

REQUEST FOR EXPRESSION OF INTEREST FOR AUDITORIUM PACKAGE OF PEF HEAD OFFICE BUILDING

Punjab Education Foundation (PEF) is an autonomous organization, established under the auspices of Government of the Punjab and committed to the promotion of quality education in under privileged areas of Punjab through Public Private Partnership. The estimated cost of the assignment is **PKR 76,636,900/-**

PEF requests Expressions of Interest from applicants/firm(s)/organization(s) who intend to be hired for provision of below mentioned services:-

Activity	Description
Auditorium Package	Auditorium Package for under Construction Head Office Building of PEF

Eligibility Criteria

1. Firm/Contractor/Supplier must be registered with relevant regulatory Tax authorities for NTN and GSTN/PSTN as per the relevant laws in Pakistan (whichever is applicable);
2. The bidder is required to have at least four (4) years of relevant experience in the local market, with a demonstrated history of successfully completing projects of comparable scope and quality. This experience must be supported by thorough documentation, including detailed descriptions of past projects and a minimum of five (5) project completion certificates/Work Order/Contracts (verifiable evidence etc).
3. Copies of audited financial statements of Financial or Calendar Year 2022-23 or 2023-24 (minimum PKR 100 million turnover in any financial year).
4. The firm/organization must have an office in Lahore.
5. Undertaking on stamp paper of PKR 100/- (all terms and conditions and qualifications listed anywhere in this EOI document have been satisfactorily vetted by the firm/organization and is not currently blacklisted by the PEF and PPRA. The documents/photocopies provided with EOI are authentic. In case of any fake/bogus document found at any stage, firm/organization shall be black listed as per Rules / Laws).
6. Proposed Drawing & Design Architecture with 3D Layouts renders.
7. The list of general, technical & professional staff with at least the following technical professionals:
 - i. Power Distribution Technician
 - ii. Project Management Professional
 - iii. Director of Photography (DoP)

Note: Details of the project and Eligibility Criteria are given in EOI document.

Terms and Conditions

1. Applicants are requested to submit the required documents as per expression of interest through E-PADS till November 7th, 2025 before 02:00 pm.
2. Proposals will be opened on the same day at 02:30 pm in presence of authorized representatives of applicants.
3. In case of an official holiday on the day of submission, the next day will be treated as the closing date and same timings will be followed.
4. Incomplete and late received proposals shall be rejected.
5. PEF reserves the right to reject all the proposals submitted, prior to acceptance.
6. This request for EOI has also been advertised on official websites of PPRA, E-PADS and PEF. Interested applicants can download the EOI document from PPRA website, E-PADS portal and can submit as per instructions given in the EOI document. No fee is required to be submitted by the applicants for the EOI.
7. The Request for Proposal (RFP) will be furnished only to the shortlisted applicants of EOI.
8. The URL of the website of the PPRA is (<http://eproc/punjab.gov.pk/viewtender.aspx>) and response time shall be calculated exclusively from the date of publication of the advertisement on the website of the PPRA.

**Deputy Director (Procurement)
Punjab Education Foundation
52 – L, Gulberg – III,
Near Kalma Chowk, Lahore
Ph. # 042-99232791**



PUNJAB

Education Foundation

Expression of Interest (EOI)
for Auditorium Package of Under Construction Head Office
Building of Punjab Education Foundation (PEF) Located at
302-H/3, Johar Town Lahore

Issued by:

Deputy Director (Procurement)
Punjab Education Foundation
52-L, Gulberg III,
Lahore.

Ph # 042-99232791-8

Deadline for Submission:

Not Later than 02:00 PM

Date: November 7th, 2025

1. PURPOSE

In line with the vision to provide state-of-the-art facilities at our new Head Office Building, Punjab Education Foundation intends to develop a modern Auditorium equipped with high-end acoustic and audio-visual solutions. Expressions of Interest (EOI) are invited from reputable firms/contractors/suppliers with demonstrated experience in design, supply, installation, and commissioning of complete auditorium packages including acoustic treatments (fireproof wall), sound proof doors, indoor SMD, auditorium seating/chairs, floor carpet, UPS, Passive Speakers, Power amplifier, Digital Podium, Handheld Microphone, Gooseneck Microphone, Audio Cables & Allied Accessories, etc.

2. Objectives & Expected Outcomes:

The objective is to procure, supply, install and commission a complete Auditorium Package that will ensure:

1. Optimum acoustic performance for presentations, meetings, and events.
2. High-quality sound reinforcement with modern passive speakers, amplifiers, podium, microphones, and audio cables.
3. Professional indoor SMD LED display.
4. Ergonomic and comfortable auditorium seating.
5. Aesthetic flooring and Commercial carpet tiles
6. Reliable power backup through UPS.
7. Sound insulation through soundproof doors.

