GOVERNMENT OF PAKISTAN
Ministry of Commerce

PHDEC
Grow & Globalize

PAKISTAN HORTICULTURE DEVELOPMENT & EXPORT COMPANY

TENDER DOCUMENTS

REPAIR, MAINTENANCE AND CIVIL WORKS AT
PHDEC HEAD OFFICE, ISLAMABAD

PHDEC Head Office, State Life Building No. 5, Blue Area, Islamabad

Tender No. **PHDEC/GA/T-/2026-27**
Financial Year 2026-27

PROCUREMENT THROUGH e-PADS
Open Competitive Bidding (National), Single Stage-two envelope
Public Procurement Rules, 2026

BID CLOSING	BID OPENING	BID SECURITY	COMPLETION
30/11/2026, 30:00 PM	30/11/2026, 3:30 PM	Rs.100,000	60 days

ISSUED BY

Pakistan Horticulture Development & Export Company (PHDEC)
Ground Floor, State Life Building No. 5,
Jinnah Avenue, Blue Area, Islamabad

CONTACT

Muhammad Khalid
Assistant Manager (GA & HR)
PHDEC · Tel: 051-9217979
muhammad.khalid@phdec.gov.pk

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VII	**Contract**	The contract will be signed after evaluation procedures
Annex	**Proposed Layout Plan**	PHDEC Proposed Layout drawing

Documents checklist for bidders

1. Bid Form (Form 1) and priced, signed and stamped BoQ (Section V).
2. Bid security (scanned on e-PADS; original to PHDEC before closing).
3. NTN, Sales Tax registration, FBR Active Taxpayer List status and PEC license.
4. Experience certificates, financial statements and Islamabad/Rawalpindi office proof.
5. Affidavit (Form 3), Compliance Undertaking (Form 4) and Integrity Pact (Form 5).

Tender Notice (Invitation for e-Bids)

Government of Pakistan · Ministry of Commerce

Pakistan Horticulture Development & Export Company (PHDEC)

Ground Floor, State Life Building No. 5, Jinnah Avenue, Blue Area, Islamabad

REPAIR, MAINTENANCE AND CIVIL WORKS AT PHDEC HEAD OFFICE, ISLAMABAD

1. PHDEC invites e-bids from well-reputed, financially sound contractors and firms registered on EPADS, preferably having its well-established office in Islamabad/Rawalpindi, for civil works of its Head Office as per the Bill of Quantities and Proposed Layout Plan in this document.
2. Bidding will follow Open Competitive Bidding, Single Stage-two envelope procedure under Public Procurement Rules, 2026. The contract will be awarded to the most advantageous bidder.
3. Bidding documents are available free of cost on EPADS (https://eprocure.gov.pk), the PPRA website and the PHDEC website (https://phdec.gov.pk). Bidders must be registered on EPADS to download documents and submit e-bids.
4. Bids must be submitted online through EPADS only. Manual, e-mail or courier bids without an EPADS e-bid will not be accepted.
5. Every bid must carry a bid security of 100,000/- as Pay Order in favour of Pakistan Horticulture Development & Export Company (PHDEC). A scanned copy is uploaded on EPADS and the original reaches PHDEC Head Office before the bid closing time.
6. Bidders must be on the Active Taxpayers List (FBR) for Income Tax and Sales Tax, and hold a valid Pakistan Engineering Council (PEC) license in the relevant category.
7. A site visit of the Head Office is advised before bidding, on working days between 10:00 AM and 3:00 PM, in coordination with the contact person below.
8. Bids close on 30/11/2026 at 3:00 PM and will be opened through EPADS the same day at 3:30 PM by the Bid Evaluation Committee. Bidders may attend.
9. PHDEC reserve the rights to accept or reject bids prior to award under Rule 45 of the Public Procurement Rules, 2026.

Muhammad Khalid
Assistant Manager (GA & H/R), PHDEC
Ground Floor, State Life Building No. 5, Jinnah Avenue, Blue Area, Islamabad
Tel: 051-9217979

Section I – Instructions to Bidders

1. Introduction

Pakistan Horticulture Development & Export Company (PHDEC), a Company under the Ministry of Commerce, Government of Pakistan, intends to repair/renovate its Head Office at Ground Floor, State Life Building No. 5, Jinnah Avenue, Blue Area, Islamabad. This document sets out the scope of work, specifications, Bill of Quantities (BoQ) and commercial terms, and will be procured through EPADS under the Public Procurement Rules, 2026.

