**FURNISHED BUILDING REQUIRED IN ISLAMABAD ON RENTAL BASIS**

**FOR KHYBER MEDICAL UNIVERSITY, HAYATABAD, PHASE-V, PESHAWAR**

**LETTER OF INVITATION**

Khyber Medical University is a multi-campus public sector higher education institution. Its Main Campus is located at Hayatabad, Phase-5, Peshawar. KMU intends to provide safe, secure, affordable and comfortable furnished building to its students of Islamabad campus and hereby solicits proposals from individuals, private entrepreneurs, estate developers, hospitality mangers, joint ventures and consortia for providing on rent/lease suitable furnished building located in the nearby (Park Road, Lehtrar Road, Bani Gala, Bhara Kahu, Express way, All sector near Motorway) vicinity of Islamabad for KMU-Institute of Health Sciences at Islamabad.

1. The interested parties/individuals are invited to submit their proposals along with following details at the address given below, which would form the basis for future negotiations and leading to the agreement between the successful bidder(s) and Khyber Medical University, Peshawar:
	1. Application Letter
	2. Location of the building/property
	3. Proof of Property Ownership
	4. Necessary information as required on the attached Annexure-I duly filled and signed.
2. To enable to submit a proposal, please find enclosed General information & Scope of work.
3. The proposal should follow Guidelines given in the enclosed documents mentioned above. The method of evaluating the proposals will be based on the information provided.
4. KMU may accept/ reject offer of any or all firms without assigning any reason.
5. Please note that the cost of preparing a proposal and of negotiating a contract, including trips to the site is not reimbursable as a direct cost of the assignment.
6. Your complete proposal along with the required supporting data as mentioned in the advertisement should be addressed to:

**Director (Planning & Development),**

**Administration Block, 1st Floor, Khyber Medical University, Main Campus, Hayatabad, Phase-V, Peshawar**

**Tel: 091-9217703, 091-9217696, Ex: 164, Fax: 091-9217704**

1. The last date of submission of the Proposals is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**GENERAL INFORMATION & SCOPE**

1.1 Khyber Medical University, is a multi-campus public sector higher education institution. Its Main Campus located at Hayatabad, Phase-V, was established in 2008. At present, the Islamabad campus enrolls about 2500 students and employs a human resource of about 100 personnel including its faculty, officers and staff.

1.2 Khyber Medical University intends to provide safe, secure, affordable and comfortable furnished building to its students of Islamabad campus and hereby solicits proposals from individuals, private entrepreneurs, estate developers, hospitality mangers, joint ventures and consortia for providing on rent/lease suitable furnished building located in the nearby (Park Road, Lehtrar Road, Bani Gala, Bhara Kahu, Express way, All sector near Motorway) vicinity of Islamabad for KMU-Institute of Health Sciences at Islamabad.

1.3 Accordingly, Khyber Medical University issues these guidelines inviting interested firms/companies/ individuals to submit proposals for leasing/renting suitable properties/buildings in conformity with Public Procurement Regulatory Authority (PPRA) Rules.

1.4 The statements and explanations contained in these guidelines are intended to provide a better understanding to the Bidders about the subject matter and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the Bidder or Khyber Medical University’s rights to amend, alter, change, supplement or clarify the scope of work. Consequently, any omissions, conflicts or contradictions in these guidelines are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained.

1.5 The property/building in the proposal is required to accommodate 2500 students for an institute.

1.6 The property/building should have well ventilated and airy rooms with adequate number of wash rooms & toilets.

1.7 The building should have suitable provision of kitchen & dining hall and space for common room.

1.8 Repair work, if any pointed out by the Khyber Medical University shall be carried out by the owner within 15 days failing which the same shall be done by the Khyber Medical University and cost of it, up to ceiling of one month’s rent, shall be recovered out of the rent payable in the next month.

1.9 The Building should be ideally located the nearby (Park Road, Lehtrar Road, Bani Gala, Bhara Kahu, Express way, All sector near Motorway) vicinity of Islamabad for KMU-Institute of Health Sciences at Islamabad.

1.10 No commercial activity other than the KMU-Islamabad Campus for Institute of Health Sciences will be carried out on the leased/rented premises.

1.12 Regular utilities such as Water, Sui gas, Electricity and PTCL Land Line must be available. Stand by arrangements would be preferred for water & electricity. The utilities supply lines/ connection shall be provided by the owner at his cost and expenses. However, the Institute shall pay all running charges with respect to all utilities during the rent/lease period on the basis of actual consumption.

1.13 Selected bidder shall be required to sign a rent/lease agreement with the Khyber Medical University, Hayatabad, Phase-V for not less than a period of one year which may be extended further on mutually agreed terms and conditions and on the satisfactory report of the Dean/Director KMU-IHS Islamabad or authorized officer of Khyber Medical University.

