Joint Venture Projects

REQUEST FOR PROPOSALS

Guidelines for Submission of JV Proposal

April- May 2025

GOVERNMENT OF PAKISTAN
MINISTRY OF HOUSING & WORKS

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
ISLAMABAD
10-Mauve Area, G-10/4, Islamabad

LETTER OF INVITATION

To,

All the Bidders

Subject: **Submission of Joint Venture Proposals**

We extend warm welcome to you and invite you to participate in the Joint Venture projects. We hope that you will live up to your reputation and provide us accurate information/documents so that the evaluation is carried out "just and transparent". Please understand that the contents of this RFP, where applicable, are just for reference, and evaluation of the submitted proposals will be conducted in accordance with the EOI, FGEHA (JV and PPP) Rules 2025 and guidelines. Therefore on submission of proposals/bids by you it shall be deemed that you are in 100% agreement with the contents of EOI, FGEHA (JV and PPP) Rules 2025, and RFP document. In the end, we appreciate your participation and hope that you will feed a good proposal to merit consideration of Federal Government Employees Housing Authority.

Authority:

F.G.E.Housing Authority
10-Mauve Area, Sector G-10/4
Islamabad

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1. INTRODUCTION

i. Federal Government Employees Housing Authority (FGEHA) is an autonomous body of Ministry of Housing and Works. FGEHA has the mandate to provide quality affordable housing to Federal Government Employees and other specified groups in major cities of Pakistan.

ii. The Executive Board of the Authority has approved Federal Government Employees Housing Authority (Joint Venture and Public Private Partnership) Rules 2025. The purpose of Joint Venture (JV) is to engage the private sector and/or any government for land banking and development of housing schemes including plots, houses, and apartments in order to accommodate the maximum number of registered members of the Authority and other specified groups under FGEHA Act 2020, by inviting expression of interest (EOI) for joint venture from well reputed national or international interested individuals, private firms, investors, developers or consortiums, government departments, Corporate housing bodies and others to launch housing schemes in Islamabad Capital Territory and/or other parts of Pakistan.

iii. Proposals are invited from the bidders in light of FGEHA (JV and PPP) Rules 2025.

2. SALIENT FEATURES OF JV PROPOSAL

i. The JV proposal submitted by the bidders must contain following documents (in two phases). In case, any of the following documents is missing, the proposal can be considered non-responsive by the Authority and therefore can be rejected, forthwith. However, the Authority reserves the right to solicit any missing information within specified timeframe if deemed appropriate.

ii. At the **initial phase** (at the time of submission of proposals) following documents must be enclosed with bid:

a. Pay order/ Draft in the name of FGEHA (Rs. 5000). No Proposal will be entertained, in case of absence of pay order.

b. Covering Letter

c. Evidence of incorporation of firm (SECP / Registrar of Firms), if applicable

d. Copy of FBR/NTN certificate

e. Fresh Copies of Register *Haqdarane-Zameen (Fard)* attested by concerned *Tehsilder* preferably issued within last three months from the date of publication of advertisement inviting expression of interest

f. *Aks Shajra/Khasra* Plan showing clear boundaries of proposed scheme. In case of already approved schemes highlighted proposed area in approved Lay out plan of the scheme;

g. Non-Encumbrance Certificate from competent authority;

h. Valid Agreement to Sell with the land owner or valid irrevocable General Power of Attorney with the original land owner in case the owner has appointed an Attorney, shall be provided with the proposal;

i. Status of utility services including electricity, gas, water and others at site be substantiated with evidence;

j. Complete details regarding bio data, qualification, experience of key personnel responsible for development of project shall be provided at appropriate stage;

k. An undertaking to the effect that the bidder is willing to comply with the provisions of the standardized JV agreement with the Authority, followed by Construction Agreement (if applicable), subject to fulfillment of all codal formalities;

l. Geographic Information System (GIS) Map of proposed site along with proposed land khasras superimposed on Google map showing the boundary coordinates of land/site in Universal Transfer Mercator (UTM) format (both in soft and hard format) shall be provided;

m. The offered land shall not include any Shamilat Land in compact piece as per the decision of Apex Court Crl. Org. 57/2015 dated 04-05-2018;

n. An Affidavit to the effect that the bidder is willing to comply with the provisions of the FGEHA (JV and PPP) Rules 2025;

o. Affidavit from land owner that land is free from any litigation and all other encumbrances;

p. Complete details regarding bio data, qualification, experience of key personnel shall be provided;

