

# Directorate General of Hajj/(OPAP)Jeddah

## Hiring of Accommodations at Madinah Munawwarah for Pilgrims under Government scheme for Hajj-2015/1436

### Terms & Conditions

1. Stay of each Pakistani haji at Madinah Al-Munawwarah will be for eight (08) to nine (09) days to enable completion of 40 prayers in the Masjid an-Nabavi ash-Sharif by every pilgrim.
2. While the rent of SR.600/- per haji/cycle on actual occupancy basis, this rate will only be available in case of 100 percent Markazia offering; lower percentages of accommodation in Markazia will be offered proportionately lower rates as determined by the Hiring Committee.
3. As the rent is fixed, the competition between bids will be on the basis of maximum registered capacity of the owners/lessees being offered in Markazia.
4. All bids should be for whole "Hajj Season" (starting from 1<sup>st</sup> Dhulqadah, 1436 and ending on Muharram 15<sup>th</sup>, 1437) based on the flight schedule to be announced by the Government of Pakistan. Any bid providing accommodations only for specific days will not be accepted.
5. Every bid should contain the list of offered buildings. The technical approval of capacity of the owner/lessee shall be on the basis of evaluation criterion which is as under:-

No	Criterion	Score
1	Number/percentage of hujjaj in Markazia	90
2	Experience of last three (3) years (total hujjaj accommodated (Pakistan & other countries), overall qualitative performance with Pakistan and achievement of share of Markazia as checked by DD (Hajj) Madina from files of last 3 years.	10
<b>Total=</b>		<b>100</b>

6. All eligible owners/lessees will show that the offered capacity is registered in their name or they have the contracts/MOUs of the offered buildings proving their ownership/legal holding for Hajj 2015 (attested by Ministry of Hajj) for Hajj-2015. Allocation of hujjaj to the owners/lessees will be made on the basis of registered capacity and marks achieved.
7. The hiring committee may evaluate owners/lessees on the basis of any other additional criteria which would be informed to all owners/lessees before said evaluation.
8. In case of failure of any owner/lessee to provide accommodations in the buildings contained in the list given to the OPAP as registered capacity etc. and non-acceptance of alternative buildings by the OPAP, fresh accommodations will be hired from the market (through other owners) at the expense of the defaulter owner/lessee in addition to imposition of penalty.

9. The bidders i.e. owners/lessees of the buildings must be registered with Ministry of Hajj. The buildings offered must also be registered in the name of the bidders/owners/lessees with Ministry of Hajj.
10. OPAP will impose a mandatory non-negotiable fine of **SR.1000/-** per haji in case of violation of the contract, both in terms of non-provision of contracted accommodations, non-provision of promised buildings from the list provided to the OPAP as well as non-provision of Aqood for their daily shares etc.
11. All owners/lessees will provide a portion of the mezzanine or area of restaurant of the hotel or building (in case of rooms hired in a hotel) or complete serving area for food in case of total building in the occupation of the GoP scheme hujjaj to OPAP's approved catering companies for supply and distribution of food to hujjaj of Government scheme staying in the buildings of the owners/lessees. In case of failure on the part of owners/lessees/contractors or management of the building or hotel, the OPAP will impose fine which may equal to the total payment of un-served meals in the particular building/buildings or hotel/hotels.
12. All bids should be submitted on the system of two envelopes as per Public Procurement Rules, Government of Pakistan. For further information, please visit [www.ppra.org.pk](http://www.ppra.org.pk) or write to Director General Hajj, Jeddah for further details. The contractors/owners/lessees will provide one envelope containing list of buildings for evaluation. The sealed envelopes will be opened by the Hiring Committee in the presence of contractors/owners/lessees.
13. The bids shall be strictly in consonance with the Hajj Policy of the Government of Pakistan and the Saudi Hajj Instructions.
14. Last date for submission of bids is fifteen (15) days after the publication of this advertisement. Any clarifications or information must be sought in writing. No verbal communication will be entertained.
15. The scheduled date for opening of bids is on Wednesday, the 10<sup>th</sup> of June 2015 at Pakistan House II Madinah Munnawarah, at 1400hours.
16. *It is clarified that the OPAP has no agent or intermediary. All eligible owners/lessees /bidders are requested to contact OPAP directly on numbers given below.*

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