1.14 Building/property offered must be free from all encumbrances, claims and legal disputes etc. Documentary proof of ownership of building, payment of all taxes, duties, dues, telephone, water, electricity charges etc. whichever is applicable shall be submitted before the signing of the Agreement.

1.15 All existing and future rates, taxes including property taxes, assessment charges and other out-going whatsoever of description in respect of the building/property shall be payable by the owner thereof.

1.16 The Khyber Medical University reserves the right to consider/reject any such proposal without assigning any reason. In case of rejection of application for issue of tender, the decision of competent authority will be final and binding and the party shall not be entitled to any compensation whatsoever for no issue of tender.

1.17 The agreement for hiring of building shall come into force immediately after it is executed and shall remain in force for the period agreed upon.

1.18 The rent charges shall be agreed as per the rent/lease agreement entered into on the terms & conditions mutually agreed upon. The payment of rent shall be subject to deduction of applicable taxes as per rules.

1.19 Interested parties/individuals/firms should return the complete application, including Annexure - I, duly filled in and signed in token of having accepted the terms and conditions, sealed in an envelope superscripted “Proposal for Hiring of Furnished Building in Islamabad required by Khyber Medical University, Peshawar on rental basis”

1.20 Not limiting the generality and scope of this clause, the building/property offered in this proposal shall be evaluated against the following points:

* Accommodation capacity
* Location
* Appropriateness of building for the institute
* Surrounding environment including air quality
* Ease in managing necessary facilities by the Khyber Medical University
* Readiness to occupy
* Exclusive Use by the Khyber Medical University
* Analysis of cost per student
* Security parameters
* Availability of utilities such as water/electricity/sui gas/telephone etc. round the clock
* Quality and sufficiency of fixtures and installations
* Furnishing offered by the bidder

1.21 Each proposal/bid shall have to obtain a minimum of 60% score in order to be considered for further negotiations and consideration by the Khyber Medical University

**ANNEXURE-1**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Name of the person (s) part (s) holding title of the property |  |
|  | Contact Information |  |
|  |  | Full Postal Address of the Property |  |
|  | Location (Please Tick) |  Rural Urban

|  |
| --- |
| Name of the person(s)/party(s) |
| holding title to the property |
|  |

|  |
| --- |
| Name of the person(s)/party(s) |
| holding title to the property |
|  |

 |
|  |  | Total covered area in square feet | Constructed | To be Constructed |
|  |  |
|  | Allied Open area/lawns etc. (sq. ft.) |  |  |
|  | **DESCRIPTION OF BUILT-UP AREA** |
|  | No. of rooms | Area/Dimension | With attached washrooms | Without attached washrooms |
|  | Ground Floor |  |  |  |  |
|  | First Floor |  |  |  |  |
|  | Second Floor |  |  |  |  |
|  | Third Floor |  |  |  |  |
|  | Fourth Floor |  |  |  |  |
|  | Any other (specify) |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | Property Distance (in KM) from Main Road |  |
|  | **GENERAL AMENITIES** |
|  | Available utilities and nature of connection (domestic or commercial) | Electricity |  Domestic |
|  Commercial |
| Sui Gas |  Domestic |
|  Commercial |
| Water Supply |  Domestic |
|  Commercial |
| Telephone Line |  Domestic |
|  Commercial |
|  | Provision of kitchen |  Yes |  No | Area: \_\_\_\_\_\_\_ Sft |
|  | Facility of Common Room |  Yes |  No | Area: \_\_\_\_\_\_\_ Sft |
|  | Availability of Parking Space  |  Yes |  No | Area: \_\_\_\_\_\_\_ Sft |
|  | Availability of nearby public transport |  Yes |  No |
|  | **ESSENTIAL DOCUMENTS TO BE FURNISHED** |
|  | Copy of the titled deed of property |  Yes |  No |
|  | Copy of CNIC of the Owner |  Yes |  No |
|  | Copy of the Building Plan |  Yes |  No |
|  | Particular of completion certificate/ stage of construction, year of construction, age of the building etc. (enclose copy of completion certificate |  Yes |  No |
|  | **PLEASE INDICATE** |
|  | Whether accommodation offered for rent is free from litigation including dispute in regarding to ownership, pending taxes etc. |  Yes |  No |
|  | Whether all Govt. dues/ taxes, electricity/ gas/ telephone/ water bills are paid up as on date of application (attached documentary proof) |  Yes |  No |
|  | Whether the property is ready to be occupied |  Yes |  No |
|  If Not  | When : \_\_\_\_\_\_\_ |
|  | Whether it is an independent building for exclusive use of the University or otherwise |  Yes |  No |
|  | Demand of lease/rent PKR per square foot of the covered area. | (The amount should be inclusive of all applicable taxes) |
|  | Amount in numbers |  |
|  | Amount in words |  |