



Naini Plant  
Naini Allahabad – 211010

**New Admin Building For Rent Out At ITI Ltd. Naini**

New Admin Building is available on Rent @ opposite of Township area, Suitable for Setting up Office, Business Centre, Community Centre, Laboratory, Administrative Office, Warehouse & Logistics etc., is available on rent at a prime location at ITI Ltd. Naini Plant along with Mirzapur road (NH-35) on **“AS IS WHERE IS BASIS”**.

Tender forms can be collected from the office of **“Chief Manager (Civil & Services)”** from **24-08-2018 to 13-09-2018 between 10.00 AM to 04.00 PM**, on all working days on payment of **Rs. 1,000/- (Rupees One Thousand Only, Non-refundable)** in cash or by way of Demand Draft / Pay Order drawn in favor of **“ITI Limited, Naini” Allahabad**.

Tender forms can also be downloaded from our website: **www.italtd-india.com**. In such a situation, the cost towards the tender form shall be paid by way of Demand Draft / Pay Order drawn in favor of **“ITI Limited, Naini” Allahabad** at the time of submission of the tender.

Tenders will be accepted only from the interested party (ies) directly. Brokers, intermediaries and Real Estate Agents will not be entertained.

**[G C GUPTA]**  
Chief Manager (Civil & Services)  
ITI Limited, Naini  
Allahabad – 211010  
Mob.No:8004119656

**Tender Document of New Admin Building for Rent out at  
ITI Ltd. Naini****New Admin Building Suitable For Setting Up Office, Business  
Centre, Community Centre, Laboratory, Administrative Office,  
Warehouse & Logistics etc., Opposite Of Township Area Along  
With National Highway (NH-35).****Tender Ref: Naini/Civil/1006/2018-19/07, dated: 24-08-2018**

The schedule of events is as under:

1. Tender Document Sale/Download **Start** Date : 24-08-2018 (10.00 AM)
2. Tender Document Sale/Download **End** Date : 13-09-2018 (04.00 PM)
3. Seek Clarification **Start** Date : 24-08-2018 (10.30 AM)
4. Seek Clarification **End** Date : 13-09-2018 (04.00 PM)
5. Bid Submission **Start** Date : 24-08-2018 (10.30 AM)
6. Bid Submission **End** Date : 14-09-2018 (03.00 PM)
7. Opening of the Technical Bid : 14-09-2018 (03.30 PM)
  
8. Opening of Price Bid will be intimated later to all the technically suitable bidder (s).
9. Tender opening venue : CM (C&S) Office, ITI Limited,  
Naini Plant, Naini, Allahabad – 211010
  
10. Cost of the Tender Document : **Rs 1,000/- (Rs. One Thousand only)  
(Non-refundable)**

To,

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Dear Sir(s),

Sealed Offers are invited from registered firms, State & Central Public Sector Departments/Undertakings, Multi-National Companies, Private/Public Limited Companies of standings, Banks, Financial Institutions etc., having interest in taking on lease Infrastructure/Open Space on rent, as per the details indicated in the enclosed documents. The tenders are invited in TWO BIDs, consisting of Technical Bid (Part-A) and Price Bid (Part-B).

The **Technical Bid (Part-A)** without the Price/Rate shall contain the following details:

- (a) Bidder's Profile.
- (b) Mode of utilization of the Infrastructure & Open space being offered on rent.
- (c) Acceptance of all the terms & conditions indicated in our Tender, including executing registered lease deed.
- (d) Requirement of space with preference of building.
- (e) Earnest Money Deposit (EMD).
- (f) The cost of tender document of **Rs 1,000/- (Non-refundable)** shall be payable in cash or by DD/Pay Order. For those bidders who downloaded the tender documents from our website, the same is payable at the time of submission of the tender/bid.

