

Tender Document

Construction of Dadyal Mosque RCC Structure

Tender #: MH/CVLTD--02/02/2026

Date: 22 Sep 2026.

RCC Construction Structure of Dadyal Mosque:

As per below mentioned detail:

S.No	Area/District	Region	Tehsil	Activity
1	Mirpur	Azad Kashmir	Dadyal (70 KM from Mirpur)	Construction of Mosque
Total				01
Note: All documents/profile are required only from NEW Vendors for Compliance.				

General Conditions for Tender

1. Scope:

Muslim Hands invites Tender for the supplies / works described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the Tender documents. **Muslim Hands** reserve the right to vary the quantity of work/materials/supplies specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.

2. Language:

As determined by **Muslim Hands**, the working language of this tender is English. Other languages will not be accepted.

3. Qualifying and Conditions:

The main criteria for admission to the tender are as follows:

- Duly registered with FBR, having Valid NTN and filer income tax return.
- Duly registered with PEC**
- Provision of evidence of **financial** soundness.
- Provision of evidence of **technical** soundness.
- Previous relevant Experience,
- Good track-record and references from previous clients
- Good team composition

4. Tender Basis:

- All Tender Documents must be completed in full; otherwise, the application will be disqualified.
- All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition in original papers.
- If Applicants have any additional request and conditions, this shall be specified in a separate letter accompanying the bid.
- Each bid shall be valid for the period of **45-days** from its date of submission.
- Bids shall be made in writing calculated in **PKR** only and clearly stated on the appropriate forms.
- All prices must inclusive of all taxes, compulsory payments, levies and duties, including Sales Tax (if applicable).

- The price schedule must include all information requested, including origin of materials.
- The applicant shall attach a detailed timetable for carrying out the works and propose ways and means to realize the works.
- **Muslim Hands** will not be liable for any damage to the applicant person or property in the event that something should occur. **Muslim Hands** strongly recommend that all applicants take extra precaution when visiting / delivering supplies to a project site.

5. Scope of Works:

The scope of assignment relates to **Construction of RCC Mosque Structure** *(as per technical specification) provided by Muslim Hands.*

6. Payments:

Payment will be made as per agreed schedule of payment upon satisfactory delivery and inspection report (if any) of the supplies or services to the location mentioned in tender documents/invitation to Tender. **No mobilization advance will be entertained.**

7. Performance Standards:

The work must be undertaken in accordance with all relevant rules, regulations and statutes currently in force in Pakistan.

8. Eligibility of Applicants:

Applicants cannot apply if they:

- Are bankrupt or in the process of going bankrupt.
- Have been convicted for an offense concerning professional conduct.
- Have been guilty of grave professional misconduct (proven by any means, which the contracting authorities can justify).
- Have not fulfilled obligations related to payment of taxes.
- Are guilty of serious misinterpretation in supplying information.
- Are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties on **Muslim Hands**).
- Were declared at serious fault of implementation owing to a breach of their contractual obligations
- Are on any list of sanctioned parties issued by the Pakistan Government, United Nations, and European Union.

9. Bid Evaluation:

The **Procurement Committee** will check the Tender to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the **Procurement Committee** may, at its discretion, request clarification.

1. **Technical Evaluation:** The offers will first be evaluated on technical merits. The technical evaluation assesses the capacity of the company on the basis of submitted technical documents.
2. **Financial Evaluation:** The financial evaluation subject to the technical evaluation is based on the cost of assignment given in the Tender.
3. **Other Evaluations:** After ranking companies according to financial and technical criteria, the procurement Committee may take into account other criteria, including, but not limited to record of past performance, integrity, samples and community repute, when assigning companies to the designated short list.
4. **The vendors/supplier/firms are advised to send Technical & Financial sealed bids in a sealed envelope.**
5. The envelope will be clearly **marked with the name of project applied for, location/s of project, name & address of vendors/supplier/firms.**

6. Submit sealed bids through courier to Muslim Hands office address.

10. Selection of Tender:

Selection of the successful applicant will be based on the ranking of companies according to technical and financial criteria, as well as any other criteria suggested by the Procurement Committee. Based on this the Procurement Committee will then make a recommendation.

11. Sample of the Items Required:

If a Vender, Supplier/ firm shortlisted for further process, only those shortlisted ones will be invited to submit their samples against their bids. After Samples approval Vendor/ supplier will be intimated and formal PO will be issued.