2. Bid Data Sheet

Item	Requirement
Procuring agency	Pakistan Horticulture Development & Export Company (PHDEC)
Procurement category	Works (civil, interior, plumbing and electrical renovation)
Method & procedure	Open Competitive Bidding, Single Stage-Two Envelope
Evaluation basis	Most advantageous bidder (Technically- 60%, Financial- 40%).
Bid price	In Pak Rupees, inclusive of all taxes, duties, transportation, labour, material, installation and testing
Bid validity	90 days from the bid opening date
Bid security	Rs.100,000/-, valid 28 days beyond bid validity (118 days)
Performance guarantee	5% of contract value, within 7 days of the Letter of Award
Completion period	60 days from the date of Work Order / handing over of site
Defect liability period	12 months from the Taking-Over Certificate
Clarification deadline	Up to 3 days before bid closing, through EPADS
Bid closing	30/11/2026 at 3:00 PM
Bid opening	30/11/2026 at 3:30 PM, through EPADS
Contact	Muhammad Khalid, Assistant Manager (GA & HR), PHDEC · 051-9217979

3. Preparation and submission of e-bids

1. The bidder must be registered on EPADS (https://eprocure.gov.pk) and submit its e-bid before the closing time.
2. The e-bid shall be uploaded as clear, legible PDF files carrying the bidder's seal and authorized signature on every page, and shall include:
   a. Bid Form and priced BoQ (Section V), with rates in figures and words.
   b. Scanned bid security instrument.

c. Copies of NTN, Sales Tax registration and proof of Active Taxpayer status.
d. Valid PEC registration certificate for the current FY year 2026-27.
e. Company profile, list of similar works completed in the last 5 years with completion certificates and client contacts.
f. Audited accounts or bank statements of the last 3 years.
g. Affidavit on Rs. 100 stamp paper on non-blacklisting and no litigation (Form 3).
h. Signed Integrity Pact (Form 5) and Overall Compliance Undertaking (Form 4).
i. Cover letter on Company/firm letterhead along with stamp/seal and information of the representatives.

3. The original bid security, in a sealed envelope marked with the tender title and number, shall reach PHDEC Head Office, Ground Floor, State Life Building No. 5, Blue Area, Islamabad, before the bid closing time. A bid whose original bid security is not received by then shall be rejected.
4. Every cutting or overwriting must be initialled by the authorized signatory. Conditional, incomplete or ambiguous bids will be rejected.
5. The bidder shall quote for all items of the BoQ. A bid with missing item rates will be treated as non-responsive.
6. Bidders may modify or withdraw their e-bids on EPADS only before the closing time. No change is allowed after opening.

4. Opening of bids

Bids will be opened through EPADS at the stated time by the PHDEC Bid Evaluation Committee. Minutes of opening will be generated on EPADS. If the opening date falls on a public holiday, or EPADS is unavailable, opening shifts to the next working day at the same time.

5. Bid security

1. The bid security of unsuccessful bidders will be returned after award of contract. The successful bidder's bid security will be returned on receipt of the performance guarantee and signing of the contract.
2. The bid security shall be forfeited if the bidder withdraws its bid during the validity period, refuses the arithmetical correction of its bid, or fails to sign the contract or furnish the performance guarantee within the stated time.

6. Arithmetic corrections

Where the rate and the amount differ, the rate in words prevails and the amount is corrected. Where words and figures differ, words prevail. A bidder who does not accept the correction will have its bid rejected and bid security forfeited.

7. Grievance redressal

PHDEC will notify a Grievance Redressal Committee (GRC) under Rule 65 of the Public Procurement Rules, 2026. The Complaints after bidding process may be submitted via EPADS

only within 7 days. The GRC decides within 10 days; appeal lies to the Appellate Committee of PPRA within 10 days of the GRC decision.

Section II – Scope of Work & Technical Specifications

The contractor shall supply all material, labour, tools and supervision to dismantle, renovate, finish, test and hand over the PHDEC Head Office as per PHDEC Proposed Layout and the BOQ. Work includes items not explicitly listed but necessary to complete the job to a finished, functional standard.

Schedule of spaces (Proposed Layout)

#	Space	Size (as per layout) (tentative)	Area (sq. ft) (tentative)	Main works
1	**CEO Office**	18’ x 18’	324	False ceiling, wooden flooring, wall paneling, built-in wardrobe, lighting, A/C points.
2	**CEO Office Bath (attached)**	“7 × 9”	63	Full wet-area renovation, sanitary fittings with premier brand/Porta etc., vanity, exhaust.
3	**Conference Room**	20" × 20"	400	False ceiling, flooring, acoustic wall panels, feature wall, floor boxes and file storage space. 2 Boundary walls of conference room will be MDF. File storage cabinets on one wall of conference room.
5	**Reception**	13" × 18"	234	Reception counter, feature wall with PVC paneling, PHDEC 3D-logo, planter /flooring, lighting, wall cabinets/shelves
6	**Office 1**	8'-7" × 8'-6"	75	Glass partition, door, flooring, ceiling, lighting
7	**Office 2**	8'-7" × 8'-6"	75	As Office 1
8	**Office 3**	8'-7" × 11'-2"	98	As Office 1
9	**Office 4**	9'-5" × 7'-2"	69	As Office 1
9	**Office 5**	9'-5" × 7'-2"	69	As Office 1
10	**Store**	11'-4" × 5'-2"	60	Full wall storage racks, flooring, lighting
11	**Kitchenette**	6'-8" × 5'-0"	34	Kitchen cabinets, solid-surface top, sink, plumbing, tiles
12	**Corridors (4 ft wide)**	4'-0" wide	240	Flooring, ceiling, lighting, emergency signage

