

Office of the Pilgrims Affairs, Pakistan (OPAP)  
JEDDAH  
\*\*\*\*

Hiring of Accommodation for Pakistani Pilgrims for Hajj-2014/1435  
Terms & Conditions for Accommodation at Madinah Munawwarah

1. Stay of each Pakistani haji at Madinah Al-Munawwarah will be for eight (08) to nine (09) days during which she/he can complete 40 prayers.
2. The rent will be SR.500/- per Haji on actual occupancy basis.
3. As the rent is fixed, the competition between bids will be on the basis of registered capacity of the Accommodation Groups, percentage of accommodation offered in Markazia (within Sitteen) as well as the quality of buildings outside Sitteen. The buildings offer for pilgrims should not be beyond 900 meters from outer wall of Masjid-e-Nabavi.
4. All bids should be for whole Hajj Season based on the Flight Schedule to be announced by the Government of Pakistan. Any bid only providing accommodation for specific days will not be accepted.
  - (i) Every bid should contain the list of offered buildings in Markazia and non-Markazia area. The technical approval of a group shall be on the basis of evaluation criteria which is as under:-

Sr. No.	Criteria	Score
1	Number / percentage of hujjaj in Markazia	45
2	Quality of the buildings outside Sitteen based on a survey by Deputy Director Madinah Munawwarah/ Hiring Committee evaluation (10 marks for numbers in North side)	40
3	Last 5 years of experience (total hujjaj accommodated , hujjaj from Pakistan, past qualitative performance with Pakistan as checked by DD from last 5 year files ; every year marks	15
Total =		100

All accommodation groups will be required to 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 (2014 (attested by Moassasah Ahlia Adilla Madinah) for hajj-2014 and the allocation will be made accordingly.

The hiring committee may evaluate the group based on any other additional criteria which would be informed to all groups before the evaluation.

5. In case of failure of any group to provide accommodation in the buildings contained in the list given to the OPAP as registered capacity etc., and non-acceptance of alternate buildings by the OPAP, fresh accommodation will be hired from the market (through other groups) on the expense of the defaulter Group in addition to imposition of appropriate penalty.
6. The bidders i.e. accommodation groups must be registered with Moassasah Ahlia Adilla and should have minimum of three years experience. The buildings offered must also be registered in the name of the offering group with the Moassasah Ahlia Adillah.
7. It is clarified that the OPAP has no market agent and all concerned are requested to contact OPAP directly on numbers given below.

Office of the Pilgrims Affairs, Pakistan (OPAP), Jeddah: 02-6670980; Deputy Director, Madinah Al- Munawwarah: 04-8250782, Fax Number 04-8222723.

8. 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 accommodation within Markazia, non-provision of promised buildings from the list provided to the OPAP as well as non-provision of oqood for their daily shares etc.
9. All bids should be submitted on the system of two envelopes as per Public Procurement Rules, Government of Pakistan. For further information visit [www.ppra.org.pk](http://www.ppra.org.pk) or write to the Director General, Jeddah or Deputy Director, Madinah Munawwarah for further details; The Contractor/Accommodation Group will provide one envelope containing list of building for evaluation. Moreover, contractors/Accommodation Groups will submit sealed envelopes containing percentage of pilgrims who will be accommodated in Markazia. The sealed envelopes will be opened by the Hiring Committee in the presence of Contractors/Accommodation Groups.
10. The bids shall be strictly in consonance with the Hajj Policy of the Government of Pakistan and the Saudi Hajj Instructions; the OPAP reserves the right to modify the terms and conditions; however, all modifications shall be communicated to all bidders declared successful after the first technical evaluation.
11. Last date for submission of bids is fifteen (15) days after the publication of this advertisement. Any clarifications must be sought in writing. No verbal communication will be entertained.
12. The scheduled date for opening of bids is June 21, 2014; however, this shall be confirmed to the bidders at least three days prior to the meeting.