

ARMY HAJJ CONTINGENTS 2019 – TENDER NOTICE

1. General Headquarters, Rawalpindi invites sealed bids from Government approved Tour operators for Hajj services 2019. Bidding documents containing detailed terms and conditions are available for the interested bidders on Pak Army's website i.e www.pakistanarmy.gov.pk and can also be obtained free of cost from 'Hajj & Umra Cell', PS Dte, GHQ on any working day from **0900 to 1300 hrs** till **11 Feb 2019**.

2. Quotations must be submitted alongwith bank draft of **Rs. 20,000/-** in favour of **Hajj & Umra Cell, PS Dte, GHQ** in sealed envelope within **15 Days** of publication of this notice i.e **12 February 2019**. Bids will be closed at **0930 hours** on **12 February 2019** and will be opened in presence of bidding Tour Operators at **1000 hours** on same day. The competent authority has the right to reject any or all offers in the light of PPRA's rules. Any query may be directed at following number:-

Colonel
(Hajj & Umra Cell, GHQ)
Tel: 051-9272874

ARMY HAJJ SCHEME 2019 – TENDER NOTICE

1. Sealed tenders are invited from Government approved Tour Operators for Hajj services. Tentative Hajj schedule is as under:-

Ser	Package	Duration	Cat	Departure	Return
a.	Short Group -I Makkah First (5 Star Package)	16 Nights	Serving / retired officers	5 Aug 2019 (4 ZH)	21 Aug 2019 (20 ZH)
b.	Short Group - III Makkah First (4 Star P6yhy32ackage)	16 Nights	All ranks (serving / retired)	5 Aug 2019 (4 ZH)	21 Aug 2019 (20 ZH)
c.	Short Group – II (5 Star Package)	25 Nights	All ranks (serving / retired)	24 Jul 2019 (21 ZQ)	18 Aug 2019 (17 ZH)
d.	Long Group – I (4 Star Package)	42 Nights	All ranks (serving / retired)	10 Jul 2019 (7 ZQ)	21 Aug 2019 (20 ZH)
e.	Long Group – II (3 Star Package)	42 Nights	All ranks (serving / retired)	10 Jul 2019 (7 ZQ)	21 Aug 2019 (20 ZH)

Note

- Schedule of all packages is tentative and is subject to availability of flights. Any facility may be included or excluded depending upon the cost effectiveness.
- **775 vacancies** will be distributed on finalization of package. However, last year strength of packages is attached as **Annexure 'A'** for guidance

RESTD4. Breakdown of Stay (Date Wise)

Ser	Package	Makkah Hotel	Medina Hotel	Makkah Hotel	Azizia Bldg	Mina / Maktab	Azizia Bldg	Makkah Hotel	Medina Hotel
a.	Short Gp-I (5 Star Pkg) 4-20 ZH (16 Nights)	(4 - 8 ZH) 5 - 9 Aug	-	-	-	(8 - 12 ZH) 9 - 13 Aug	-	(12 - 14 ZH) 13 - 15 Aug	(14 - 20 ZH) 15 - 21 Aug
b.	Short Gp-III (4 Star Pkg) 4-20 ZH (16 Nights)	(4 - 8 ZH) 5 - 9 Aug	-	-	-	(8 - 12 ZH) 9 - 13 Aug	-	(12 - 14 ZH) 13 - 15 Aug	(14 - 20 ZH) 15 - 21 Aug
c.	Short Gp-II (5 Star Pkg) 21 ZQ -17 ZH (25 Nights)	-	(21 - 25 ZQ) 24 - 28 Jul	(25 ZQ - 4 ZH) 28 Jul - 5 Aug	(4 - 8 ZH) 5 - 9 Aug	(8 - 12 ZH) 9 - 13 Aug	(12 - 17 ZH) 13 - 18 Aug	-	-
d.	Long Gp-I (4 Star Pkg) 7 ZQ – 20 ZH (42 Nights)	-	(7 - 17 ZQ) 10 - 20 Jul	(17 ZQ - 01 ZH) 20 Jul - 2 Aug	(1 - 8 ZH) 2 - 9 Aug	(8 - 12 ZH) 9 - 13 Aug	(12 - 20 ZH) 13 - 21 Aug	-	-
e.	Long Gp-II (3 Star Pkg) 7 ZQ – 20 ZH (42 Nights)	-	(7 - 17 ZQ) 10 - 20 Jul	(17 ZQ - 01 ZH) 20 Jul - 2 Aug	(1 - 8 ZH) 2 - 9 Aug	(8 - 12 ZH) 9 - 13 Aug	(12 - 20 ZH) 13 - 21 Aug	-	-

Note: For **Short Group II & III** and **Long Group I & II**, quotations will be submitted with both **Cat A & B** Maktabs separately.