#	Space	Size (as per layout) (tentative)	Area (sq. ft) (tentative)	Main works
13	**PHDEC signboard**	3x16	Lump-sum	The signboard is required at main entrance with LED light
14	**PHDEC Branding on Existing Office Glass boundary Walls (3)**	1. 10 x 20 ft (2 walls) 2. 10 x 36 ft	600 sq. ft	PHDEC branding on the existing exterior office Glass wall, including the official PHDEC logo and other approved branding materials provided by the Company.

General specifications

1. **Dismantling:** Remove existing partitions, ceiling, flooring, fixtures and debris; dispose off-site daily. Serviceable items are returned to PHDEC store with a handing-over list.
2. **Partitions:** 10/12 mm tempered glass partitions with aluminium/frameless channels where required (actual basis).
3. **False ceiling:** POP false ceiling for CEO room & Conference room (800 sq.ft) and 12.5 mm gypsum board ceiling (1600 sq.ft).
4. **Flooring:** 24"×48" or 24"×24" glazed porcelain tiles (Grade-A) with matching skirting; anti-skid tiles in wet areas; SPC wooden flooring in CEO Office and conference room as per approved sample.
5. **Wall finishes:** Putty, primer and 3 coats of premium emulsion paint (approved shade); wood/fluted PVC/veneer panelling on feature walls with PHDEC acrylic signage.
6. **Doors:** 10/12 mm tempered glass, aluminium frameless glass doors where required actual basis.
7. **Plumbing & sanitary:** PPR-C pipes (PN-20 cold, PN-25 hot), wall-hung WCs with concealed cisterns, vanity basins, mixers and accessories of premium brand like Porta or equivalent; wall tiles to ceiling height.
8. **Electrical:** Rewiring in PVC conduits with copper cable of approved make, sub-distribution board with MCBs/RCD, LED panel and down lights, switch/socket plates, dedicated A/C and UPS circuits.
9. **IT & low-current:** Cat-6 data points, telephone points and CCTV conduits as per BoQ, with cabling and termination at the network rack.
10. **Fire safety:** Smoke detectors, emergency lights and exit signage connected to the building system where available.
11. **Furniture & joinery:** Built-in wardrobe, reception counter, kitchen cabinets and planter/file storage from 18 mm MDF as per approved office drawings.

Samples, drawings and supervision

1. The contractor shall submit office drawings and material samples for approval before execution; no work proceeds on unapproved material.
2. All material shall be brand new and of approved make. Brand names in this document indicate quality level only and are followed by “or equivalent” (Rule 17(4)).
3. Work shall be carried out with minimum disturbance to building occupants; noisy work after office hours or on weekends if directed.
4. The contractor shall keep a qualified site supervisor present throughout and follow building management and safety rules.

Section III – Eligibility & Evaluation Criteria

Bids are first checked on the mandatory (pass/fail) criteria below; only bids meeting all of them are compared on price. The contract goes to the most advantageous bid (Rules 41–42).

#	Criterion	Evidence required	Marks
1	NTN and Sales Tax registration; on FBR Active Taxpayers List	Certificates + ATL printout	15
2	Valid PEC license (C-6 or above, relevant codes) for current year	PEC certificate C-4 and below – 10 Marks C-5 & 6 – 8 Marks	10
3	At least 3 similar renovation / interior works in the last 5 years, one of value ≥ 50% of quoted price will be variable case to case, so may be	Work orders + completion certificates 5 to 10 million – 15 Marks 3 to 5 million – 10 Marks 1 to 3 million – 05 Marks	15
4	Average annual turnover in last 3 years ≥ quoted bid price	Audited accounts / bank statements 10 million – 10 Marks 5 million – 05 Marks 3 million – 03 Marks	10
5	Well established Office in Islamabad / Rawalpindi	Address proof / tenancy / utility bill Head office – 20 Marks Regional office – 10 Marks Sub- office – 05 Marks	20
7	Islamabad/ Rawalpindi office (Human resource)	Employees (list/profile required) 30 and above – 30 Marks 25-29 – 25 Marks 20-24 – 20 Marks 10-19 – 15 Marks 05-09 – 10 Marks 01-04 – 05 Marks	30
Total Marks			**100**

(***minimum passing marks/ score=60%)***

Price evaluation: Total quoted price after arithmetic correction, inclusive of all taxes. Abnormally low bids are handled under Rule 43, and ties under Rule 42(4) through a best-and-final offer on EPADS.

