



UNIVERSITY OF
GUJRAT

یونیورسٹی آف گجرات

اشتہار برائے شاپس ماہانہ کرایہ داری کی بنیاد پر نیلامی

یونیورسٹی آف گجرات (حافظ حیات کیمپس) کے اندر موجود شاپس ماہانہ کرایہ داری کی بنیاد پر نیلامی کی خواہشمند ہے۔

شاپس کا سائز، مقررہ قیمت اور رزمانت برائے کرایہ

شاپ برائے	سائز	مقررہ قیمت	رزمانت
سپر سٹور (مارٹ)	31.5x19.5	1,25,000/-	7,50,000/-
حجام	10.5x15.5	12,000/-	50,000/-
لائڈری	10.5x15.5	12,000/-	50,000/-
سبزی، پھل، دودھ، دبی	5.5x15.5	6,000/-	35,000/-
گوشت	9.5x15.5	11,000/-	50,000/-

دستاویزات جمع کروانے اور نیلامی کی تاریخ: تمام متعلقہ دستاویزات برائے شاپس نیلامی (ماہانہ کرایہ داری) 12 فروری 2026 صبح 11:00 بجے تک انچارج اسٹیٹ کیئر کے دفتر میں جمع کروائی جائیں گی۔ اسی دن بوقت 12:00 بجے نیلامی کا عمل مکمل کیا جائے گا۔

شرائط و ضوابط

نیلامی میں حصہ لینے سے پہلے، رزمانت کے مساوی رقم کاپے آرڈر بطور بیانہ خزانہ دار، یونیورسٹی آف گجرات کے حق میں جمع کروایا جائے گا، اور غیر کامیاب بولی دہندگان کی بیانہ رقم نیلامی کی کارروائی مکمل ہونے کے فوراً بعد واپس کر دی جائے گی۔

نیلامی میں حصہ لینے والے تمام افراد اپنے اصل شناختی کارڈ اور دو پاسپورٹ سائز تصاویر ساتھ لائیں گے یونیورسٹی آف گجرات میں پہلے سے کام کرنے والے تمام کنٹریکٹرز نیلامی میں حصہ لینے سے قبل یونیورسٹی کے خزانہ آفس اور اسٹیٹ آفس سے کلیئرنس حاصل کریں گے۔

کنٹریکٹر کسی بھی پبلک سیکٹر یونیورسٹی یا دیگر سرکاری محکموں کی جانب سے بلیک لسٹڈ یا ڈیفالٹر قرار دیا گیا ہوا نہ ہو۔ ابتدائی بولی ایک سال کے لیے مقرر کی جائے گی، تاہم، باہمی رضامندی کی صورت میں اسے مزید دو سال کے لیے سالانہ بنیاد پر بڑھایا جاسکتا ہے، جس میں سالانہ کرایے میں 10 فیصد اضافہ کیا جائے گا۔ کنٹریکٹر کرایہ یونیورسٹی کے سرکاری اکاؤنٹ میں ہر ماہ کی پانچ تاریخ تک جمع کرانے کا پابند ہوگا۔ یونیورسٹی کی جانب سے فراہم کی گئی شاپ صرف اور صرف اسی مقصد کے لیے استعمال کی جاسکتی ہے جس مقصد کے لیے وہ الاٹ کی گئی ہے، اس کے علاوہ کسی بھی دیگر تجارتی، ذاتی یا غیر متعلقہ استعمال کی ہرگز اجازت نہیں ہوگی۔ تمام یوٹیلٹی بلز، یعنی بجلی، گیس اور پانی کے اخراجات شاپ کے کنٹریکٹر کے ذمہ ہوں گے۔

