

Universal Service Fund

A Company set up under section 42 of Companies Ordinance 1984



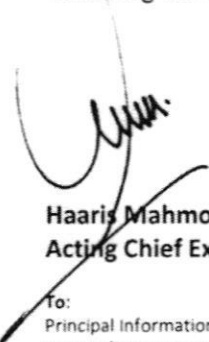
Ref No: USF-PID-0069/RMM
Islamabad: Oct 04, 2019

Subject: Release of Advertisement

Kindly print the attached advertisement for Oct 06, 2019 as per following:

Media	Ad Name	Size	Position	Cost in Rs.
Jang (Combined)	USF/TDRS/Admin/Hiring of Office Premises/2019/04 Expression of interest to hire building / office premises on lease for USF & Ignite offices in Islamabad	28 x 4cm	Ordinary (B&W)	195,776/-
The News (Combined)	USF/TDRS/Admin/Hiring of Office Premises/2019/04 Expression of interest to hire building / office premises on lease for USF & Ignite offices in Islamabad	28 x 4cm	Ordinary (B&W)	103,600/-

Following verification of publication, invoice may be submitted to the undersigned for payment.


Haaris Mahmood Chaudhary
Acting Chief Executive Officer

To:
Principal Information Officer
Press Information Department, GoP, Islamabad

CC:
1. Mr. Adnan Haneef
Creative Junction
2. SO to Secretary IT -MoIT

(A company setup under Section 42 of the Companies Ordinance, 1984)

"Every Pakistani has the right to modern ICT services and we strive to provide that"

Expression of interest to hire building / office premises on lease for USF & Ignite offices in Islamabad

ID: USF/TDRS/Admin/Hiring of Office Premises/2019/04

1. Universal Service Fund (USF) and Ignite- National Technology Fund (Ignite) are companies registered under Section 42 of the Companies Act, 2017 having their registered offices in HBL Tower, Jinnah Avenue Islamabad.
2. USF and Ignite invite sealed proposals from Sole Proprietors/Companies/Firms/Consortium, landlords, real estate agents & attorneys registered with the Sales Tax (where applicable) and Income Tax authorities of FBR. The bidder must be an Active Tax Payer (verifiable through ATL) and have a valid NTN and sales tax registration.
3. Last date for submission of the proposal will be **15-Nov-19 at 11:00 AM** and will be opened on the same day at **11:30 AM** in the presence of bidders and/or their authorized representatives at USFCo office. The advertisement can be found on USF website (<http://www.usf.org.pk>), Ignite website (<http://www.ignite.org.pk>) and PPRA website (<http://www.ppra.org.pk>).

Requirement of building and Terms & conditions:

- i) Valid Ownership document of the building and Power of Attorney (where applicable) are required from the landlord.
- ii) The contract shall be signed initially for a period of five (5) years, however, extendable later as per terms and conditions agreed upon, between the parties after the termination of initial period of five years.
- iii) Following square feet carpet area shall be required for office premises:
 - a) 8000 to 12000 square feet (Only for ignite office)
 - b) 10000 to 15000 square feet (Only for USF office)
 - c) 18000 to 27000 square feet (For both USF & Ignite office)
- iv) The building owner (lessor) shall be completely responsible for the insurance of the building.
- v) Office building should be located in Islamabad Capital Territory.
- vi) The proposed building and its vicinity should portray corporate outlook environment with no retailer & consumer outlets; similarly, locations adjacent to factories/warehouses/industries will not be preferred.
- vii) Uninterrupted central cooling/heating system or any alternative mean is mandatory in office premises which shall be the responsibility of the lessor till the term of lease agreement.
- viii) Elevators/lifts (if it is 1st floor and/or above) must be installed & operational.
- ix) Well maintained and fully operational plumbing, sewerage system, and other office amenities and fixtures must be available.
- x) The required carpet area shall be in a single independent building and in case of building with multiple floors the ones offered should preferably be contiguous (next or together in sequence).
- xi) The offered building shall not be under any administrative & legal disputes and must not be sub-judices. The office premises should be free from all legal encumbrances and carry completion certificate (if applicable).
- xii) The proposed premises should be in compliance with all safety and security standards.
- xiii) Uninterrupted power & water supply are required.
- xiv) The offered building should have internet bandwidth provider facility.
- xv) Rest Rooms for gents and ladies must be provided separately on each floor.
- xvi) The building should have provisions as required for creating barrier free environment for persons with disabilities.
- xvii) The bidder shall provide declaration that all the quoted information is true and factual.

Senior Admin Officer

Universal Service Fund

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