Evaluation result: The final evaluation report will be published on EPADS and the PPRA and PHDEC websites before award (Rule 48). The Letter of Award is issued after the grievance period ends (Rule 49).

Evaluation Criteria (Technical and Financial):

The proposals shall be evaluated on a 60/40 ratio, comprising 60 marks for technical evaluation and 40 marks for financial evaluation, as detailed below;

1. **Technical Evaluation (60 Marks):** The minimum qualifying score shall be 60% of the total technical marks. Only technically qualified firms/vendors shall be considered for financial evaluation.
2. **Financial Evaluation (40 Marks):** The firm/vendor quoting the lowest evaluated cost shall be awarded 40 marks.

Total Score: The final score shall be calculated by adding the technical and financial scores, with a maximum of 100 marks (60 + 40 = 100).

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Section IV – General & Special Conditions of Contract

1. Contract and commencement;

The successful bidder shall sign the contract agreement and furnish the performance guarantee within 7 days of the Letter of Award. Work starts on handing over of site and shall be completed within 60 days. PHDEC will appoint a Contract Manager / Engineer-in-Charge under Rule 58 to supervise and certify the works.

2. Performance guarantee;

1. 5% of the contract value as Bank Guarantee or CDR from a scheduled bank in favour of PHDEC, valid until expiry of the defect liability period (Rule 51).
2. It is forfeited if the contractor fails to complete the work or to remedy defects during the defect liability period.

3. Variations;

PHDEC may increase or decrease BOQ quantities or omit items on the quoted unit rates. Any new item is priced on market rates approved by the PHDEC before execution. No extra work is paid without a prior written variation order.

4. Measurement and payment;

1. Upon singing of contract/advance mobilization of funds 5% payment
2. After completion of 50% of the renovation works 30% payment
3. After completion of 80% of the renovation works 35% payment
4. The remaining 30% payment will be released after verification report of the verification committee.
5. Retention money of 5% will be deducted from each bill and released after the defect liability period and issue of the Defect Liability Certificate on EPADS.
6. Payment is made in Pak Rupees by crossed cheque to the contractor’s registered business account.

5. Taxes;

Rates include all applicable taxes and duties. Income tax, sales tax and ICT/Federal taxes are withheld at source under prevailing law. Exemption is allowed only against a valid exemption certificate.

6. Liquidated damages;

For delay beyond the completion period, liquidated damages of 0.5% of contract value per day, up to a maximum of 10%, are recovered. If delay continues, PHDEC may terminate the contract and complete the work at the contractor’s risk and cost, recovering the difference from its dues and securities.

7. Warranty and defect liability;

1. The contractor warrants all material and workmanship for 12 months from the Taking-Over Certificate.
2. Defects reported during this period are attended within 48 hours and rectified free of cost. If not, PHDEC may rectify at the contractor's cost and recover from retention money or performance guarantee.
3. Manufacturer warranties for fixtures, fittings and electrical items are handed over to PHDEC.

8. Inspection and taking over;

PHDEC's Inspection Committee inspects work at stages and on completion. Sub-standard, second-hand or non-approved material shall be removed and replaced at the contractor's cost. The Taking-Over Certificate is issued on EPADS within 30 days of satisfactory completion (Rule 62).

9. Site safety and insurance;

The contractor is responsible for safety of its workers, PHDEC staff, visitors and property. It shall provide PPE, fire safety measures and third-party / workmen insurance, and make good any damage to the building at its own cost.

10. Termination;

PHDEC may terminate the contract by written notice for poor performance, abandonment, delay beyond the liquidated-damages cap, or corrupt and fraudulent practice. Blacklisting proceedings may follow under Rule 25.

11. Dispute resolution;

Disputes are first settled amicably. Failing that, they are referred to arbitration under the Arbitration Act, 1940, by a sole arbitrator appointed by the Chief Executive Officer, PHDEC (Rule 66). The award is final and binding. Seat of arbitration is Islamabad, and the laws of Pakistan apply.

12. Force majeure;

Neither party is liable for delay caused by events beyond its reasonable control, such as natural disasters or government restrictions, if notified in writing within 7 days of occurrence.

Section V – Bill of Quantities

Bidders shall quote unit rates and amounts for every item, inclusive of all taxes, material, labour, transport, installation and testing. Quantities are estimated from PHDEC Proposed Layout Plan; payment is on actual measured quantities at quoted rates.