اگر کنٹریکٹر معاہدے، یونیورسٹی یا حکومت کے کسی بھی متعلقہ قواعد و ضوابط کی خلاف ورزی کرتا ہے، تو یونیورسٹی آف گجرات کو کنٹریکٹ منسوخ کرنے اور کنٹریکٹر کی جمع شدہ سیکورٹی رقم ضبط کرنے کا مکمل اختیار ہوگا۔ موسمی حالات، ناگہانی آفات، سرکاری تعطیلات، کبھی بھی دیگر وجہ یا ماہ رمضان کے باعث اگر دکان بند رہتی ہے تو کرایہ میں کسی قسم کی رعایت نہیں دی جائے گی اور کنٹریکٹر مکمل کرایہ دینے کا پابند ہوگا۔ کنٹریکٹر کسی بھی صورت میں دکان کو مزید سب لیز یا سب لیٹ نہیں کر سکے گا۔ اس شرط کی خلاف ورزی کی صورت میں کنٹریکٹ فی الفور منسوخ کر دیا جائے گا اور جمع شدہ سیکورٹی ضبط کر لی جائے گی۔

کنٹریکٹ کی مدت کے دوران یا اختتام کے بعد کنٹریکٹ سے متعلق کسی بھی تنازع کی صورت میں وائس چانسلر کا فیصلہ حتمی اور کسی عدالت میں ناقابل چیلنج ہوگا۔ حکومت پنجاب کی پالیسی کے مطابق ہر قسم کا واجب الادا ٹیکس، بشمول کرایہ داری سے متعلق ٹیکس متعلقہ کنٹریکٹر کے ذمہ ہوگا اور وہ اس کی ادائیگی کا پابند ہوگا۔

مکمل دستاویزات اور رولز اینڈ ریگولیشنز کی کاپی مقررہ تاریخ تک انچارج اسٹیٹ کیئر کے دفتر، یونیورسٹی اور ہیپرا کی ویب سائٹ سے حاصل کی جاسکتی ہے۔

اسٹیٹ کیئر آفس یونیورسٹی آف گجرات

0301-6282925

یونیورسٹی آف گجرات

نیلامی فارم

اہم ہدایات (لازمی مطالعہ):

اس نیلامی میں یونیورسٹی آف گجرات، حافظ حیات کیمپس میں واقع دکانیں شامل ہیں۔
ہر دکان کے لیے علیحدہ نیلامی فارم جمع کرانا لازمی ہے۔
ایک بولی دہندہ اگر تمام دکانوں کے لیے بولی دینا چاہے تو الگ الگ فارم جمع کرائے گا۔
ایک فارم میں ایک سے زیادہ دکانوں کے لیے بولی سختی سے ممنوع ہے۔
ناکمل، مشترکہ یا غیر واضح فارم مسٹر دکر دیے جائیں گے۔
ہر فارم کے ساتھ مطلوبہ دستاویزات اور زر ضمانت الگ الگ منسلک کرنا لازم ہے۔

پاسپورٹ سائز تصویر

ایک دکان منتخب کریں	دکان	زیر ضمانت (روپے)	سائز	نیلامی کا مقام
<input type="checkbox"/>	سپر سٹور (مارٹ)	125000/-	31.5x19.5	الفارابی بلاک، کمرہ نمبر 07
<input type="checkbox"/>	حجام	12000/-	10.5x15.5	
<input type="checkbox"/>	لائڈری	12000/-	10.5x15.5	
<input type="checkbox"/>	سبزی، پھل، دودھ، دہی	6000/-	5.5x15.5	
<input type="checkbox"/>	گوشت	11000/-	9.5x15.5	
یہ فارم صرف منتخب کردہ ایک دکان کے لیے قابل قبول ہوگا۔				

زر ضمانت ادائیگی کی تفصیلات

تمام دکانوں کے لیے بولی دینے کی صورت میں ہر دکان کے لیے علیحدہ فارم اور علیحدہ زر ضمانت جمع کرنا لازمی ہے۔

پے آرڈر / ڈرافٹ / نمبر	
بینک کا نام	
تاریخ اجراء	

بولی دہندہ کی تفصیلات

تفصیل													
بولی دہندہ کا نام													
والد / شوہر کا نام													
					-							-	
قومی شناختی کارڈ نمبر (کاپی لف کریں)													
کمل پیسہ (خط و کتابت کے لیے)													
موبائل نمبر													

