



PUBLIC NOTICE

INVITATION OF APPLICATIONS FOR ALLOTMENT OF VACANT STALL ON YEARLY LICENSE BASIS ON PRESCRIBED TERMS & CONDITIONS IN WEEKLY MARGALLA BAZAAR H-9 ISLAMABAD

The Metropolitan Corporation Islamabad (MCI) offers a unique opportunity to interested individuals for the operation and management — via licensing — of vacant stalls across various trades at the H-9 Weekly Bazaar, Islamabad.

Sr.#	Section / Category	No. of Vacant Stalls
1	Fruits & Vegetables	07
2	Grocery/General Store	05
3	Garments	02
4	Shoes/Footwear	01
5	Electronics/ Mobile Accessories	01
6	Cloth	09
7	Plastic Sheet	02
8	Food / Hotel	01
9	G. Item	02
10	Others/ Misc	01

(Note: The number of stalls can be increased or decreased as per availability).

Eligibility Criteria:

i. Minimum Qualification: Intermediate. li. Relevant experience in the respective trade is mandatory.

Application Procedure:

Interested persons can obtain prescribed application form from the office of the Dy. Director Municipal Administration, Fire HQ Building G-7/1 Islamabad or may download from CDA & DMA website:- www.cda.gov.pk & www.dma.gov.pk for operation & management of vacant stalls in Weekly Bazaar H-9 Islamabad.

Please attach the following documents with the proforma:

- Copy of CNIC.
- Two (2) passport-size photographs.
- Experience certificate (mandatory).

Interview and Allotment:

Interviews will be scheduled in Directorate of Municipal Administration, MCI.
Only shortlisted candidates will be informed of the interview date.
Only relevant and suitable applicants will be considered for allotment.
Allotment will be subject to the availability of stalls for the respective trade.
The distribution of marks during the interview will be as follows (Total marks: 100):

TECHNICAL EVALUATION OF CANDIDATE

Sr. #	Evaluation Criteria	Total Marks		Mark Obtained
Qualification (40 Marks)		40		
1	Graduation or Higher Qualification		40	
2	Intermediate / FA Qualification		30	
3	Below FA/Intermediate		10	
Interview & Business Plan Presentation (30 Marks)		30		
1.	Understanding of the Business Concept – clarity regarding the proposed business, target market, objectives and scope		10	
2.	Business Model & Revenue Generation – practicality of the business model, revenue streams, pricing and financial sustainability		7	
3.	Market Knowledge & Customer Understanding – knowledge of target audience, market demand, competitors and customer acquisition strategy		5	
4.	Presentation & Communication Skills – clarity, confidence, professionalism and ability to respond to questions		5	
5.	Scalability & Growth Potential – potential for expansion, sustainability and long-term viability		3	
Experience in Business / Digital / Online Marketing (30 Marks)		30		
1	More than 5 years relevant experience in business, digital marketing, online marketing, e-commerce, related field		30	
2	More than 3 years up to 5 years relevant experience		20	
3	More than 2 years up to 3 years relevant experience		15	
4	1 to 2 years relevant experience		10	
5	Less than 1 year relevant experience		5	
Total		100		

Note: Candidate obtained 65 marks will only be shortlisted.

Important Terms

Merely submitting an application does not confer any right to a claim for allotment.
The competent authority i.e. Director Muncipal Administration, MCI reserves the right to accept or reject any application without assigning any reason.
The stalls will be operated on a cashless basis.
Last date for submission of applications: 25-09-2026

DR. ANAM FATIMA (PAS)

Director Municipal Administration, MCI
Fire Headquarters building G-7/1. Phone: 051-9252838