This Expression of Interest (EOI) document intends to seek proposals from interested organizations/firms in accordance with Rule 47 “Expression of Interest” of Punjab Procurement Rules 2014.

Afterwards, PEF will issue Request for Proposal (RFP) for seeking proposals from the shortlisted Organizations/Firms in the light of Rule 48 of Punjab Procurement Rules 2014.

3. Scope of Work:

Punjab Education Foundation (PEF) is running a model Public Private Partnership system and is striving for the improvement of school education in Punjab. PEF intends to establish and procure items for Auditorium Package for its under Construction Head Office Building Located at 302, H/3, Johar Town, Lahore from interested applicants.

The selected organization/firm(s) will be responsible for detailed design, supply, installation, testing, and commissioning of:

- 1) Acoustic panels/treatment for walls and ceiling.
- 2) Back Stage Paneling
- 3) Soundproof main and emergency exit doors.
- 4) Indoor SMD LED screen.
- 5) Auditorium seating chairs (fixed type)
- 6) Wall-to-wall Commercial Carpet Flooring.
- 7) UPS for audio-visual equipment.
- 8) Passive speakers, amplifiers, audio cables, digital podium, microphones (wired/wireless)
- 9) Integration of all systems to ensure optimum performance.
- 10) Training for operation & maintenance.
- 11) After-sales support and warranty services.

4. Salient Features:

1. Complete package for an auditorium of (capacity, approximately 250 seats).
2. Modern acoustic design to ensure echo control and speech clarity.
3. Audio-visual system to support presentations, seminars, and conferences.
4. Robust power backup solution.
5. Compliance with safety standards and building codes.

5. Terms of Reference (ToRs):

The selected firm/contractor/supplier will be responsible for:

1. Conduct a site survey and submit a detailed design proposal.
2. Ensure supply of genuine, branded equipment and materials.
3. Deploy skilled workforce for installation.
4. Provide warranty for equipment.
5. Submit work completion and testing reports.
6. Provide user training and O&M manual.
7. Ensure compliance with relevant national/international standards.

6. ELIGIBILITY CRITERIA

Sr. #	Description	Firm
1	Firm/Contractor/Supplier must be registered with relevant regulatory Tax authorities for NTN and GSTN/PSTN as per the relevant laws in Pakistan (whichever is applicable); Participation in joint ventures is prohibited for this tender. Each bidder must submit an individual proposal without entering into any partnerships or collaborations for this project.	Must Meet Requirement
2	The bidder is required to have at least four (4) years of relevant experience in the local market, with a demonstrated history of successfully completing projects of comparable scope and quality. This experience must be supported by thorough documentation, including detailed descriptions of past projects and a minimum of five (5) project completion certificates/Work Order/Contracts (verifiable evidence etc).	Must Meet Requirement
3	Copies of audited financial statements of Financial or Calendar Year 2022-23 or 2023-24 (minimum PKR 100 million turnover in any financial year)	Must Meet Requirement
4	The firm/organization must have an office in Lahore.	Must Meet Requirement
5	Undertaking on stamp paper of PKR 100/- (all terms and conditions and qualifications listed anywhere in this EOI document have been satisfactorily vetted by the firm/organization and is not currently blacklisted by the PEF or PPRA. The documents/photocopies provided with EOI are authentic. In case of any fake/bogus document found at any stage, firm/organization shall be black listed as per Rules / Laws)	Must Meet Requirement
6	As per the best practices Procuring Agency required the solution for Auditorium Package measuring approximately- 3770 sqft covered area for the following items but not limited to: <ul style="list-style-type: none"> i. Acoustic Treatment (Fireproof Wall) ii. Sound Proof Doors iii. Indoor SMD iv. Auditorium seating/Chairs v. Floor Commercial Carpet vi. UPS vii. Passive Speakers viii. Lights including Stage/Spot/Focus/Celling Lights etc. ix. Power Amplifier x. Digital Podium xi. Handheld Microphone xii. Gooseneck Microphone xiii. Audio Cables & Allied Accessories, etc. 	Must Meet Requirement Must Meet Requirement
7	Proposed Drawing & Design Architecture with 3D Layouts renders.	Must Meet Requirement

8	The list of general, technical & professional staff with at least the following technical professionals: i. Power Distribution Technician ii. Project Management Professional iii. Director of Photography (DoP)	Must Meet Requirement
9	EOI documents signed and stamped	Must Meet Requirement
10	Letter of application (Annex - A)	Must Meet Requirement