RESTD

RESTD5. **Facilities Required for Contingents.** Detail of required facilities is as under:-

Ser	Description	Short Groups	Long Groups
a.	Breakdown of Stay	<p>Short Group – I (16 x Night – 5 Star)</p> <ul style="list-style-type: none"> • 4 Nights stay at Makkah in front line 5 Star hotel (Clock Tower) within 50 / 100 M • 4 Nights stay at Mina in Maktab closer to Jamarat (Hotel will remain at the disposal of pilgrims). • 2 Nights stay at Makkah in front line 5 Star hotel (Clock Tower) within 50 / 100 M • 6 Nights stay at Medina in 5 Star hotel within 100 M <p>Short Group III (16 x Night – 4 Star)</p> <ul style="list-style-type: none"> • 4 Nights stay at Makkah in 4 Star hotel within 700 M (Hotel will remain at the disposal of pilgrims). • 4 Nights stay at Mina in Maktab closer to Jamarat • 2 Nights stay at Makkah in 4 Star hotel within 700 M • 6 Nights stay at Medina in 4 Star hotel within 300 M <p>Short Group – II (25 Night – 5 Star)</p> <ul style="list-style-type: none"> • 4 Nights stay at Medina in 5 Star hotel within 100 M • 8 Nights stay at Makkah in front line 5 Star hotel (Clock Tower) within 50 / 100 M • 4 Nights stay at Makkah in building in Azizia prior to Hajj • 4 Nights stay at Mina in Maktab closer to Jamarat • 5 Nights stay at Makkah in building in Azizia after Hajj 	<p>Long Group I & II (42 x Night – 4 / 3 Star)</p> <ul style="list-style-type: none"> • 10 Nights stay at Medina in 4 / 3 Star hotels respectively within 300 M • 13 Nights stay at Makkah in 4 / 3 Star hotels respectively within 600 Ms • 7 Nights stay at Makkah in Azizia building before Hajj • 4 Nights stay in Maktab closer to Jamarat • 8 Nights stay at Makkah in Azizia building after Hajj

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Ser	Description	Short Groups	Long Groups
b.	Azizia Building	<ul style="list-style-type: none"> • Good quality building in Azizia closer to Mina with attached bath room • Must have all allied facilities • Sharing of 4 – 5 pilgrims per room on gender basis for Short Group – II only 	<ul style="list-style-type: none"> • Good quality building in Azizia closer to Mina with attached bath room and allied facilities • Sharing of 5 – 6 pilgrims per room on gender basis
c.	Maktab	<ul style="list-style-type: none"> • VIP Maktab No. 1 – 4 for Short Group I & II • AC tents with Gypsum Walling • Sharing of 10 persons per tent for Short Group–I • Sharing of 12 persons per tent for Short Group–II • Sharing of 14 persons per tent for Short Group–III • Number of pilgrims should not exceed from 20, 24 & 28 per two tents respectively. • Sofa cum beds • Private wash room outside tents for 10 – 12 hujjaj on gender basis • Separate dining area 	<ul style="list-style-type: none"> • Maktab No. 1 – 15. Quotation will be submitted for Cat A & B Maktabs separately • AC tents with Gypsum walling with extra washrooms. • Sharing of 14 persons per tent • Number of pilgrims should not exceed 28 per two tents. • Sofa cum beds • Separate dining area
d.	Transport	<ul style="list-style-type: none"> • Govt transport from Jeddah to Makkah & Medina airport to hotel • Private transport for all remaining moves including complete duration of Youm-ul-Mushair • AC Buses, models older than 2017 will not be accepted • Shuttle svcs from Azizia to Haram & back on 15 & 16 ZH for Short Gp – II 	<ul style="list-style-type: none"> • Govt transport from Medina airport to hotel • Private transport for all remaining moves including complete duration of Youm-ul-Mushair • AC Buses, models older than 2017 will not be accepted • Shuttle service from Azizia to Haram and back from 1 – 5 ZH & 15 – 20 ZH