BILL OF QUANTITIES

Pakistan Horticulture Development & Export Company

Date: 12-11-2026

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
1	**SECTION 1 | WOOD WORK**					
1.1	**Partition/Cabinets & Walls**					
	Providing and installation of engineered 9mm–16mm MDF partition system comprising solid wood internal framing with proper vertical and horizontal bracing for structural stability, MDF panels on exposed faces & skirting as per design, including complete surface preparation, edge finishing, filling, sanding, and smooth final finish. Complete in all respects including fabrication, fixing, alignment, and installation as per approved drawings.	Sft	**820**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
1.2	**Engineered Door with Jamb Frame (Chokhat) with Polish**					
	Providing and fixing veneered pressed MDF door set complete. Door shall be supplied with jamb frame (chokhat) reinforced internally with GI/wooden inserts for rigidity. Frame shall be properly fixed in wall opening using concealed anchors, screws and fasteners, ensuring perfect alignment, plumb, and level. Complete door system shall be finished with decorative wood-grain polish look finish (as per approved sample) including all accessories such as hinges (stainless steel), lockset, closer and stopper. Complete installation in all respects.					
a)	Swing Door 30" x 90" Washrooms)	Each	**3**			
b)	Swing Door 36" x 84" (Kitchenette)	Each	**1**			
1.4	**Reception Feature Wall**					
	Providing and fixing feature wall in 16mm MDF panels over solid wood framing (2"x1" or as required) fixed with wall anchors and screws. All exposed surfaces finished in premium paint (multi-coat, prepared, sanded, smooth finish) as per approved design.	Sft	**180**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
1.5	**Media Wall – CEO Office**					
	Providing and fixing feature wall in 16mm MDF over solid wood framing (2"x1" or as required) fixed with wall anchors and screws. Travertine 2'x1' to be used in linear recessed wall. 9" deep 16mm wooden lamination box for shelving. All exposed surfaces (where required) to be finished in premium paint (multi-coat, prepared, sanded, smooth finish) as per approved design.	Sft	**80**			
1.6	**Feature Display Wall – CEO Office**					
	Providing and fixing 9" deep feature wall in 16mm laminated panels over solid wood framing (2"x1" or as required, termite-treated), fixed with wall anchors and screws, including routing underneath shelves for aluminium profile channels. Shelves to be integrated with linear profile lights with LED COB strip, complete with drivers, wiring and connections, as per approved design and drawings.	Sft	**180**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
1.7	**Wardrobe – CEO Office**					
	Providing and fixing wardrobe in 16mm thick laminated boards, including shelves, partitions, hanging rails, doors with soft-close hinges and handles, fixed with necessary fittings and accessories. Wardrobe to be integrated with LED strip lights, complete with drivers, wiring and connections, as per approved drawings and design.	Sft	**21**			
2	**SECTION 2 | PAINT WORK**					
2.1	**Premium Plastic Emulsion Paint**					
	Providing and applying premium plastic emulsion paint of top brand, including: Sanding; Acrylic primer (1 coat); Gold Wall Putty SR (2 to 3 coats); Plastic emulsion finish (2 to 3 coats) and washroom soled wall if required, Complete in all aspects or as directed by Architect.					
a)	Walls	Sft	400			
b)	Ceiling	Sft	**800**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
3	**SECTION 3 | ALUMINIUM & GLASS WORK**					
3.1	**12mm Thick Aluminium Glass Partition with Glass Door 36" x 84"**					
	Providing and installing aluminium framed partition with 12mm thick tempered glass of approved type and tint, including aluminium sections of approved colour and finish, glazing gaskets/sealant, floor/ceiling channels, hinged glass door with heavy-duty hydraulic floor spring/patch fittings, hinges, door handle, lock, screws and all necessary hardware and accessories, as per approved drawings and design.	Sft	**1000**			
4	**SECTION 4 | ELECTRICAL WORK (Excluding DB & Main Wires)**					
4.1	a) Provision of electrical labour for installation of lights, fans, distribution boards, switches, sockets, and related fittings, including wiring connections, testing, and commissioning, complete as per site requirements and engineer's instructions. b) Electrical material cost (wires, conduits, connectors, jointers etc.) c) Electrical fixtures cost (switch boards, sockets, plugs, ceiling fans, exhaust fans etc.)	Sft	**2300**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
5	**SECTION 5 | PLUMBING & SEWERAGE WORK**					
5.1	**Bathroom**					
a)	Provision of plumber labour for all connection, testing, repairing and fixing of sanitary fixtures as per approved layouts. Plumbing material (PPRC, UPVC connectors, jointers etc.)	Nos	**1**			
b)	Sanitary fixtures (vanity, W/C, CP fittings, floor traps, faucet)					
5.2	**Kitchen**					
a)	Provision of plumber labour for all connection, testing, repairing and fixing of kitchen fixtures as per approved layouts. Kitchen fixtures (sink & faucet)	Nos	**1**			
6	**SECTION 6 | HVAC**					
6.1	Supplying and installing pre-insulated seamless copper piping of approved reputed brand and HVAC grade for split AC systems, including repair of existing AC piping, brazing, fittings, supports and clamps. Providing and fixing PVC condensate drain pipe with proper slope, including fittings, solvent welding, insulation where required, and connection to the nearest drain point. Including AC interconnecting wire to the outdoor unit, complete in all respects as per approved drawings.	Each	**12**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
7	**SECTION 7 | LIGHTING**					
7.1	**COB Downlight 13W**					
	Supplying and installing 13W COB LED downlight, 3000K warm white, of approved make and quality, with recessed fitting, integrated/external LED driver, wiring and connections, including cutout in ceiling, supports and all necessary accessories, as per approved drawings and design.	Each	**65**			
7.2	**Linear Hanging Light**					
	Providing and installation of linear hanging light up to 4' length, with 2" x 1.5" metal body (MS/Aluminium) finished in powder coating. Fitted with acrylic diffuser for uniform light distribution and integrated LED strip with approved driver. Suspended with adjustable hanging wires/rods including all necessary accessories, connectors, and adaptors, with provision for curved bends as per design. Complete in all respects including wiring, fixing, and testing.	Each	**12**			