7. INSTRUCTIONS FOR APPLICANTS

- 7.1 The Procuring Agency will follow Punjab Procurement Regulatory Authority Law / Rules i.e. PPR- 2014 (Amended), as applicable, while conducting this procurement.
- 7.2 Interested applicants/firms should provide information with all supporting documents indicating that they are qualified to perform the services given in the EOI documents.
- 7.3 The Application, as well as all correspondence and documents relating to the prequalification/shortlisting exchanged by the Applicant/Firms and the Procuring Agency, shall be written in the English language. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages into the English language, in which case, for purposes of interpretation of the Application, the translation shall govern. Information in any other language shall be accompanied by its certified translation in English. Non-compliance of the above requirement could result in disqualification of relevant Applicants.
- 7.4 Prequalification/shortlisting is open to all entities duly incorporated under the laws of Pakistan.
- 7.5 Prequalified/shortlisted Applicants may participate only in one application against EOI. If a Prequalified Applicant submits more than one application, all applications that include that applicant shall be rejected.
- 7.6 Applications submitted through E-PADS must meet the criteria to be considered for further evaluation based on Evaluation Criteria as listed in EOI document. Applicants that meet the minimum Evaluation Criteria set out in this document. Request for Proposal (RFP) shall be issued only to Prequalified/shortlisted Applicants.
- 7.7 To assist in the evaluation of Applications, the Procuring Agency may, at any stage during the course of the prequalification process, ask any Applicant for clarification in respect of any matter associated with the documentation submitted by the Applicant in its Application. If an Applicant does not provide clarifications of the information requested by the date and time set for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.
- 7.8 Applicants may be required to update the information submitted for prequalification//shortlisting through E-PADS at the time of submission of their applications to confirm continued compliance with the Prequalification Criteria. Applicants shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as and when required. An application shall be rejected if the Applicant's qualification thresholds are no longer met at the time of processing.

- 7.9 The applicant must declare and undertake that the application and statements made along with the information provided are duly complete, true and correct in every detail. The Procuring Agency may verify information provided in prequalification documents through any means necessary and reserves the right to disqualify a application at any stage of the process if the Applicant is found to have willfully misrepresented information.
- 7.10 The applicant must declare and undertake that all the information, warranties, statements and representations provided within this application are true and correct; and applicant also understand that in case any of the aforesaid are found to be false/incorrect then applicant is liable to be disqualified, without prejudice to its other rights and actions the Procuring Agency may exercise under the applicable laws.
- 7.11 The complete applications as required under expression of interest, must be submitted through E-PADS Punjab Education Foundation not later than November 7th, 2025 at 02:00 PM. Late applications shall not be accepted. Proposals will be opened on the same day at 02:30 PM in presence of authorized representatives of applicants.
- 7.12 The applicant shall submit application through E-PADS, complying with the EOI Document. Alternative application shall not be considered.
- 7.13 The Procuring Agency shall determine the substantial responsiveness of the application to the EOI document, prior to the evaluation, on the basis of the contents of the Bid itself without recourse to extrinsic evidence. A substantially responsive application is one which:
- 7.14 Meets the eligibility criteria given herein this EOI document;
- 7.15 Conforms to all terms and conditions of the EOI documents issued by Procuring Agency in reference to this procedure.
- 7.16 A material deviation or reservation is one which affects the scope, quality of services or limits the Procuring Agency's rights or applicant's obligations under the Contract.
- 7.17 The Bid determined as not substantially responsive shall not subsequently be made responsive by a bidder by correction or withdrawal of the material deviation or reservation.
- 7.18 The Procuring Agency reserves the right to reject any/all EOIs without assigning any reason.

Primary Contact Details:

Mr. Shahzad Javed
Project Head, PEF New Building
52-L, Gulberg III, Lahore
Contact No. 042 99232791-Ext No. 64

Secondary Contact

Mr. Umair Aslam
Assistant Director (Admin)
52-L, Gulberg III, Lahore
Contact No. 042 99232791-Ext No. 64

(Annex- A)

8. LETTER OF APPLICATION

[Letterhead paper of the Applicant, including full postal address, telephone no., fax no. and e-mail address]

Date: _____

To: Deputy Director Procurement
Punjab Education Foundation

Dear Sir,

1. Being duly authorized to represent and act on behalf of..... (hereinafter “the Applicant”), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby applies to be prequalified as an applicant for the following contract(s) under the **Expression of Interest for Auditorium Package of Under Construction Head Office Building of Punjab Education Foundation Located at 302, H/3, Johar Town, Lahore.**
2. PEF or its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application through E-PADS, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves or the authorized representative to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
3. This Application is made with the full understanding that:
 - (a) Applications by Prequalified Applicants will be subject to verification of all information submitted for prequalification at the time of processing of application;
 - (b) PEF reserves the right to cancel the prequalification process, and reject all applications; and
4. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed
For and on behalf of (name of Applicant)