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Ser	Description	Short Groups	Long Groups
e.	Food	<ul style="list-style-type: none"> • Half board buffet food (Breakfast & dinner) in hotels at Makkah & Medina • Three meals at Maktab / Mina and Azizia (Buffet) • Packed food during movement / travelling • Light refreshment during Ziaraat 	<ul style="list-style-type: none"> • Half board buffet food (Breakfast & dinner) in hotels at Makkah & Medina • Three meals at Maktab / Mina and Azizia (Buffet) • Packed food during movement / travelling • Light refreshment during Ziaraat
f.	Air Travel	<ul style="list-style-type: none"> • By PIA • Depart from Isb to Jeddah / Medina • Return from Medina / Jeddah to Isb 	<ul style="list-style-type: none"> • By PIA • Depart from Isb to Medina • Return from Jeddah to Isb
g.	Miscellaneous Facilities	<ul style="list-style-type: none"> • Hajj kit for each pilgrim • Religious guide for performance of 1st Umra • Visit to Ziaraat with professional guides • Issue of 5 Lits sealed Zam Zam water to each pilgrim • Guides for moves from building to Mina, Arafaat, Muzdalfa and Jamraat 	

Note

- **Any addition / deletion of 1 x Night charges may also be mentioned.**
- **Any addition / deletion of 1 x food charges may also be mentioned.**
- **Menu of food may also be shared.**

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6. Handout giving details of facilities required and terms & conditions is attached as **Annexure 'B'**.
7. Bids will be closed at **0930 hours** on **12 February 2019** and will be opened in presence of bidding Tour Operators at **1000 hours** on same day i.e **12 February 2019**.

Colonel
(Hajj & Umra Cell)
Personnel Services Directorate
Adjutant General's Branch, GHQ (Tel: 051-9272874)

STRENGTH OF ARMY HAJJ CONTINGENT – 2018

Ser	Group	Strength	Remarks
1.	Short Group – I (5 Star) – 14 Days	65	
2.	Short Group – III (4 Star) – 14 Days	215	
3.	Short Group – II (5 Star) – 25 Days	200	
4.	Long Group – 1 (4 Star) – 42 Days	147	
5.	Long Group – 2 (3 Star) – 42 Days	148	
Total		775	

HANDOUT
TERMS AND CONDITIONS
ARMY HAJJ CONTINGENTS 2019

Introduction

1. Army Hajj Contingents Scheme is organized for the welfare of serving / retired personnel of Pakistan Army by Personnel Services Directorate. These contingents are organized on '**No Profit No Loss Basis**'. To organize these contingents, services of well reputed, promising and Government approved Tour Operators are hired by inviting quotations from all interested firms. Personnel Services Directorate is desirous to acquire good facilities for its pilgrims of **Hajj 2019**.

Army Hajj Contingents

2. Pakistan Army has quota of **775 Hujjaj** each year, which is managed through 'Hajj Group Organizers' (HGOs). The quota will be awarded group wise to different HGOs depending upon quality of services offered by HGOs. This quota will be over and above their own quota. This year, **5 x groups** have been planned. Detail of groups and tentative schedule is as under:-

Ser	Package	Departure	Return
a.	Short Group -I A, Makkah First (5 Star Package – 16 Nights)	5 Aug 2019 (4 ZH)	21 Aug 2019 (20 ZH)
b.	Short Group – III, Makkah First (4 Star Package – 16 Nights)	5 Aug 2019 (4 ZH)	21 Aug 2019 (20 ZH)
c.	Short Group – II (5 Star Package – 25 Nights)	24 Jul 2019 (21 ZQ)	18 Aug 2019 (17 ZH)
d.	Long Group – I (4 Star Package – 42 Nights)	10 Jul 2019 (7 ZQ)	21 Aug 2019 (20 ZH)
e.	Long Group – II (3 Star Package – 42 Nights)	10 Jul 2019 (7 ZQ)	21 Aug 2019 (20 ZH)