7.3	**COB Strip Lights**					
	Providing and supplying high-grade quality COB LED strip light, 3000K warm white, AC operated, of approved make and quality, including fixing, testing and all necessary accessories, as per approved drawings and design.	Coil	**10**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
7.4	**Aluminium Profile Channels**					
	Providing and fixing 25mm x 7mm aluminium profile channel of approved make, colour and finish, suitable for LED strip light installation, complete with frosted/opal diffuser, end caps, mounting clips, screws, cutting, jointing and all necessary accessories, as per approved drawings and design.	Rft	**300**			
7.5	**Focus Lights**					
	Supplying and installing 360° revolving LED light, 3000K warm white, of approved make and quality, with aluminium body, rotating/adjustable fixture, integrated/external LED driver, wiring and connections, including mounting, supports and all necessary accessories, as per approved drawings and design.	Each	**20**			
7.6	**Rope Lights**					
	Supplying and installing high-quality LED rope light, 3000K warm white, AC operated, of approved make and quality, complete with connectors, end caps, mounting clips, wiring and power connections, including fixing, testing and all necessary accessories, as per approved drawings and design.	Coil	**4**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
8	**SECTION 8 | TILE WORK**					
8.1	**SPC Flooring**					
	Providing & installation of wooden flooring, size 6"x36" (or as approved), complete in all respects. Specification: High-quality SPC wooden flooring, installed over levelled surface on foam underlay, fixed using click-lock system & approved adhesive, laid in required pattern with proper alignment; including skirting, edge trims, and expansion gaps, complete with finishing, cleaning, and protection as per instructions of Architect.					
a)	CEO Office	Sft	**350**			
8.2	**Porcelain Tiles – Corridor & Reception (24"x48")**					
	Providing and laying best quality 24"x48" porcelain tile as approved, cutting where required for floor with 1:4 cement sand mortar base of 1-1/2" to 3" or dry bond of required thickness for setting the tiles in pattern with cement mortar, including bacteria-resistant grouting in the joints, curing, cleaning etc., complete in all respects and as per the instruction of Architect.					
a)	Corridor & Reception	Sft	**750**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
8.3	**Porcelain Tiles – Bathrooms (24"x12")**					
	Providing and laying best quality 24"x12" porcelain tile as approved, cutting where required for floor with 1:4 cement sand mortar base of 1-1/2" to 3" or dry bond of required thickness for setting the tiles in pattern with cement mortar, including bacteria-resistant grouting in the joints, curing, cleaning etc., complete in all respects and as per the instruction of Architect.					
a)	CEO Bathroom Flooring	Sft	**70**			
b)	CEO Bathroom Wall Tiles	Sft	**320**			
c)	Bathroom Flooring	Sft	**80**			
d)	Bathroom Wall Tiles	Sft	**400**			
8.4	**Porcelain Tiles – Store (24"x48")**					
	Providing and laying best quality 24"x48" porcelain tile as approved, cutting where required for floor with 1:4 cement sand mortar base of 1-1/2" to 3" or dry bond of required thickness for setting the tiles in pattern with cement mortar, including bacteria-resistant grouting in the joints, curing, cleaning etc., complete in all respects and as per the instruction of Architect.					
a)	Store Flooring	Sft	55			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
8.5	**Porcelain Tiles – Kitchen (24"x48")**					
	Providing and laying best quality 24"x48" porcelain tile as approved, cutting where required for floor with 1:4 cement sand mortar base of 1-1/2" to 3" or dry bond of required thickness for setting the tiles in pattern with cement mortar, including bacteria-resistant grouting in the joints, curing, cleaning etc., complete in all respects and as per the instruction of Architect.					
a)	Kitchen Flooring & Backsplash	Sft	**25**			
9	**SECTION 9 | CEILING**					
9.1	Supplying and fixing top-grade gypsum board false ceiling (12.5mm thick) with GI channels in grid formation for strength, including hangers, angles, screws, fasteners and all hardware, with joint tape, jointing compound and filler applied and sanded to a smooth, seamless finish ready for paint, as per approved design and drawings.	Sft	1600			
9.2	POP false ceiling for CEO room & Conference room	sft	800			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
10	**SECTION 11 | CIVIL WORK**					
10.1	**Brick Masonry Wall**					
	Providing and constructing brick masonry wall in first-class burnt clay bricks of approved make and quality, laid in cement sand mortar (1:4 or as specified) in English/Flemish bond, 4.5" / 9" thick as per drawings, including proper soaking of bricks, true line, level and plumb, raking of joints, curing, scaffolding, lintels/bonding provisions at junctions and all necessary accessories, as per approved drawings and design.	Sft	**500**			
11.2	**Planter**					
	Providing planter in first-class brick masonry with cement sand mortar and PCC base and coping as per drawings, including excavation/levelling where required, reinforcement, shuttering, waterproofing treatment to inner faces, weep holes/drainage provision, plaster (internal and external), curing and finishing of approved colour/paint or cladding, as per approved design.	-	**15**			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
12.3	**Reception Logo 6' x 2'**					
	Providing and fixing 4" thick extruded acrylic logo of approved size, font, colour and finish, with integrated 3000K warm white LED modules for illumination, complete with driver, wiring, power connections, mounting brackets, concealed fixing hardware and all necessary accessories, as per approved design and drawings.	Sft	12			
12.4	**Acrylic Cut Room Labels**					
	4mm acrylic letters, CNC cut in the official font used by the company.	Nos	**12**			
13	**SECTION 13 | DISMANTLING & DEBRIS CLEARANCE**					
13.1	Dismantling of existing structure/finishes as directed and removal of resulting rubble and debris to a dedicated disposal place approved by the Engineer, including labour, tools, machinery, loading, transportation, unloading, dust control, site cleaning and all necessary accessories, as per site instructions.	Lump-sum				