میں اس بات کی تصدیق کرتا / کرتی ہوں کہ اوپر دی گئی تمام معلومات درست ہیں۔ میں یونیورسٹی آف گجرات، حافظ حیات کیمپس کی جانب سے مقرر کردہ نیلامی کی تمام شرائط و ضوابط اور رولز اینڈ ریگولیشنز کو تسلیم کرتا / کرتی ہوں۔

تاریخ:

دستخط بولی دہندہ:

بولی کی تفصیلات (صرف آفس کے استعمال کے لیے)

تفصیل	رقم (روپے میں)
مقررہ قیمت	
پیش کردہ بولی (اعداد میں)	
پیش کردہ بولی (الفاظ میں)	

اسٹیٹ کیئر ڈیپارٹمنٹ

CHAPTER I

- 1. Short title and commencement.** – (1) These rules may be cited as the University of Gujrat Auction (Rent out) of Shops Rules 2025.
- 2. Definitions.** – (1) In these rules:
 - (a) "Act" means the University of Gujrat Act 2004;
 - (b) "Auction" means the public and open auction conducted under the rules;
 - (c) "Contract" means the contract awarded by the University for collection of income on its behalf;
 - (d) "Contractor" means a person eligible to make contract with the University;
 - (e) "Committee" means the committee constituted by the University for rent-out the shops;
 - (f) "Public notice" means a notice issued for conduct of an auction under rule 5;
 - (g) "Registrar" means the registrar of the University;
 - (h) "Rules" means the University of Gujrat Auction (Rent out) of Shops Rules 2025;
 - (i) "University" means the University of Gujrat;
 - (j) "Vice Chancellor" means the Vice Chancellor of the University.
- 3. Auction of collection rights.** – (1) University may award contract, assign right to collect income on its behalf, to the contractor for the contract period or current financial year.
- 4. Prohibition.** – A contract shall not be awarded to a contractor, except according to the procedure prescribed under the rules.

CHAPTER II

- 5. Auction procedure.** – (1) The University shall:
 - (a) award the contract through the public auction; and
 - (b) issue a public notice, in at least two national daily newspaper one in Urdu and one in English, through the office of the Director General, Public Relations, Punjab minimum 15 days prior to date of auction;(2) The public notice shall contain:
 - (a) the date, time and venue of auction;
 - (b) specification of the major terms and conditions for participating in the auction;
 - (c) reserve price for auction, period of contract, notified rate of tax or fee and other necessary details(3) For each time for conduct auction, the publication of public notice is compulsory and no alternative dates shall be given in the public notice.
- 6. List of participants.** – (1) On date and time of auction, the list of participants, eligible for participation in the auction and who have deposited the earnest money, shall be prepared and signed by the Auction Committee;
 - (2) The name, address and computerized national identity card number of each participant, mentioned under sub-rule (1), shall be recoded on the list and attested copy thereof shall be kept in the record.

7. Auction committee. – The Registrar Office shall notify an auction committee for conducting the auction with the approval of the Vice Chancellor.

8. Statement of bid. – (1) Before starting the auction, terms and conditions of the contract shall be announced and the copy of such terms and conditions shall be delivered to the participants of auction.

(2) A statement of bids shall be:

- (a) prepared in the presence of the participants of auction;
- (b) signed by the convener of the auction and members of the auction committee; and
- (c) signed by the highest bidder in a column against which the amount of his bid is written.

CHAPTER III

9. Manner for awarding contract. – The contract shall be awarded to the highest bidder through an open bid by adopting the procedure of auction as laid down in Chapter II.

10. Reserve price. – (1) The reserve price for an income shall be determined by average actual income of the received for last preceding three years or through the rent assessment committee through the District Rent Assessment Committee or rent assessment committee notified by the university.

11. Attempts to award the contract. – At least three attempts shall be made to award the contract through open bid, equal to the reserve price or more, by the University.