Note:

- Schedule of all packages is tentative and is subject to availability of flights. Any facility may be included or excluded depending upon the cost effectiveness.
- **775 vacancies** will be distributed on finalization of package. However, last year strength of packages is mentioned in above table

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3. Tender has already been published on **27 Jan 2019 (Sunday)** in following news papers:-

a. **English Script**

- (1) Daily **Express Tribune** (Islamabad, Lahore & Karachi)
- (2) Daily **The Nation** (Islamabad, Lahore & Karachi)

b. **Urdu Script.** Daily **Express** (Rawalpindi, Lahore & Karachi)

Facilities Required

4. Details of some additional facilities are as under:-

a. **Facilities to be arranged in Hotels**

- (1) All rooms should have attached bathrooms with all accessories both at Makkah and Medina in all groups.
- (2) Proper dining hall and sitting lobby in all hotels for all groups.
- (3) Telephone, Refrigerator, Electronic Lockers and TV facility in each room.
- (4) Toilet accessories and room make up services.
- (5) ***Suits (Shuggas) with sharing w/rooms will not be booked nor accepted.***
- (6) Bed to bed space in Hotel's room must be minimum 2 x feet.
- (7) WiFi / Internet as per hotel's policy.

b. **Facilities to be arranged in Economy Building in Azizia**

- (1) Better quality building in Azizia closer to Mina.
- (2) Rooms with attached bathrooms having maximum sharing up to **4 – 5 pilgrims** for **Short group – II (5 Star)** and **5 – 6 Pilgrims** for **Long groups** on gender basis.
- (3) Good quality bed with foam mattress, bed sheet, pillow, blanket and dustbins etc in each room.
- (4) 1 x Refrigerator on each floor.
- (5) Water dispenser / Water Cooler per floor.
- (6) Washing machine and ironing facility per floor.
- (7) Hanging stand / cupboard / hooks / hangers in each room.
- (8) AC in each room, lobby and dining hall.
- (9) Waste basket (One per room and one per floor).
- (10) Curtains.
- (11) WiFi / internet as per hotel / Building policy.

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- (12) Toilet accessories and room make up services.
 - (13) Reception Desk which will be manned round the clock.
 - (14) Proper Dining Hall facility.
 - (15) Proper sitting lobby.
- c. **Booking of Accommodation.** The accommodation will be booked in such a manner that rooms are ready at least one night before arrival of Hujjaj.
- d. **Maktab**
- (1) **Short Group I.** VIP Maktab 1 – 4.
 - (2) **Long Group I & II and Short Group – II & III.** Quotations will be submitted with **Category A & B** Maktabs separately.
 - (3) Details of additional facilities (Like sofa cum beds, private wash room) will be included in the quotation as per instructions given in details on website.
- e. **Booking of Airline.** Contractor will be responsible to prepare tickets etc if asked by PS Dte on required flight.
- f. **Food**
- (1) Half board buffet food (Breakfast & dinner) in hotels will be served at Makkah & Medina.
 - (2) Three meals will be provided at Mina / Azizia (**Buffet**).
 - (3) Packed food will be served during movement / travelling.
 - (4) Light refreshment during Ziaraat.
- g. **Abe Zam Zam.** Contractor will provide 5 liters Abe Zam Zam to each pilgrim before departure to Pakistan (**Ready to board**).
- h. **Transport**
- (1) Government transport from Airport to Hotel only.
 - (2) Private transport for all remaining moves including complete duration of Youm-ul-Mushair.
 - (3) **AC Buses, models older than 2017 will not be accepted.**

RESTRICTED**(4) Shuttle Service**

(a) **Short Group**. From Azizia to Haram and back on **15 & 16 ZH** for **Short Group – II**.

(b) **Long Groups**. From Azizia to Haram and back from **1 – 5 ZH & 15 – 20 ZH** for **Long Groups**.

(2) Contractor will be responsible to ensure availability and departure of buses as per programme.

(3) Movements from Makkah / Medina to Medina / Makkah and back will be undertaken as per given programme.

i. **Loading / Unloading**. Loading / unloading of baggage at all places will be responsibility of contractor. Adequate number of porters have to be arranged. However, pilgrims will be responsible to handle their luggage from lobby to rooms and vice versa.

j. **Completion of Travel Arrangements**. Contractor will arrange :-

(1) Processing of Hajj applications.

