

OPEN AUCTION

#HumCDA

FOR OPERATION & MANAGEMENT OF FOLLOWING KIOSK /SHOP LOCATED AT MELODY FOOD PARK, G-6 MARKAZ ISLAMABAD ON ANNUAL RENTAL BASE (10 + 5 YEARS)

Directorate of Municipal Administration MCI intends to rent out the following Kiosk /shop located at Melody Food Street G-6, Markaz Islamabad to the interested parties related with food chain business through Open Auction bidding process for the period of Ten Year extendable on satisfactory performance for the next Five Years to the highest bidder with 10% increase per annum of the bid value for each year and onward as per following eligibility criteria of Terms and Condition.

Melody Food Park							
S.#	Kiosk No.	Kiosk No.	Locations	Sizes	Trade	Date of Auction and Time	Alternate Date
1.	Kiosk /shop	4	Melody Food Park	10 x 10	Fast Food / desi food / tuck shops Chain	12-08-2025 11:30 A.M	13-08-2025 15-08-2025 11:30 A.M
2.	Kiosk /shop	6					
3.	Kiosk /shop	7					
4.	Kiosk /shop	9					
5.	Kiosk /shop	10					
6.	Kiosk /shop	12					
7.	Kiosk /shop	14					
8.	Kiosk /shop	23					
9.	Kiosk /shop	26					
10.	Kiosk /shop	1					
11.	Kiosk /shop	3					
12.	Kiosk /shop	13					
13.	Kiosk /shop	11					
14.	Kiosk /shop	21					
15.	Kiosk /shop	16					

Note: Number of shops can be increased or decreased.

Terms & Conditions:-

- Only such intending bidder having relevant experience in the field shall be entitled to take part in the open auction who before the commencement of auction shall obtain the TORs Documents from the address mentioned below and a token number from the office of DDO/ DMA/MCI during office hours through written request to his firm / Company letter Pad along with a non-refundable bank draft amounting to Rs. 25,000/- and refundable bank draft as earnest money of amounting to Rs. 1,000,000/- in Favor of DDO, DMA, MCI one day prior to the date of auction for each shop separately. No TORs will be issued on auction's day.
- The duration of the license will be Ten year extendable for next five years on satisfactory performance and subject to approval of competent authority and with submission of advance payment for the next each year before one month with 10% increase per annum of the bid value.
- Before handing over the possession of the Shop, highest bidder shall deposit 100% of the bid value amount in advance per year along with 10% bid value security deposit and withholding tax as per prevailing rates within a specific period which will be mentioned in the offer letter. In case of default / failure the bid offered by the highest bidder stands cancelled and the earnest money of Rs. 1,000,000/- shall be forfeited. In that case the bid will be offered to 2nd and subsequently to 3rd highest bidder.
- The Earnest Money of the 2nd and 3rd bidder will be retained till the signing of the license / agreement and handing over the site possession to highest bidder.
- The Shops are non-transfer able and the highest bidder is bound to runs the shops itself. Only one authorised representative is allowed to work as a helper. The individual credential must be communicated to authority in-writing.
- The Authority reserves the right to cancel the auction proceeding whole or any individual bid without any assigning any reason.
- The open auction will be held in the office of Director Municipal Administration, MCI, Fire Headquarter, G-7/1, Islamabad on the scheduled date & time. Only those applications will be allowed to participate in the open auction who has issued the token number on submission of Earnest Money on same day till **11:00 A.M.**
- Site / shops / facility can be seen / visited on or before the auction dates during office hours (before auction proceedings).
- Applications received with incomplete documents or after due date & time shall not be considered.
- Only those individuals / companies / firms are eligible which are registered under relevant laws with the concerned registration and taxation authorities.
- The companies / Firms/ Individuals should not be defaulter of any Government department including MCI / CDA and FBR etc.
- The companies / Firms/ Individual should possess valid NTN.
- The owner of the company / firm or any member of the company / Board of Director has no history of financial default as well as any criminal history of conflict of interest.
- The company / firm should not be blacklisted from any Government / Sami Government / Authority etc.
- Possession of the site will be given "as is, where is" basis, MCI will not pay any additional amount to the contractor for maintenance and up keep of the shops and will not consider any financial claim in future.
- Only One representative per firm will allow to participate in the auction.
- In case the auction is postponed due to any reason (including non-acceptance of bid etc), It will be reschedule for **13-08-2025 (Wednesday) & subsequently on 15-08-2025 (Friday) at 11:30AM**

Dr. Anam Fatima, Director

Municipal Administration, MCI, Fire Headquarter Building G-7/1, Islamabad,
for further queries 051-9252838, 0331-5181508