

**GOVERNMENT OF PAKISTAN**  
**MINISTRY OF HOUSING & WORKS**

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Islamabad the 27<sup>th</sup> March, 2017

F.No.4(24)/97-EII:(

Estate Officer,  
Estate Office,  
Islamabad.

Subject: **SHOP RENTAL AUCTION POLICY 2017**

I am directed to refer to the subject noted above and to say that the competent authority has been pleased to approve the following policy guidelines for rental auction of the shops owned by the Ministry of Housing & Works at Lahore, Peshawar, Karachi and Quetta:-

- i) There shall be a Shop Rental Auction Committee approved and notified by the competent authority.
- ii) The existing rents be enhanced @ 25% after every three years and should be a regular feature.
- iii) The available shops will be allotted/ rented out in auction through advertisement and open tendering in lines with the PPRA rules.
- iv) The present occupants be given chance to accept enhanced rates by signing revised lease agreements with payment of one year advance rent.
- v) In case the present lessee/ occupant fails to accept the offer, ejection proceedings may be initiated against him under Federal Government Land and Building recovery of Pakistan Ordinance 1965 to get the shop sites vacated to rent out through auction under guidelines of PPRA rules.
- vi) The rent may be assessed at per square feet by the Pak PWD for new sites and in case of previously allotted shops, the rent be enhanced according to rented premises Ordinance or relevant laws enforced in respective Province and ICT but not less than 25% on existing rents after every three years.
- vii) Term of the new lease be for three years w.e.f. the date of occupation.
- viii) A security equal to three months settled rent be deposited in shape of DD/ Pay orders.
- ix) The shop once allotted will not be subletted/ shared.
- x) In case the present lessee defaults, he will be black listed and ejection proceedings will be carried out under the relevant rules.
- xi) The previous defaulters may also be dealt as per rules for recovery of dues.

2. The committee will entail to adhere the provisions of Shop Rental Auction Policy 2017 and forward its recommendations to Ministry of Housing & Works for approval of the competent authority.

  
(Falak Sher Virk)  
Deputy Secretary (Estate)

Copy for information to:

- i) Director General, Pak PWD, Islamabad.
- ii) Chief Engineer, Pak PWD, Lahore
- iii) Chief Engineer, Pak PWD, Karachi
- iv) Superintending Engineer, Pak PWD, Peshawar.
- v) Superintending Engineer, Quetta.
- vi) Section Officer (Estate-VI).
- vii) Additional Estate Officers, Estate Office, Lahore/Karachi.
- viii) Joint Estate Officers, Estate Office, Peshawar/Quetta.

**GOVERNMENT OF PAKISTAN  
MINISTRY OF HOUSING AND WORKS**

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F. No.4(24)/97-E-III

Islamabad the, <sup>th</sup>20 April, 2023.

**The Director General,  
Estate Office Management (HQ),  
Islamabad.**

**Subject: AMENDMENTS IN SHOP RENTAL AUCTION POLICY 2017.**

I am directed to refer to the subject noted above and to convey approval of competent authority i.e Secretary (Housing and Works) for issuance of amendments in the existing "Shop Rental Auction Policy-2017, with immediate effect. as under: -

| Sr. No. | Existing Provision   | Approved amendment   |
|---------|--|--|
| 01      | 01 (ii) The existing rents be enhanced @ 25% after every three years and should be a regular feature.  | The existing rents be enhanced @ <b>10% annually</b> and should be a regular feature.  |
| 02      | 01 (vi) The rent may be assessed at per square feet by the Pak PWD for new sites and in case of previously allotted shops, the rent be enhanced according to rented premises ordinance or relevant laws enforced in respective province and ICT but not less than 25% on existing rents after every three years. | The rent may be assessed at per square feet by the Pak PWD for new sites and in case of previously allotted shops, the rent be enhanced according to rented premises ordinance or relevant laws enforced in respective province and ICT but not less than <b>10%</b> on existing rents <b>annually</b> . |
| 03      | 01 (vii) Term of the new lease be for three years w.e.f. the date of occupation.   | Term of the new lease <b>in respect of shops measuring 1000 sq.ft and below and shops measuring above 1000 Sq.ft shall be 3 years and 5 years, respectively. The lease period in respect of pump sites, regardless of their size and location shall be 10 years, w.e.f the date of occupation.</b>       |

2. All the other provisions of Shop Rental Auction Policy-2017, shall remain the same.

*Handwritten signature and date: 4/5/23*

Copy for information to:

- i) Director General, Pak PWD, Islamabad.
- ii) Chief Engineer, Pak PWD, Lahore.

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(Mushtaque Ahmed)  
(Section Officer Policy/E-III)

*Handwritten initials: o/c*

- iii) Chief Engineer (South Zone), Pak PWD, Karachi.
- iv) Superintending Engineer, Pak PWD, Peshawar.
- v) Superintending Engineer, Quetta.
- vi) Section Officer (Estate-VI).
- vii) Additional Estate Officer, Estate Office, Lahore / Karachi.
- viii) Assistant Directors, Estate Office, Peshawar / Quetta.

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4/5/23

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(Section Officer Policy/E-III)