12. Acceptance of Successful Tender:

Taking into consideration, the recommendation of the **Procurement Committee, Muslim Hands** will make the final choice of the awarded firm. **(Muslim Hands)** will then send a purchase order / letter of acceptance to the successful applicant. After submitted documentation from the selected firm has been verified, the **vendors/supplier/firm** will then be obliged to sign the contract for the stated amount. Any amendment to the awarded tender will be documented, as an "Annex" to the contract and will be determined by **(Muslim Hands)**.

12. Specifications of mosque is Construction of RCC Structure of Mosque and quran academy having prayer hall of size (18ft7.5inch x 31.75ft), Verandah of size (16'x39.25'), Quran Academy room of size (15ft x 18.75ft), Ablution area of size (15.75ft x 19.5ft) including 3 washrooms with height of prayer hall is 11ft.

Financial Proposal
Name of Firm:

Summary of Cost:

S.NO	Activity Name	Detail	Amount	No Of Days for work completion
01	Mosque Construction	Annexure 01 for detail information		

Name:

Signature: _____ Date: ____/____/2026

Vendors/supplier/firms Stamp: _____

Technical Proposal

S.NO	Description	Detail	Remarks
1	Project ID		
2	Name of vendors/supplier/firms		
3	Postal Address:		
4	NTN/STN No.		
5	Registration with any other Relevant Department		
6	Bank Account Details:	Title of account Name of Bank:	
7	Year of Establishment a. With FBR b. PEC Registration c. Any Other		
8	Past Experience (in Years)		
9	Experience in similar project (in years)		
10	Locations of already completed Projects & years		
11	Name of organizations your vendors/supplier/firms worked in Similar project		
12	Name of Organization your vendors/supplier/firms worked in other then this project		
13	Proposed Duration of Project completion (in months)		
14	Brief implementation strategy		
15	Other additional information you may share as supporting documents for the quotation.		



16	Vendors/supplier/firms is requested to please share company profile along with quotation.	
17	Annual Turnover during last 3 years	
18	Bank statement for the last 6 months	
19	Audit reports for last 3 years (if available)	
20	Name of contact person within organization to whom all correspondences shall be addressed Cell #, e-mail etc.	
21	Name, designation and legal status of person authorized to enter into negotiation and sign any form or agreement	
22	Detail of directors of the vendors/supplier/firms : CNICs, Names, Mobile Nos. etc.	
23	Disclosure of relationship of any vendors/supplier/firms with firms in same business/profession.	
24	Disclosure of relationship with any employee of the firm within Muslim Hands.	

Name: _____

Signature & Stamp: _____

13. Specific Terms & Conditions:

Preference will be given to bidders possessing relevant past work experience who have carried out a variety of civil work.

1. **Procurement committee** reserves the right to cancel/reject any or all offers without assigning any reason.
2. Payment will be made on satisfactory delivery of supplies / completion of work through online or cross cheque after deduction of applicable taxes.
3. Bid price must be **inclusive of delivery costs and all admissible taxes** while relevant taxes like GST or sales taxes should not include in bid amount.
4. Procurement committee reserves the right to alter the quantity (**order may be issued in full or partial**), if required.
5. An agreement will be signed with successful bidder(s) for timely supply of appropriate quality items and method of payment. Failure to meet the conditions of the agreement will result in cancellation of the agreement at the risk and cost of the **vendors/supplier/firms**.
6. In case the supplies are delayed, (**Muslim Hands**) will impose a **penalty of 5% per day of the total amount of contract on the delay work and on low quality**.
7. The selected vendors will have to submit **05% CDR** (in the name of Organization) of the total value of the quoted bid price at the time of signing of contract.
8. **10% of retention amount** will be deduct from final bill and will be release after 01-months (depends on the project length) of project completion the satisfaction report from region office.
9. **Muslim Hands** reserves the right to forfeit the **05% CDR** in case of breach of the agreement.
10. Tender Offers must be valid for minimum 45 days after the tender opening.
11. Tender publication does not constitute any commitment on part of (**Muslim Hands**) unless a written agreement is signed between both parties.
12. The prices should be quoted on the letter head of the company/firm in the given format and all other supporting documents should be attached with it.
13. Lowest price will not be the **sole criteria; quality, capacity of the vendor, delivery time and previous relevant experience** will also be considered.

The last date for submission of sealed bids (Technical & Financial) is on

Tuesday 29 September 2026, before 1700hrs.

“Bids submitted after the stipulated date and time will not be entertained as per Muslim Hands policy”

Address for submission of sealed bids:

Muslim Hands office, Sector B-3, Allama Iqbal Road, Mirpur Azad Kashmir, PAKISTAN

Phone # 05827-448900 and 0313-7493215