



Internal Circular

1. Applications are invited from the regular/contract faculty members & administration for possession of Family Suite in the newly constructed Family Suites for faculty/staff at Baghdad ul Jadeed Campus on rental basis.
2. The advance rent of 2.5 years without obligatory annual increase shall be required to be paid upfront by the applicant.
3. The application forms and terms & conditions are available in on DoST & University's website.
4. The application forms duly filled in all respects may be submitted by 4.00 pm _____ online on the given link _____.
5. Only limited seats are available and hence shall be made available on first come first serve /seniority basis and as per conditions mentioned in ToRs.
6. The possession will be given approximately after four months of application closure.

For any further information:



Office of Administrative Officer

(Faculty Hostels)

Executive Hostel, Baghdad ul Jadeed Campus

(during working hours may be contacted)

Ph: 062-9255579

Email: addl.dir.dost@iub.edu.pk

URL: <https://iub.edu.pk> & <https://dost.iub.edu.pk>



TERMS OF REFERENCE (TORs) FOR FAMILY SUITES, BAGHDAD ul JADEED CAMPUS

1. Purpose

To establish clear terms governing the rental of a faculty family suites at IUB's Baghdad-ul-Jadeed Campus, ensuring mutual rights/obligations while optimizing university resources.

2. Scope

Covers:

- a. Premises description
- b. Financial terms
- c. Tenant obligations
- d. Maintenance protocols
- e. Compliance requirements

3. Key Terms & Conditions

3.1 Premises Allocation

- a. **Property:** 2-room suite (1 bedroom + 1 lounge) with bathroom & kitchen
- b. **Status:** Grey structure occupancy
- c. **Eligibility:** IUB faculty/staff on need basis

3.2 Financial Terms

Component	Details
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Lease Terms	a. 30 months x Rs. 17,000/month = Rs. 510,000 (these terms will ensure availability on priority, for limited seats)
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Monthly Rent	Rs. 17,000 (tax-inclusive; frozen for 2.5 years)
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Post-Term	Continuation via salary deduction per IUB policy
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3.3 Tenant Obligations

Usage:

- Strictly residential (spouse/children/parents only)
- No permanent guests

Conduct:

- Noise restrictions (no parties)
- Prohibited items: Weapons, alcohol, drugs

Maintenance:

- Annual repainting (interior/exterior)
- Prompt repairs of electrical/sanitary systems

Studio shall be required to be returned in same condition in which it was handed at the time of possession.

3.4 Modifications & Inspections

- **Alterations:** Only temporary, removable changes permitted
- **Access:** IUB reserves right to inspect with notice

3.5 Risk Allocation

- IUB exempt from liability for damage caused by:
- Fire
- Civil unrest
- Acts beyond institutional control

4. Governance

- Compliance: Punjab Tenancy Act
- Dispute Resolution: Jurisdiction of Vice Chancellor
- Amendments: Requires written agreement

- **Key Features:**

Structured Payment Plan: Upfront deposit with monthly adjustments

Occupancy Controls: Family-only residency clause



The Islamia University of Bahawalpur



IUB-DoST Ph: 062-9255579 Website: <http://dost.iub.edu.pk>

Maintenance Standards: Clear refurbishment requirements

Flexible Exit: Removable modifications permitted

Review Cycle: Biannual by IUB Estate Office

Director-DoST

The Islamia University of Bahawalpur

Date: _____



RENTAL AGREEMENT

THIS AGREEMENT is made at Bahawalpur, on this day of -----, The Islamia University of Bahawalpur hereinafter referred to as 'IUB' AND Mr/Ms.. _____ Designation, hereinafter referred to as the Tenant" (which expression shall, wherever the context so permits means and includes its successors in interest and assigns) OF THE OTHER PART.

WITNESSETH AS FOLLOWS:

2. GRANT OF FAMILY SUITE

The IUB hereby agrees to grant the Tenant with Family Suite comprising of 02 rooms (one bedroom and one lounge), one bathroom & a kitchen herein described in the Schedule hereto (hereinafter referred to as "the Suite") for the period and on rent as hereinafter specified.

The facility is being prepared to facilitate the faculty & administration on need-cum basis. This rental deed is drafted to promptly utilize the building in grey structure with a sole purpose to facilitate the faculty & staff of IUB seeking residence without encumbering the IUB's resources.

3. RENT

- a) The tenant will take the building on RENT for a period of 2.5 years and later extendable as per the mutual consent of Party No: 01 & Party No: 02. The upfront rent will be Rs. 510,000/- which will automatically be adjusted on monthly basis by the Accounts Division up to 2.5 years. Subsequently, the monthly deduction of rent and utility bills will be done as per standard procedure.
- b) The agreed monthly rent shall be Rs. 17,000/- , which shall be inclusive of all present and future taxes, levies and dues, if any. The cumulative increase shall NOT be applicable for the term of 2.5 years. However, subsequent to the expiry of 2.5 years agreement, the tenant will pay monthly rent as per the policy of the University.

4. PERIOD

The lease shall be for a period of 2.5 years effective from ---- -to ----- . On expiry of the said period, the rental agreement shall not determine by afflux of time, but, the Tenant shall have the option, without being bound to do so, to continue residing on monthly salary deduction on account of rent as already in practice in IUB.

5. OBLIGATIONS OF THE TENANT

- a. The Tenant shall utilize the suite for the purpose of residence only. Only the immediate family that may include wife, children & parents may reside with the resident.
- b. No guests can stay in the suite on permanent basis.



- c. The Tenant shall ensure quiet and peaceful possession and enjoyment of the suite without any INCOVINIENCE to the other residents. Partying in the suite that may be inopportune to other residents is not allowed.
- d. No ammunition is allowed within the residential area.
- e. Consumption of alcohol, drugs and any other illicit material is strictly prohibited in the building.

a) **REPAIRS**

The Tenant shall keep the suite in full repair and shall promptly carry out all required repairs to electrical or sanitary fittings. The Tenant shall re-decorate the suite at least once in each year with good quality paint both internally and externally where appropriate.

b) **UTILITIES**

Gas, electricity, telephone & internet will be the responsibility of the Tenant. The reading of sub-meters shall be taken by IUB's Engineering Division and forwarded to Account Division for direct deduction from monthly salary as already in practice in IUB.

c) **ALTERATION:**

No permanent alteration is allowed in the suite. Temporary alteration which is removeable at the time of exit is however allowed. Tenant shall be entitled to dismantle, remove and take away any or all such additions, installations, fixtures and fittings, but, in such events, the Tenant shall leave the Suite in a clean and tidy state-normal wear and tear excepted.

- d) If the premises are damaged by fire, riot, civil commotion or due to any fault other than the University shall bear no responsibility.
- e) IUB may authorize any official or committee to inspect the suite at any time.

IN WITNESS WHEREOF, the parties hereto have acted and subscribed their respective hands on the day, month and year first hereinabove written.

The IUB

The Tenant

WITNESSES (The IUB)

WITNESSES (The Tenant)

1. _____

1. _____
