



PMDC
PAKISTAN MINERAL DEVELOPMENT CORP.

Head Office

Plot No: 13, Sector H/9,
Islamabad 44000, Pakistan.

Tel: 9265123-24

E-mail: info@pmdc.gov.pk

www.pmdc.gov.pk

Invitation for Pre-Qualification

Pakistan Mineral Development Corporation is an autonomous corporation under the administrative control of the Ministry of Energy (Petroleum Division), Government of Pakistan, invites proposals from interested Parties/Hotels having valid registration with Federal Board of Revenue (FBR)/Respective Revenue Boards for income tax & sales tax and who are on Active Taxpayer List (Income & Sales Tax) of the Federal Board of Revenue (FBR)/Respective Revenue Boards for **“Pre-Qualification of 3-Star, 4-Star and 5-Star Hotels for Provision of Hotel Accommodation and Allied Hospitality Services in Major Cities of Pakistan, including Islamabad, Lahore, Karachi, Peshawar and Quetta, under an Open Framework Arrangement”**

Pre-Qualification documents containing detailed terms and conditions opening of bid, etc. can be downloaded from PPRA website <https://epms.ppra.gov.pk/> and PMDC website <https://www.pmdc.gov.pk/tenders/> free of cost.

The hard copies of proposals, prepared in accordance with the instructions in the pre-qualification document must reach on or before **31.08.2026 at 11:00 AM** at **PMDC Head Office, H-9/4, Islamabad**. Proposals will be opened on the same date at 11:30 AM in the presence of participants who may desire to attend the tender opening.

Assistant Vice President (Procurement)

PMDC Head Office, H-9/4, Islamabad

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**Tender Enquiry No. PMDC/PROC./Hotels/HO
DUE FOR OPENING ON: 31.08.2026 AT 11.30 AM**

PRE-QUALIFICATION OF HOSPITALITY SERVICE PROVIDERS

1. Introduction

Pakistan Mineral Development Corporation is an autonomous corporation under the administrative control of the Ministry of Energy (Petroleum Division), Government of Pakistan, invites proposals from interested Parties/Hotels having valid registration with Federal Board of Revenue (FBR)/Respective Revenue Boards for income tax & sales tax and who are on Active Taxpayer List (Income & Sales Tax) of the Federal Board of Revenue (FBR)/Respective Revenue Boards for **“Pre-Qualification of 3-Star, 4-Star and 5-Star Hotels for Provision of Hotel Accommodation and Allied Hospitality Services in Major Cities of Pakistan, including Islamabad, Lahore, Karachi, Peshawar and Quetta, under an Open Framework Arrangement”**

Interested hotels are required to apply separately for each category (3-star, 4-star, or 5-star) for which they seek pre-qualification, along with valid proof of classification.

The pre-qualified/selected hotels shall be considered for entering into long-term open Framework Arrangement (initially for the period of 02 years, extendable for further period of the one year) or other appropriate business arrangements with PMDC. Rates/pricing mechanism shall be finalized separately with pre-qualified hotels in line with prevailing corporate norms. Detailed Terms of Reference (TORs), including specific service requirements, service levels, and pricing mechanisms, shall be finalized in consultation with the shortlisted/pre-qualified hotels at subsequent stage.

2. Scope of Services

The pre-qualified hotel(s) will be responsible for providing the following services on a need basis:-

- Provision of accommodation for PMDC officials and guests in different categories as required from time to time.
- Arrangement of conference rooms, meeting halls, and boardrooms with required facilities.
- High-speed internet and business support services.
- Airport pick and drop services.



- Laundry, housekeeping, and room services.
- Any other allied hospitality services.

3. Pre-Qualification Criteria

Interested hotels are required to demonstrate proven experience, operational capacity and quality of services. The following documents/information shall be provided on the prescribed form attached at the end of this document for assessment:

Hotels are required to apply separately for each category (3-star, 4-star, or 5-star) for which they seek pre-qualification, along with valid proof of classification

A. Company Profile

- Legal status, year of incorporation, location and current condition of hotel.
- Hotel classification (**3-star / 4-star / 5-star**) with valid certification.

B. Relevant Experience

- Minimum **3 years' experience** for 3-star hotels and **5 years' experience** for 4-star and 5-star hotels.
- Experience of providing services to government/semi-government organizations and large corporate clients is mandatory and evidence must be provided for minimum two clients.

