

## WAREHOUSE CHECKLIST FORM

**(For Hiring of Paper Godown for Punjab Curriculum & Textbook Board, Lahore on Rental Basis for the Period of One Year Starting from the Date of Issuance of Work Award)**

- 1 Name of Owner: \_\_\_\_\_
- 2 Father's Name of Owner: \_\_\_\_\_
- 3 CNIC # \_\_\_\_\_ (Please attach copy of CNIC)
- 4 Address of Godown: \_\_\_\_\_
- 5 Property Letter Number: \_\_\_\_\_ (Please attach proof of property of Godown)
- 6 Total area of Warehouse: \_\_\_\_\_ Square feet
- 7 Total covered area of Warehouse: \_\_\_\_\_ Square feet
- 8 Quoted Lump Sum Rate (inclusive of all applicable taxes): \_\_\_\_\_ PKR/ Month
- 9 Capacity of Loading Bay; Number of Six-Wheeler Trucks, which can be parked for loading/unloading simultaneously  
3  4  5  6  7  Others: \_\_\_\_\_
- 10 Overall Parking Capacity: Number of Six-Wheeler Trucks, which can be parked at same time:  
10  13  15  17  20  Others: \_\_\_\_\_
- 11 Number of rooms available for office working (other than main hall): \_\_\_\_\_ Rooms
- 12 Number of washrooms available: \_\_\_\_\_ Washrooms
- 13 Distance from PCTB office (Kalma Chowk Lahore) \_\_\_\_\_ KM
- 14 Construction material used:  
Steel Structure  Concrete Structure  Others: \_\_\_\_\_
- |                                                                                             | Yes                      | No                       |
|---------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 15 Is Godown situated within periphery of Lahore?                                           | <input type="checkbox"/> | <input type="checkbox"/> |
| 16 Are proper Electricity and Lightening Systems available at warehouse?                    | <input type="checkbox"/> | <input type="checkbox"/> |
| 17 Are Fire Extinguisher or fire handling equipment installed?                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 18 Are CCTV cameras along with networking available?                                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 19 Is Building fitness certificate available? (If yes, please attach attested copy)         | <input type="checkbox"/> | <input type="checkbox"/> |
| 20 Is proper water drainage system available?                                               | <input type="checkbox"/> | <input type="checkbox"/> |
| 21 Is water connection available? (If yes, provide following details)                       | <input type="checkbox"/> | <input type="checkbox"/> |
| Own Connection <input type="checkbox"/> Municipal committee supply <input type="checkbox"/> |                          |                          |
| 22 Is Building Waterproof? (Safety from rainwater from both roof & ground)                  | <input type="checkbox"/> | <input type="checkbox"/> |

**Note-1:** Selected applicant will have to submit rent reasonability certificate issued by Excise Department, Govt of Punjab

**Note-2:** Rent will be paid on monthly basis. PCTB may release Godown before or within one year. The information regarding date of release of Godown shall be provided before two months of said release.

**Brief (if any):**

\_\_\_\_\_

**Signatures of Rightful Owner:** \_\_\_\_\_ **Dated** \_\_\_\_\_