

**GOVERNMENT OF PAKISTAN
MINISTRY OF FOREIGN AFFAIRS**

REQUEST FOR PROPOSAL (RFP) FOR CONSULTANCY SERVICES

Ministry of Foreign Affairs (MOFA) invites request for proposal (RFP) from the reputable and well-established consultant firms/consultants registered EPADS, Income tax, sales tax, Pakistan engineering council/ Pakistan council of architects and town planners and appearing on ATL, to act as "Technical Wing" of the Ministry, for the provision of consultancy services relating to Construction, Repair/ Maintenance, Renovation works, Architecture and Horticulture services in large residential and office buildings during the year 2026 – 27 with the scope of work given as under:

- Bidding will be carried out by adopting “**Single Stage Two Envelope (SSTE)**” procedure as per Clause-36(b) of Public Procurement Rule-2004
- Preparation of bidding documents for Pre-Qualification of Contractors.
- Preparation of bill of quantities (BoQs).
- Detailed specifications of the machinery and equipment to be installed during construction, repair/maintenance and renovation works.
- Preparation of Engineers Estimates.
- Determination of specifications of the materials to be used during the construction, repair/ maintenance and renovation works.
- Construction Supervision during the execution of the works.
- Preparation of Measurement book in respect of the works
- Final certification upon completion of the works.
- Recommendations for payments to the contractors after due verification of quality and quantity of the works executed.
- Approval from CDA, as and when required
- Maintain and man office at MOFA as per RFP requirements.

The Bidding Documents containing terms and conditions, evaluation criteria, description of the assignment, scope of services, deadlines, place of bid submission, and Evaluation Criteria, deliverables etc. are available, on ePADS at www.eprocure.gov.pk.

All proposals must be submitted through ePADS at www.eprocure.gov.pk (and as per RFP requirement). This Tender Notice and Terms of Reference (ToRs) are also available on PPRA’s website (www.ppra.org.pk) as well as ePADS. All firms are directed to apply only through online portal ePADS before **31 March 2026 at 1200 hrs.** Hard copy of the documents will not be accepted. The Bid Security (refundable), equivalent to **Rs.500,000/-**, must be submitted in the form of a Bank Draft/Demand Draft/Call Deposit Receipt (CDR) from any scheduled bank, in favour of Ministry of Foreign Affairs, Islamabad along with hard copy of Affidavits (IN ORIGINAL) as per RFP requirement must reach this office before closing time. Proposals shall be opened on the same day at **1230 hrs.**

Ministry of Foreign Affairs (MOFA) reserves the right to accept / reject all bids or proposals at any time before acceptance of bid as per relevant procurement rules.

Assistant Director (GS-I/II)
Ministry of Foreign Affairs
Islamabad