At the **second phase** (in case, the proposal gets matured), following documents will be submitted by the bidder:

iii. The Following details about the firm, consortium or an individual as the case may be, shall also be provided, where applicable, in case the bidder intends to opt for the development work on the proposed land:

a) Full name of the individual, firm, company or consortium and permanent address with evidence of incorporation and structure of consortium, if applicable;

b) Legal Status of the firm (sole ownership or limited company) certified by registrar or concerned authority. Registration certificate with the Securities Exchange Commission Pakistan (SECP) or Registrar of Firms is to be provided;

c) The registration of firm with Pakistan Engineering Council in relevant category equivalent to scope of the work is to be provided;

d) Complete information of housing and infrastructural projects, completed during last 5 years (if any) along with photographs or broachers and other documentary proofs, shall also be required, along with the following:

i. Name of projects, location and client
ii. Scope of work
iii. Details of projects
iv. Certified proof of financial soundness (from bank)
v. Copy of NTN plus last year's Tax Return.
vi. Undertaking that the firm has never been blacklisted by any Government, semi Government, Attached Department or Autonomous Body;
vii. Information on any litigation or arbitration resulting from contracts completed or under execution by the Bidder. The firm has never been involved in litigation, an affidavit to such effect shall be provided, as the case may be; and
viii. Performance certificates from the clients, if any, for whom similar services have been rendered.

3. DEADLINE FOR SUBMISSION OF PROPOSALS,

i. The complete proposals, along with pay order / bank draft amounting RS. 5,000 in the name of FGEHA, shall be submitted in **R&I section** of FGEHA till 13th May 2025 till 11:00 Hrs. and shall be opened on the same day at 11:30 Hrs.
ii. The submitted documents must enclose all the documents as mentioned above and in the FGEHA (JV and PPP) Rules 2025.
iii. The incomplete submitted proposals can be rejected, forthwith.
iv. The proposal submitted by the bidder shall remain valid for, at least, 365 days from its date of opening, if not rejected/closed by FGEHA earlier.
v. Bids with charges payable will not be accepted, nor will arrangements be undertaken to collect the bids from any delivery point other than that specified above. Bidders shall bear all expenses incurred in the preparation and delivery of bids. No claims will be entertained for refund of such expenses.

vi. FGEHA may, at his discretion, extend the deadline for submission of Bids by issuing an amendment.

4. LATE BIDS

i. Any bid received by FGEHA after the deadline for submission of bids will be returned unopened to such bidder.

ii. Delays in the mail, delays of person in transit, or delivery of a bid to the wrong office shall not be accepted as an excuse for failure to deliver a bid at the proper place and time. It shall be the bidder's responsibility to determine the manner for timely delivery of his bid.

5. AUTHORITY'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

The Authority reserves the right to accept or reject any or all bids, and to annul the process and reject all bids, at any time of evaluation, without thereby incurring any liability to the affected bidders or any obligation.

6. COST OF BIDDING

The bidders shall bear all costs associated with the preparation, submission and afterwards clarification of their respective bids and the Authority shall in no case be responsible or liable to any costs incurred by the bidder during the bidding process, before the signing of agreements.

7. CLIENT DETAILS

Director (JVP)
Federal Government Employees Housing Authority (FGEHA)
Ministry of Housing and Works
Government of Pakistan
10-Mauve Area Sector G-10/4, Islamabad
www.fgeha.gov.pk

8. ATTACHMENTS

i. Sample Covering Letter

ii. FGEHA (JV and PPP) Rules 2025

(Sample Covering Letter)

Reference No:

Dated

To:

Director JVP
FGEHA,
10 Mauve Area, Sector G10/4,
ISLAMABAD.

Subject: **Submission of JV Proposal in Response to EOI**

Sir/Madam,

In response to EOI published in newspaper dated _____, inviting proposals under Joint Venture for offering land to the Federal Government Employees Housing Authority (FGEHA), in order to provide shelter through affordable housing opportunities (Plots/Apartments/Houses), to the Federal Government Employees and other Specified Groups, we are pleased to submit the Proposal to FGEHA under *(Mention JV model i.e. Land Sharing Basis / End Product Basis / Any other Model in light of FGEHA (JV and PPP) Rules 2025 (abstract of proposed model be mentioned)*).

2. We, hereby, offer the land measuring XXXX Kanals, with Khewat No, Khasra No. _____, located at _____, Tehsil_____, District _____.

3. We agree to abide by this Bid for a period of 365 days from the date of its receipt, and may be accepted at any time before the expiration of that period or during extended period as mutually agreed; and it shall remain binding upon us.

4. We do hereby declare that the land being offered for the Joint venture is clear in terms of its title and possession; it is free from all legal, physical or any other encumbrances; and it is not mortgaged/pledged or under any lien whatsoever. We further declare and undertake that the Proposal is being made without any collusion or malafide intentions strictly in accordance with the terms and conditions of EOI, RFP and FGEHA (JV and PPP) Rules 2025.

5. We understand that you are not bound to accept the Proposals you may receive.

(Signature)
(XXXX)
CEO - ABC
Tel: