

PUNJAB GOVERNMENT SERVANTS HOUSING FOUNDATION

(PGSHF)



OPEN AUCTION BIDDING DOCUMENT

For

**LEASE OF CONSTRUCTED COMMUNITY HALL
AT PGSH SCHEME MOHLANWAL, LAHORE**

*Date of Submission & opening: **May 12, 2026***

Issued to _____ CNIC # _____

On payment of Rs.2,000/- (Rupees two thousand only)

Authorized Sign & Stamp



**OPEN AUCTION TENDER NOTICE LEASE OF
COMMUNITY HALL AT PGSH SCHEME MOHLANWAL, LAHORE**

The Punjab Government Servants Housing Foundation (PGSHF) intends to lease out the following asset on "*as is, where is*" basis at its PGSH Scheme, Mohlanwal, Lahore through **OPEN AUCTION**, for which applications are invited from the interested persons/parties/firms as per the details given below;

Detail of Assets	Reserve Rent	Lease Period
01 No. Constructed Community Hall of 6,000 Sft. Size (100 Ft. x 60 Ft.) with allied rooms, office, kitchen, store etc. near Society Office at PGSH Scheme Mohlanwal, Lahore	Rs.70,000/- Per Month	To be Leased out through open auction for 10 years with 10% annual increase in monthly rent.

- Interested bidders may download the tender/bidding documents relating to the above mentioned assets on the official websites of PPRA or PGSHF immediately upon publication of this advertisement to consult the Terms & Conditions and other relevant information on this account.
- All prospective bidders are required to purchase the bidding documents from the office of the undersigned against the prescribed fee and submit the same up to or on **12.05.2026 (Tuesday) till 11:00 AM**, along-with Earnest Money ***equal to three-month reserved rent of above asset*** in the form of CDR/Bank Draft/Pay Order favoring "Project Director, Punjab Government Servant Housing Scheme Mohlanwal, Lahore". Auction proceedings will be held by the Tender Opening Committee, PGSHF at Community Hall of PGSHS Mohlanwal, Lahore on **12.05.2026 (Tuesday) at 11:30 AM** in the presence of interested bidders or their authorized representatives.
- The bids will be announced and accepted through open auction on the above-mentioned date, time & venue, for which the bidders are invited to physically participate in the open auction.
- The earnest money of unsuccessful bidders will be returned after completion of the auction proceedings.
- Any additional information or detail, if required in this regard, can be sought from the office of the undersigned at any working day during the office hours from 09:00 AM to 04:00 PM.
- The PGSHF may reject all proposals or may cancel all bidding process at any stage before acceptance of any particular proposal under Rule-35 of the PPRA Rules, 2014 (amended up to date).

Project Director,
Punjab Government Servant Housing Scheme, Mohlanwal Lahore.
Contact: 042-35966636, Email: ajc786@hotmail.com

**PUNJAB GOVERNMENT SERVANTS HOUSING SCHEME
MOHLANWAL, LAHORE**

Leasing out the Community Hall

REGISTRATION FORM

1	Name of Bidder	
2	Father's /Husband's Name	
3	CNIC # (Please attach copy)	
4	Name of Firm/Company	
5	NTN #	
6	Postal Address	
7	Mobile # / Email	
8	Earnest Money	Rs.210,000/-
9	Mode of Payment (CDR/ Pay Order/Bank Draft)	

Date _____

Signature _____

TO BE FILLED AT THE TIME OF OPEN AUCTION

It is Certified that I/We have offered the highest rent of Rs. _____ per month during open auction held on **12.05.2026** for the lease of Community Hall at PGSH Scheme Mohlanwal, Lahore

Signature _____ **Thumb/Stamp** _____

1. **BIDDING DETAILS (INSTRUCTIONS TO BIDDERS):**

- All prospective bidders are required to purchase the bidding documents from the office of Project Director, PGSH Scheme Mohlanwal, Lahore on payment of **Rs.2000/-** and submit the same duly filled, signed & stamped up to or on **12.05.2026 at 11:00 AM**, along-with Earnest Money **equal to three month reserved rent of Community Hall** in the form of CDR/Bank Draft/Pay Order favoring "Project Director, Punjab Government Servant Housing Scheme Mohlanwal Lahore" for registration and participation in the auction. Auction proceedings will be held by the Tender Opening Committee, PGSHF at Community Hall of PGSHS Mohlanwal, Lahore on **12.05.2026 at 11:30 AM** in the presence of interested bidders.
- In case the last date of bid submission falls in /within the official holidays/ weekends of the Auctioneer, the last date for submission of the bids shall be the next working day.
- Queries of the Bidders (if any) seeking clarifications regarding the specifications of the premise(s) must be received in writing to the Auctioneer and can be sought from the office of the undersigned at any working day during the office hours from 09:00 AM to 04:00 PM. Any query received after said date may not be entertained.
- The bidder shall submit bid which complies with the Bidding Document.
- It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract/Letter of Acceptance awarded under this Bid Process will be entertained by the Auctioneer. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

The Primary Contact & Secondary Contact for all correspondence in relation to this bid is as follows:

Primary Contact

Name: Rashid Mansoor
 Designation: Project Director
 Email: ajc786@hotmail.com
 Contact: 042-35966636

Secondary Contact

Name: Hafiz Javed Ahmed
 Designation: Administrator
 Email: ajc786@hotmail.com
 Contact: 042-35230081

- Bidders should note that during the period from the receipt of the bid and until further notice from the Primary Contact, all queries should be communicated via Primary Contact and in writing only. In the case of an urgent situation where Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.
- Bidders are also required to state, in their proposals, the name, title, contact number (landline, mobile), fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated (Template is attached).
- The Auctioneer will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

2. SCOPE OF AUCTION:

- The Punjab Government Servants Housing Foundation (PGSHF) intends to lease out the following asset on "***as is, where is***" basis at its PGSH Scheme, Mohlanwal, Lahore through **OPEN AUCTION**, for which applications are invited from the interested persons/parties/firms as per the details given below;

Detail of Assets	Reserve Rent	Lease Period
01 No. Constructed Community Hall of 6,000 Sft. Size (100 Ft. x 60 Ft.) with allied rooms, office, kitchen, store etc. near Society Office at PGSH Scheme Mohlanwal, Lahore	Rs.70,000/- Per Month	To be Leased out through open auction for 10 years with 10% annual increase in monthly rent.

3. TERMS AND CONDITIONS:

- 3.1. Only NTN holder individuals, sole proprietors, firms, AOP etc. shall be eligible for participation in the auction.
- 3.2. An affidavit on legal stamp paper (original) shall be provided by the bidder that he/she is not blacklisted from any Government Department.
- 3.3. Highest bidder shall be considered as a successful bidder.
- 3.4. The Auctioneer shall reserve the right to accept or reject the highest bid if the highest bid is lower than the reserve price mentioned in the bidding document.
- 3.5. The whole process of auction will be governed under applicable laws and by Open Auction.
- 3.6. The Successful bidder will be bound to deposit the Additional Security equal to the amount of offered bid value for a period of Six (06) months within seven (07) working days after the issuance of acceptance letter. Failing to respond, the lease of such bidder will be cancelled and bid security submitted along-with the bid will be confiscated.
- 3.7. Bid Security / Earnest money will be converted into Performance security and will be refundable only on successful completion of contract, on clearance of all dues including electricity charges and other utilities.
- 3.8. The successful bidder will pay the agreed monthly rent of Community Hall in advance positively before 7th of each month.
- 3.9. In case the successful bidder fails to pay the monthly rent for three consecutive months, the PGSHF shall have the rights to get the Community Hall vacated through its resources and the lessee shall not have any legal rights to challenge it in any court of law.
- 3.10. Contract period will be for ten (10) years and can be extended up to further three (03) years subject to satisfactory performance of the successful bidder. Extension in the contract period shall be sole prerogative of the Auctioneer. In case of **extension, annual rent will be increased at the rate of 10% per annum as in normal case as well.**
- 3.11. The Auctioneer will hand-over premises/building/infrastructure to the successful bidder on "**as is, where is**" basis without any further renovation/amendment and in the same condition as it was at the time of bidding process.
- 3.12. After completion of contract period or sooner determination of the contract in the event of breach of any of the conditions as mentioned in this document, the premises and the building/structure etc. shall be returned to Auctioneer in same condition as it was initially handed over to successful bidder. In case of any damage to the premises and building/structure etc. Or any part thereof (including the fixtures and the fitting therein) is damaged or disfigured the same shall be replaced or repaired by the successful bidder, within such reasonable time and to such extend may be required to the satisfaction of the auctioneer. If the successful bidder fails to carry out the repairs and replacement to the

- satisfaction of the auctioneer, the auctioneer shall be entitled to carry out such repairs and replacement at the cost of successful bidder, which shall be deducted from the performance security of the successful bidder.
- 3.13. All Government taxes whether Federal or Provincial, duty, levy, if promulgated and Stamp Duty will be the responsibility of the successful bidder.
 - 3.14. Auctioneer can reject all proposals or may cancel the bidding process at any stage before acceptance of any proposal or may cancel all bidding process at any stage.
 - 3.15. Before acceptance of any proposal, bid security of first three bidders will be withheld and will be returned after successful completion of bidding process.
 - 3.16. Auctioneer will have the Authority to supervise all the operations of successful bidder in connection with the contract and may impose suitable penalty on any violation which may include fine or closure of business in case of any act of successful bidder against the standing instructions of the Auctioneer. In case of overcharging, misbehavior with customers or lack of cleanliness at site, encroachments (temporary and permanent), etc. a fine up-to Rs.5,000/- per day shall be imposed on him/her till such time, instructions of auctioneer are to be fully complied.
 - 3.17. The successful bidders shall neither sub-let, nor carry out any additional business. In case of violation Auctioneer shall have the Authority to seal the premises forthwith.
 - 3.18. In case the Successful bidder desires to abandon his/her business or running the establishment before expiry of the period of contract, he/she shall have to serve three months advance notice to the Auctioneer or surrender the security deposit (performance security) against this agreement. In case of no serving the advance notice, he/she shall not be entitled for refund of advance payment made to the Authority on any account relating to the contract.
 - 3.19. The successful bidder shall have to comply with directions of the Auctioneer in connection with periodic upkeep of by the Successful bidder. He/she shall not cause nuisance to the neighbors or the visiting public.
 - 3.20. The successful bidder shall not use any place other than the designated premises/building/infrastructure that as may be allowed by the auctioneer.
 - 3.21. The successful bidder shall not use the allocated premises/building, infrastructure for the storage of unlawful goods, ammunition, gun powder or any explosive or combustible substance.
 - 3.22. The successful bidder shall not use the allocated premises/building, infrastructure for any unlawful purpose.
 - 3.23. The successful bidder shall be responsible for the security and safety of allocated premises and its equipment, stores and such other items.
 - 3.24. The successful bidder shall not destroy greenery/plants around surrounding and in case of any harmful act by the successful bidder or his/her Staff, the

- successful bidder shall be responsible to replace the same at their cost.
- 3.25. Size and design of the board of the establishment shall be approved from Auctioneer.
 - 3.26. Annual maintenance in respect of repair, painting, etc. will be carried out by the successful bidder at its own expense.
 - 3.27. In case the successful bidder desires to utilize facilities such as electricity, telephone, water supply and Sui Gas etc, he will have to make his own arrangement for the same by referring directly to the concerned agency for which NOC would be issued by the auctioneer. The successful bidder shall have to clear the bills well in time and maintain record of such payments that can also be checked by auctioneer. The successful bidder will not be provided with any remedy on behalf of these facilities in any court of law.
 - 3.28. That in case the Lessee fails to pay the rent for three consecutive months, the contract agreement of the Lessee shall deemed to be cancelled. However the Auctioneer under special circumstances if finds any justification for delay, can condone the same upto 15 days. No condonation shall be made beyond such period and agreement shall remain cancelled. The possession shall be taken over by the Auctioneer after issuance 7 days' notice to the successful bidder so that anything lying inside could be handed over to the successful bidder. In case of failure of successful bidder to join possession proceedings and to receive his stock / article if any lying inside, will be deemed as confiscated and will be disposed of by the Authority as per his own choice without intervention of the court after a period of one month.
 - 3.29. If the successful bidder does not pay rent as per schedule, he shall be deemed as willful defaulter of the Auctioneer and the contract shall stand cancelled; the security deposit (performance security) by the Successful bidder shall stand forfeited in favor of the Auctioneer.
 - 3.30. The tenure of this agreement shall be ten (10) year extendable upto three (03) years subject to satisfactory performance. **Extension in contract period shall be sole prerogative of the auctioneer.** The Successful bidder hereby undertakes that he shall immediately leave possession of the site on the expiry/termination of contract period, simultaneously handing it over to the Authority or on the expiry of the extended period, if any. If the Successful bidder continues to occupy the project site after expiry of the contract period, he shall be bound to pay rent @ three times the rent of the previous year beside any other remedy available to the Authority.
 - 3.31. The Auctioneer reserves the right to shift the allocated area to any other suitable place or dismantle the same to provide space for development as and when required due to unavoidable circumstances in public interest through a written notice with due time.
 - 3.32. This contract can be terminated at any stage by the Auctioneer, in case of violation of any of the clauses of this agreement. The Auctioneer can terminate this contract after giving 07 days' notice to the successful bidder to fix the

violation/issue, and in case the successful bidder is unable to rectify the violation within 03 days, the Auctioneer may terminate this agreement. In which case the security and advance rentals paid by the successful bidder to the Auctioneer under the agreement shall stand forfeited and Auctioneer shall take over possession of the allocated premises/building/infrastructure.

- 3.33. The successful bidder shall solely be responsible for any loss or damage to building/his business at the site of the establishment and the Auctioneer is indemnified to the fullest extent. The Successful bidder shall be responsible for ensuring safety of the visiting public and his own employees and auctioneer shall in no way be responsible for any damage to the life and property of the visiting public or his employees caused by the use for visit to the establishment and the successful bidder hereby indemnifies auctioneer and all its employees against any damage to life and property of the visiting public and his employees.
- 3.34. The successful bidder shall furnish all information regarding its employees / staff deployed at the premises along with attested photocopies of their National Identity Card to the Auctioneer.
- 3.35. In case of any dispute between the parties including the termination of agreement it shall be referred for arbitration to Executive Director (Engg.), PGSHF (Auctioneer), who will be sole arbitrator his decision shall be binding upon the parties which will not be challenged before any authority whatever that may be.
- 3.36. As the case may be, upon successful completion of the original lease award period, the Foundation will undertake a fresh auction for the next period. It is noted that in case the existing lessee matches the highest auction bid, he/she shall have the first right of refusal at the highest auction/ bid received.
- 3.37. Any other matter connected with this contract that has not been specified in the aforementioned clauses, shall be dealt with and decided by the Auctioneer after affording opportunity of hearing to the successful bidder. The successful bidder shall abide by such decision and shall not go in litigation against such decision before arbitration.
- 3.38. Any member/resident of PGSH Scheme Mohlanwal, Lahore who is already defaulter for the Monthly User Charges of the above Scheme shall not be allowed to participate in the Auction proceedings until or unless he clears all the outstanding dues pending against him/her.

DRAFT FOR LEASE AGREEMENT

(To be printed on the legal stamp paper of required value for contracts)

This agreement of lease is made at Lahore on _____ day of _____ 2026

BETWEEN

Punjab Government Servants Housing Foundation (PGSHF), 14/A Upper Mall Scheme, Lahore through its Project Director, PGSH Scheme _____ (hereinafter called the **Landlord**)

AND

Name of Lessee _____ S/O, D/O, W/O _____ having CNIC # _____ and R/O _____

(hereinafter called the **Lessee**) of Community Hall in Punjab Government Servants Housing Scheme _____.

Expression Landlord and the Lessee wherever the context so permits shall always mean and include their representatives, heirs, successor, legal representatives and assignees.

The Landlord has agreed to lease out the Community Hall having covered area of 12,753 Sft situated at Punjab Government Servants Housing Scheme, Mohlanwal, Lahore to the lessee on a monthly rent of Rs. _____ (Rupees _____) with the following terms & conditions.

1. That this lease agreement will be for a period of ten (10) Years starting w.e.f _____ and ending on _____. However the period of agreement can be enhanced with the mutual understanding of both the parties subject to entire satisfaction of the Landlord.
2. That the lessee shall pay in advance the retention money/security equal to Rs. _____ (Rupees _____ only) prior to take over the physical possession of the Community Hall. This security shall be converted into Performance Security and will be refundable at the time of vacation of Hall.
3. That the lessee has agreed to pay the monthly rent in advance for each month which will be paid positively before 7th of each month.
4. That the rent shall be increased by 10 percent per year.
5. That the landlord has only leased-out the constructed building of Community Hall with covered area of 12,753 Sft. Encroachment or erection of structures on roof is strictly prohibited.
6. That Lessee shall regularly pay the Monthly user charges of Community Hall as approved by the Managing Director, PGSHF.
7. That Lessee shall obtain electricity, telephone and sui gas connections for Community Hall from the concerned departments at his own expense; PGSHF shall however issue the NOC if required in this regard.

8. That Lessee may obtain the Water supply connection (if required) from the society office against the approved user charges.
9. That the Lessee shall not do any kind of illegal, hazardous, explosive, or prohibited business activities in the Community Hall.
10. That the Lessee in any case cannot sublet or transfer the possession of Community Hall to any other party/person.
11. That no alteration in the constructed building shall be made without prior written permission of the Project Director. Any approved alteration must be removed before vacation.
12. That all the applicable Government taxes/duties (except the Property Tax) shall be borne by the lessee.
13. That violation of lease terms may result in cancellation and forfeiture of security of the lessee.
14. That in case the Lessee fails to pay the rent for three consecutive months, the PGSHF shall have the rights to get the Community Hall vacated through its resources and the lessee shall not have any legal rights to challenge it in any court of law.
15. That the lessee shall comply with all municipal, commercial, and public safety regulations.
16. That PGSHF shall not be responsible for any loss due to theft, fire, or force majeure.
17. That both the parties may terminate the agreement with three-months prior written notice to the other party.
18. That the Managing Director, PGSHF/competent authority may issue any additional instructions/orders for the smooth operation of the Community Halls which will be binding on the lessee with true spirit.

SIGN & STAMP

SIGN & THUMB IMPRESSION

Project Director, PGSHS

(In Person)

Lessee:

Name _____

S/O, D/O, W/O _____

CNIC # _____

(In Person)

WITNESS NO.1

Name: _____

CNIC # _____

WITNESS NO.2

Name: _____

CNIC # _____

Signature _____

Signature _____