Attached	Yes / No
Joint & Several Undertaking	Yes / No

ANNEX O – DEVELOPMENT PROPOSAL FORMAT

Section	Required Content
Executive Summary	Concept, capacity, key features, investment
Site Development	Conceptual layout, circulation, access, parking
Fuel Facilities	Dispensing, storage and associated systems
Ancillary Facilities	Store, QSR/café, EV charging, ATM etc. where permissible
Investment	Civil, MEP, equipment, safety, utilities, contingency
Funding	Equity/debt and evidence of availability
Approvals	Approval matrix and target dates
Schedule	Design → approvals → construction → testing → commissioning
Operations	Staffing, management, maintenance
HSE	Fire, spill, emergency, environmental, occupational safety
Customer Value	Convenience, accessibility, EV readiness
Risk Register	Risk, impact, mitigation, responsible party

ANNEX P – SITE VISIT CERTIFICATE

Particular	Details
Bidder	
Representative	
CNIC	
Date / Time of Visit	
Estate Office Representative	
Observations / Remarks	

The bidder acknowledges that it had the opportunity to inspect the site and is responsible for satisfying itself regarding site conditions.

Bidder Signature: _____ Estate Office Representative: _____

ANNEX Q – TECHNICAL COMPLIANCE MATRIX

Requirement	Comply?	Evidence / Page
Legal capacity		
Financial capability		
Development concept		
Relevant experience		
Funding plan		
Development timeline		
Operations & maintenance		
HSE / environmental plan		
Traffic/access plan		
Statutory approvals plan		
Sustainability / innovation		
No price in technical proposal		

ANNEX R – PERFORMANCE SECURITY / SECURITY DEPOSIT

Amount: Rs. _____ / 10% of accepted annual lease rent (TO BE APPROVED AND INSERTED BEFORE PUBLICATION).

Field	Requirement
Form	Bank Guarantee / other approved instrument
Amount	
Validity	
Beneficiary	
Purpose	Performance of lease/development obligations
Release / Forfeiture	As provided in final approved Lease Agreement

ANNEX S – DEVELOPMENT & COMMISSIONING SCHEDULE

Milestone	Target / Requirement
Lease execution	Before commencement of development
Site handover	Within days of lease execution / required payments
Concept / detailed design	Within days
Statutory approvals	As required by authorities
Construction commencement	Within days after approvals
Major civil works	Within months
Petroleum equipment installation	Within months
Testing / commissioning	Within days after installation
Commercial operation	Within days of all approvals
Final completion record	Within days of commissioning

ANNEX T – PUBLIC / CUSTOMER VALUE COMMITMENTS

Commitment	Bidder Proposal	Verification Method
EV charging readiness		
Energy-efficient lighting / equipment		
Accessibility facilities		
Customer waiting / prayer area		
Emergency / public safety facilities		
Waste / spill management		
Local employment		

These commitments shall be evaluated only under the published technical criterion and shall become contractual commitments only to the extent expressly incorporated in the Lease Agreement / approved development proposal.

ANNEX U – SITE / PROPERTY INFORMATION SHEET

Particular	Information
Location	Pakistan Quarters / Nishter Road (Garden), Karachi
Area	1,500 Sq. Yards / Approx. 2.48 Kanal
Coordinates	24.881660641238096, 67.0229407573889
Property Type	Corner Commercial Plot / Open Land
Frontage	Nishter Road (Garden Road)
Proximity	Near Lyari Expressway
Proposed Use	Petrol Filling Station + permissible ancillary facilities
Site Plan	Attach approved site plan / image
Boundary Verification	To be confirmed from official property record
Utilities / Services	To be verified by bidder during site inspection

ANNEX V – BIDDER SUBMISSION CHECKLIST

S.No.	Document	Section	Attached / Uploaded
1	Bid Submission Form	Technical	
2	CNIC / registration / incorporation documents	Technical	
3	Authority / Power of Attorney	Technical	
4	Financial capability evidence	Technical	
5	Development Proposal	Technical	
6	Relevant experience evidence	Technical	
7	Non-bankruptcy / insolvency declaration	Technical	
8	Non-blacklisting / integrity declaration	Technical	
9	Statutory approvals undertaking	Technical	
10	Conflict of interest declaration	Technical	
11	Bid security / earnest money	As prescribed	
12	Technical Proposal	Technical	
13	Financial Proposal	Financial	
14	Any EPADS-mandatory form	As prescribed	

ANNEX W – DRAFT INTEGRITY PACT (IF APPLICABLE)

This Integrity Pact shall apply if required by the applicable PPRA framework based on the prescribed threshold and shall be completed in the PPRA-prescribed form. The final EPADS tender shall include the applicable standard Integrity Pact without alteration except as permitted.

Procuring / Disposing Agency: _____

Bidder: _____

Authorized Signatories: _____