12. Acceptance or rejection bid. – (1) The bids for collection rights received in auction, if less than the reserve price, shall be rejected by the Committee.

(2) The bids if rejected under sub-rule (1), the collection rights shall be put for re-auctioned in the prescribed manner.

(3) The highest bid, equal to reserve price or above, received in auction and recommended by the auction committee, shall be placed before the Vice Chancellor within 03 days of receipt of bid for approval.

(4) The auction committee shall approve or reject the bid duly recommended by the Vice Chancellor under sub-rule (3).

(5) The auction committee shall record the reasons of rejection in writing, if highest bid, received under sub-rule (3), is rejected by it.

(6) Subject to sub-rule (8), if the University accepts a bid for rent-out of shops and enters into an agreement with the contractor, it shall not repudiate the agreement.

(7) If the Vice Chancellor is satisfied that the auction has not been conducted in accordance with the rules or in a transparent manner, it may repudiate the agreement through a speaking order.

13. Acceptance of bid below the reserve price. – If the bid is not received equal to or above the reserve price in three attempts, the auction committee shall place the matter before the Vice Chancellor to:

- (a) examine the reasonability of the bids; and
- (b) decide acceptance or rejection of the bid after recording reasons of its rejection or acceptance.

14. Intimation of acceptance of bid. – (1) As soon as the approval from the Vice Chancellor about the acceptance of bid is received, the Incharge Estate Care shall:

- (a) communicate the acceptance of bid by a letter to contractor on his

postal address provided by him at the time of auction through:

- (i) courier service or special messenger; or
- (ii) any other means of communication deemed appropriate to the contractor; and
- (b) direct the contractor to enter into written agreement; and
- (c) fulfill his obligations in accordance with the terms and conditions of contract.

(2) The cost of written agreement, signed under the rules, shall be borne by the contractor.

(3) The bid shall be automatically cancelled and the deposits made by the contractor stand forfeited and be presumed that the contractor is no more interested in the contract, if he fails to:

- (a) turn up to deposit dues as per the terms and conditions of auction; or
- (b) enter into written agreement within three days of the communication made under sub-rule (1).

(4) If contractor fails to deposit dues or enter into agreement under sub-rule (3), the collection rights shall also be put to re-auction.

CHAPTER IV

15. Terms and conditions of contract. – Besides other conditions as University may decide, the conditions laid down in this chapter shall invariably be part of the terms and conditions of the contract.

16. Eligibility of contractor. – A person shall not be eligible to be a contractor who:

- (a) is defaulter in respect of any dues to the University;
- (b) has been blacklisted by a local government or any other department;
- (c) has been declared insolvent; or
- (d) is not competent to enter into agreement under the law.

17. Earnest money. – (1) A bidder shall deposit pay order equivalent to the amount of the reserve price as an earnest money in the favour of the Treasurer, University of Gujrat before taking part in an auction.

(2) The earnest money shall be retained by the University as a security for successful completion of contract and payment of dues under the agreement.

(3) The earnest money of un-successful bidders shall be returned immediately after completion of the auction proceedings.

(4) The earnest money retained as security shall be refunded to the contractor:

- (a) after successful completion or performance of contract; and
- (b) production of a certificate from the treasurer's office of the University that nothing is due from the contractor and contract has been completed or satisfactorily performed.

18. Dues and deposits. – (1) After receipt of communication of acceptance of bid from the University, the contractor shall:

- (a) The rent of two months shall be paid in advance by the contractor within specified time-period, and thereafter on monthly basis shall be paid; and

(b) enter into written agreement with the University within three days.

(2) The rent amount of bid shall be paid by the contractor to the University in equal monthly installments that the whole amount be recovered at least one month before completion of contract.

(3) The installments shall be paid by the contractor in advance by the fifth day of each month.

19. Other deposits. – (1) The income tax, sales tax, professional tax or any other levies enforced by law or instructions issued by the Government shall be recovered from the contractor.

(2) Any other deposit agreed upon between the University and the contractor shall be recovered from the contractor.