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
14	**SECTION 14 | DEEP CLEANING & SITE HANDOVER**					
14.1	Carrying out complete deep cleaning of the entire space before handover, including removal of construction debris, dust, stains, paint and cement marks, cleaning of floors, walls, ceilings, glazing, doors, windows, joinery, light fittings, switches and sanitary fixtures, and disposal of waste, along with arrangement and placement of furniture as per approved layout.		Lump-Sum			
15	Supply, fabrication, and installation of a high-quality PHDEC signboard measuring 3 feet × 16 feet (48 sq. ft.), including the official PHDEC logo, company name, and tagline “Grow & Globalize.” The signboard shall be made of durable, weather-resistant material with an attractive finish, illuminated LED lighting, complete electrical wiring, power supply, mounting frame, fixing accessories, and installation at the designated location at PHDEC Head Office, Islamabad. All materials and workmanship shall be of good quality.		Lump-Sum			

Item #	Description	Unit	Qty. (tentative)	Unit Rate (Rs)	Amount (Rs)	Lump sum (where applicable)
16	Design, supply, and installation of PHDEC branding on the existing exterior office wall, including the official PHDEC logo and other approved branding materials provided by the Company. The work shall include surface preparation, installation of branding graphics, and provision of one-way reflective mirror film on the designated office glass panels to ensure privacy by preventing outside visibility into the office during daylight, subject to lighting conditions. The work shall be completed with high-quality materials and professional finishing without unnecessary alteration to the existing wall structure.	sft	600			
				SUB-TOTAL		
				TOTAL AMOUNT		

Summary of bid price

Section	Description	Amount (Rs)
1	WOOD WORK	
2	PAINT WORK	
3	ALUMINIUM & GLASS WORK	
4	ELECTRICAL WORK (Excluding DB & Main Wires)	
5	PLUMBING & SEWERAGE WORK	
6	HVAC	
7	LIGHTING	
8	TILE WORK	
9	CEILING	
10	CIVIL WORK	
11	DISMANTLING & DEBRIS CLEARANCE	
12	DEEP CLEANING & SITE HANDOVER	
13	PHDEC SIGNBOARD	
14	PHDEC BRANDING ON EXISTING OFFICE GLASS WALL	
	Grand total (inclusive of all taxes)	
	Grand total in words	

Signature & stamp of bidder: _____ Date: _____

Section VI – Bid Forms

Form 1 – Bid Form

To: The Chief Executive Officer, Pakistan Horticulture Development & Export Company (PHDEC), Ground Floor, State Life Building No. 5, Jinnah Avenue, Blue Area, Islamabad.