C. Operational Capacity

- Total number of rooms (clearly specifying categories)
 - 3-star: Minimum 20 rooms
 - 4-star: Minimum 30 rooms
 - 5-star: Minimum 50 rooms
- Availability of conference rooms, banquet halls, and meeting facilities.
- Availability of backup power, security systems, and modern amenities.
- Attached Bathroom: Rooms must have a properly sanitized and tidy attached bathroom with running water (warm + cold) and appropriate toiletries (including soap, shampoo, dental kit, slippers and tissue box).
- Air Conditioning / Heating (24/7) in the rooms.
- Complimentary Wi-Fi / internet in room/premises, available 24/7.
- Daily Room Service & Housekeeping.
- 24/7 Reception: The hotel must operate its reception desk 24/7, to receive/check-in guests at any time.
- Parking Facility.
- External security guards and internal security (CCTV monitoring) must be functional and maintained.
- Availability of hotels in major cities like Islamabad, Lahore, Karachi, Peshawar and Quetta.



D. Registrations and Certifications

- NTN and GST registration
- Valid hotel registration/license from relevant authorities
- Any international/national hospitality certifications (if any)

E. Financial Soundness

- Last 3 years' financial statements (preferably audited)

F. Litigation History and Blacklisting Declaration

- Undertaking confirming that the firm has not been blacklisted by any government/semi-government organization
- Details of any ongoing litigation (if applicable)

4. Submission Details

The hard copies of proposals, prepared in accordance with the instructions in the pre-qualification document must reach on or before **31.08.2026 at 11:00 AM** at PMDC Head Office, H-9/4, Islamabad. Proposals will be opened on the same date at **11:30 AM** in the presence of participants who may desire to attend the tender opening.

5. Rights Reserved

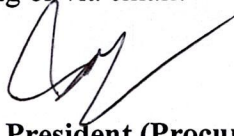
PMDC reserves the right to:

- Accept or reject any or all PQ documents as per PPRA Rules
- Modify or cancel the process at any stage without assigning any reason
- Verify any or all submitted information through independent sources

6. Clarifications

Any queries related to this pre-qualification may be submitted in writing or via email:




Assistant Vice President (Procurement)
PMDC Head Office, H-9/4, Islamabad
Phone: 051-9265128
E-mail: dgm-pro@pmdc.gov.pk

PRE-QUALIFICATION INFORMATION FORM
PMDC – Hospitality Services

SECTION A: GENERAL INFORMATION

Name of Hotel: _____

Owning Company (if applicable): _____

Address: _____

City: _____

Telephone: _____

Email: _____

Website: _____

Focal Person Name: _____

Designation: _____

Contact Number: _____

Legal Status (Sole/Partnership/Pvt Ltd/Public Ltd/Other):

Year of Incorporation: _____

Hotel Category Applied (3/4/5 Star): _____

Issuing Authority of Classification: _____

Validity of Certificate: _____

SECTION B: RELEVANT EXPERIENCE

Total Years of Experience: _____

Government/Corporate Clients:

Client Name	Service	Duration	Value	Contact



SECTION C: OPERATIONAL CAPACITY

Room Inventory:

Category	No. of Rooms	Rate (PKR)
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Facilities Available:

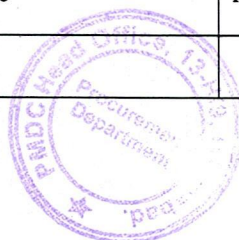
- ☐ Conference Rooms
- ☐ Boardrooms
- ☐ Banquet Halls
- ☐ Buffet/Lunch/Dinner Facility
- ☐ Internet
- ☐ Air Conditioning (Cooling & Heating)
- ☐ Business Center
- ☐ Airport Transfer
- ☐ Laundry, Pressing
- ☐ Room Service
- ☐ Housekeeping

Infrastructure & Safety:

- ☐ Backup Power
- ☐ Fire Safety
- ☐ Security Systems
- ☐ Any other facility (please mention)

Presence in Cities:

City	Hotel Name	Address



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SECTION D: REGISTRATIONS & CERTIFICATIONS

NTN Number: _____

GST Number: _____

Hotel License Details: _____

Certifications (ISO/Other): _____

SECTION E: FINANCIAL INFORMATION

Turnover (Last 3 Years):

Year	Turnover (PKR)

☐ Financial Statements Attached

SECTION F: LITIGATION & BLACKLISTING

☐ Blacklisted (Yes/No)

If yes, details: _____

Ongoing Litigation: _____

SECTION G: DECLARATION

I/We declare that the information provided is true and correct.

Authorized Signatory Name: _____

Designation: _____

Signature & Stamp: _____

Date: _____