20. Properties and assets. – (1) The contractor shall:

(a) keep the properties of the University in the same condition as those were received by him at the time of delivery; and

(b) be responsible for any material loss caused to properties, mentioned under clause (a), due to his negligence during the contract.

(2) The contractor shall:

(a) deliver all assets and properties received by him back to the University after completion of contract; and

(b) get certificate from the estate care for delivery all assets and properties made under clause (a).

21. Implementation of collection procedures and bye laws. – (1) The complete set of procedures of collection of tax, fee, toll or any other levy of government along with respective rules of the university shall be the part of terms and conditions of the contract.

(2) The contractor shall be bound by the procedures, rules and bye laws of the Government, as mentioned under sub-rule (1), in collection of taxes.

(3) The contractor shall, if the interpretation of any law is required, refer the matter to the University Legal Advisor for interpretation.

22. Overcharging. – (1) The contractor shall not be involved in overcharging either by himself or through his agent or any other person.

(2) In case of violation of sub-rule (1), action shall be taken against the contractor involved in overcharging, and his contract shall be cancelled and all deposits made by him shall be forfeited forthwith.

23. Disputes. – (1) In case of any dispute, controversy, or claim arising out of or relating to this Contract, or the breach, termination, or invalidity thereof, the matter shall be referred to the Vice Chancellor of the University for adjudication. The decision of the Vice Chancellor shall be conclusive, final, and shall not be subject to appeal or challenge before any court of law or other forum.

24. Sureties and guarantees. – (1) The successful bidder shall, at the time of signing the agreement, furnish a surety for the due performance of the contract to the satisfaction of the University.

(2) The surety shall be a person who has a valid national tax number and is an active tax payee.

(3) The surety shall furnish a bank statement for the preceding six months also showing a bank balance equivalent to the amount of the surety. The bank balance shall be equivalent to the at least of 06 months' rent of the shop.

(4) In case of default of contractor to discharge his obligations under the contract for any reason, then, without prejudice to the claims of University against the contractor, the University shall be entitled to recover from the surety, not only the amount including charges, dues and fees which may have become due under the contract, but also the cost of proceedings initiated in this regard.

25. Cancellation of contract. – (1) The University shall cancel the contract if a contractor:

- (a) fails to abide by any term and condition of the contract;
- (b) fails to pay any dues on due date and time;
- (c) involves in overcharging and circumventing any law related to collection of respective income; or
- (d) violates any other condition which the University may deem fit to impose in the public interest.

26. Rebates. – (1) The contractor shall not be entitled to rebate on any ground whatsoever.

27. Termination of Agreement. – (1) Either party may terminate the agreement with one month's written notice.

(2) The university may terminate the agreement/contract immediately in case of violation of terms.

28. Subletting. – (1) Subletting the shop to any third party is strictly prohibited.

29. General Terms & Conditions. –

- (1) The tenancy period is usually one year, renewable upon mutual consent.
- (2) Rent should be deposited into the university's official account.
- (3) The shop shall only be used for the specific business activity for which it has been rented out by the university
- (4) Sale of prohibited items (tobacco, drugs, unethical material, etc.) is strictly forbidden.
- (5) The tenant is responsible for cleanliness and all types of repair/maintenance.
- (6) All utility bills (electricity, water, etc.) will be borne by the tenant.
- (7) The university administration reserves the right to inspect the shop with or without prior notice.
- (8) The rent shall be increased every year as per the agreement, and the rate of increase in rent shall be determined by the University's statutory bodies.
- (9) In case the tenant violates the agreement or any other terms and conditions, the Vice Chancellor shall have full authority to cancel the agreement/contract and forfeit the security deposit of the tenant.
- (10) The University Committee shall decide the prices of items, and the tenant is bound to implement and adhere to the prices as determined by the University.
- (11) All utility bills (electricity, water, etc.) will be borne by the tenant.
- (12) The tenant shall be bound to return the shop in the same condition as it was received at the time of the agreement; otherwise, the University shall have the right to forfeit the security deposit of the tenant.