Subject: Repairing & maintenance (Civil works) of PHDEC Head Office, Islamabad – Tender No. PHDEC/GA/T-/2026-27

Having examined the bidding documents, we offer to execute the works in full conformity with them for the sum of Rs. _____ (Rupees _____ only), inclusive of all taxes, as per the attached priced BoQ. We undertake to complete the works within 60 days of the Work Order, to keep our bid valid for 90 days from opening, and to furnish a 5% performance guarantee if awarded.

Particulars	Details
Name of firm	
Address (Islamabad / Rawalpindi office)	
NTN / Sales Tax Reg. No.	
PEC Registration No. & category	
EPADS Registration ID	
Contact person & mobile	
Bid security (instrument no., bank, amount)	

Signature: _____ Name: _____ Designation: _____ Seal & Date: _____

Form 2 – Affidavit (on Rs. 100 stamp paper, attested by Oath Commissioner)

We, M/s _____, having our office at _____, solemnly affirm that:

1. Our firm has never been blacklisted or debarred by any government department, PPRA or international organization, and is not cross-debarred at the time of bid submission.
2. Our firm is not involved in any litigation with any government department.
3. All information and documents submitted with our bid are true and correct. If found otherwise, our bid may be rejected and action taken under Rule 25 of the Public Procurement Rules, 2026.
4. Any dispute arising out of this contract shall be settled as per the dispute resolution clause of the bidding documents.

Deponent signature & CNIC No.: _____ Date: _____

Form 4 – Overall Compliance Undertaking

I, _____ (Name), CNIC No. _____, _____ (Designation) of M/s _____, have read all terms and conditions of this tender document and undertake that my firm will comply with all its sections without exception.

Signature: _____ Date: _____

Form 5 – Integrity Pact (Rule 7)

M/s _____ (the Bidder) hereby declares that it has not obtained, or induced the procurement of, this contract through any corrupt or fraudulent practice. It has not paid and will not pay any commission, gratification or kickback to anyone in connection with this contract. Any breach will make the contract voidable, and the Bidder shall compensate PHDEC for any loss, in addition to blacklisting under the Public Procurement Rules, 2026.

For the Bidder	For PHDEC
Signature:	Signature:
Name:	Name:
Designation:	Designation:
Seal & date:	Seal & date:

Form 6 – Performance Guarantee (format)

We, _____ (Bank), unconditionally guarantee to pay PHDEC, on first written demand, up to Rs. _____ (5% of contract value) on behalf of M/s _____, valid until _____ (end of defect liability period).

Authorized bank signature & stamp: _____

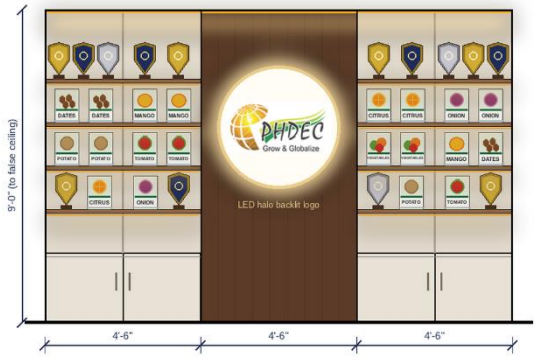
Annexure – Proposed Layout Plan

The PHDEC Proposed Layout drawing forms part of this tender document and is uploaded on EPADS with it.

Muhammad Khalid
Assistant Manager (GA & HR)
Pakistan Horticulture Development & Export Company (PHDEC)
Ground Floor, State Life Building No. 5, Jinnah Avenue, Blue Area, Islamabad
Tel: 051-9217979



E1 RECEPTION FEATURE WALL: ELEVATION
Back wall behind the reception desk (approx. 13'-6" long)



NOTES

1. Walnut veneer centre panel with the official PHDEC logo on a backlit acrylic disc, LED halo (3000K).
2. Display shelves 10" deep with LED strip under each shelf, for product brochures (dates, mango, citrus, onion, potato, tomato, vegetables) and shields.
3. Base cabinets 2'-0" high for storage of product samples.
4. LED cove light at false ceiling along the full wall.
5. Reception desk moved forward for chair clearance.
6. Full-wall file cabinet on the south wall of the Conference Room.
7. Concept for design development. Not to scale; confirm all dimensions on site.

PHDEC PROPOSED LAYOUT