(2) Endorsement of Hajj visas (Minimum 15 days in advance).

(3) Preparation of air tickets (If asked by GHQ).

(4) Re-confirmation of the tickets both in Pakistan and Saudi Arabia before departure.

(5) See off / reception at the airport in Pakistan and at Saudi Arabia.

(6) See Off / Reception in Hotel both at Makkah and Medina.

(7) In case of extreme emergency, the refund of tickets etc will be made to concerned pilgrim by the contractor, if it is approved by the GHQ (If provided by the contractor).

k. **Health**

(1) First aid including hospital admissions, pick and drop facility will be provided by the contractor within the package offered.

(2) In case of death of an individual, its disposal at Saudi Arabia will be arranged by the contractor and all necessary payments (if required) will be made by the contractor. However, expenditure on the transportation of the dead body to Pakistan will be paid by the individual's family / next of kin.

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- l. **Provision of SIM.** Contractor will facilitate provision of SIM to each Haji.
- m. **Haji Kit Items.** Following items (in good quality) will be issued to all pilgrims by the contractor irrespective of the package.
- (1) 1 x Contractor's ID Card.
 - (2) 3 x Luggage tags
 - (3) 1 x Parachute back pack.
 - (4) 1 x Jai Namaz.
 - (5) Hajj guide book (Eng & Urdu).
 - (6) 1 x Ehram & belt / Abaya (Un-stitched) / Ladies Chaader.
 - (7) 1 x Shoe bag.
 - (8) 1 x Small bag for pebbles collection.
 - (9) 1 x Trolley bag.
 - (10) 1 x Suit Case.
 - (11) 1 x Hand pouch / documents bag.
 - (12) 1 x Durree / mat for Muzdalifa.

Note: Sample will be presented by the respective firm for approval by this Directorate.

5. **Schedule of Tenders**

- a. Quotations must be submitted by **0930 hours, 12 February 2019.**
- b. Quotations **will be opened in presence of bidding Tour Operators at 1000 hours on same day i.e 12 February 2019. Place for opening of tenders will be intimated to all concerned on telephone.**
- c. Following documents may be furnished by all HGOs who are not registered with Hajj & Umra Cell / Personnel Services Directorate, General Headquarters, Rawalpindi.
 - (1) Company profile
 - (2) Copy of valid registration with Ministry of Religious Affairs.
 - (3) Proof of Hajj Quota availed in last three years.
 - (4) Copy of CNIC and Passport of CEO of company / HGO.
 - (5) Any other documents / appreciation letters etc enable to establish firm's suitability for said purpose may also be attached.

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(6) The competent authority has the right to reject any or all offers in the light of PPRA's rule 2004.

6. **For Further Coordination**. You are welcome for all queries and discussion on following phone number:-

Colonel Qamar Uz Zaman

Tel No. Office: 051 - 9272874

ADDRESS FOR MAIL

Personnel Services Directorate (Hajj & Umra Cell),
Adjutant General's Branch, GHQ, Rawalpindi
(Tel: 051-927 2874)

Note: Please send your quotations by UMS or By Hand.

RESTRICTED**DETAIL OF HOTELS BEING OFFERED**

(This information may be provided for every hotel included in quotation less front line towers)

- | | | |
|-----|---|---|
| 1. | Name of Hotel | - |
| 2. | Name of Hotel's Owner | - |
| 3. | Distance from Haram | - |
| 4. | Location | - |
| 5. | Number of Lifts | - |
| 6. | Total capacity of hotel | - |
| 7. | Number of Floors | - |
| 8. | Number / Capacity of Dining Rooms | - |
| 9. | TV Available/ Not Available | - |
| 10. | Wifi facility (Available or Not) | - |
| 11. | Attached bath | - |
| 12. | Approx Distance of Pak Food Points | - |
| 13. | Layout Plan | - |
| 14. | Management | - |
| | (Saudi, Egypt, Syrian, Indian or Bangladeshi) | |

- Note: ♦ Give these details for each hotel being offered.
- ♦ Show all hotels (Offered) locations on Google map and submit alongwith quotations.