The **Price Bid (Part-B)** shall contain the specific **Rate per Sq.ft per Month, on the plinth area. The Bid may be made for the entire first floor area of building. The bid for partial plinth area/first floor area will be allowed but preference will be given to entire first floor area/plinth area.**

The offers along with the tender document with terms & conditions duly signed and super scribed with **“New ADMIN BUILDING FOR RENT”** and **Tender Ref: Naini/Civil/1006/2018-19/07, dated: 24-08-2018** and addressed to the **CM (C&S), ITI Limited, Naini Plant, Naini Allahabad – 211010** shall be submitted on or before **15.00 Hrs (3.00 PM) on 14-09-2018** in sealed covers, separately for Technical Bid and Price Bid. The price bids shall be submitted separately as per the format enclosed.

**Note:** The offers received after due date and time will not be entertained. Offers sent by fax/E-mail will be rejected.

**The Rent is estimated as per CPWD guidelines for building & DM-Circle rate Allahabad for open space.**

Thanking you.

Yours faithfully,

CM (C & S)  
ITI Limited,  
Naini Allahabad –211010

## **I. PREAMBLE**

New Admin Building is available on Rent @ opposite of Township area, Suitable for Setting up Office, Business Centre, Community Centre, Laboratory, Administrative office, Warehouse & Logistics etc.

ITI Limited ("**The Company**") is absolute owner of the premises.

The interested bidder can see/visit the Premises on any working day between **10.00 AM & 04.00PM**, up to one day prior to the last date of submission of tenders with prior permission from the Company. The details of contact person(s) of ITI Limited to facilitate visiting the Premises are as under:

1. Mr. G C Gupta, Chief Manager (Civil & Services)  
Mob.No:8004119656  
Naini plant, Naini, Allahabad
2. Mr. R K Ram, Engineer (Civil)  
Mob.No:9450623755  
Naini plant, Naini, Allahabad
3. Mr. Anup Kishor, Asst. Ex. Engineer-Trainee (Civil)  
Mob.No:7905845215  
Naini plant, Naini, Allahabad

Copies of the documents would be made available for "**inspection only**" at the Company's Registered Office from the date of release of advertisement on any working day between **10.00AM to 04.00PM** up to a day prior to the last date of submission of bid. The bidders may peruse these documents and thoroughly satisfy themselves thereby confirming to the total compliance of the terms and conditions of the tender documents. The bidder shall not be entitled to raise any objection or dispute whatsoever on submission of the bid. In case of any such action by the bidder including withdrawal of the bid or refusal to sign and register the Lease Deed, the bidder's Earnest Money Deposit shall be forfeited totally.

## **II. BIDDER QUALIFICATION CRITERIA**

1. **Preference will be given to the Bidders who Possess the Relevant Licenses for the Trade / Setting Up Sports Complexes and Other Statutory Permissions required if any from State / Central Government Bodies etc.**
2. The bidder may be a private business entity /Indian Government Company/Public Sector Undertaking /Banks /State or Central Government Departments /Ministry /Body including Limited Company or limited liability partnership or partnership etc.
3. In case the bidder is a private business entity /Indian Government Company / Public Sector Undertaking / Banks including Limited Company or limited liability partnership or partnership, the bidder **Must establish having good Financial Credentials.**

### **III. LEASE RENT**

The Lease Rent to be offered / quoted by the bidder should be the maximum net rate of rent payable for the Premises to the Company. The rate of rent offered by the bidder shall exclude:

1. All utility charges to be borne by the LESSEE as per Clause No. XII & XIII, such as electricity charges, Property / UPPCL Demand Charges, water usage charges and related Cess/Charges.
2. Levies, Cesses/Charges levied by local revenue authority or other statutory authority.
3. Any interest/penalty which is accrued on the above as well as any other tax by whichever name called payable to any government or authority or body as also any additional taxes /increase in taxes as imposed by the government.
4. Service Tax/GST or any other tax as applicable and other central government levies. The bid shall be decided on the principle so as to derive the maximum overall net lease rent to ITI.

### **IV. TERMS OF RENT WILL INCLUDE**

1. The rent, GST, Cesses and other applicable charges for each month shall be payable on or ***before 5<sup>th</sup> day of each month*** as per agreement.
2. All the applicable Taxes including GST shall be paid by the bidder/Lessee as per the bills raised by the Company at the rates applicable from time to time. Nothing contained herein will exempt or preclude the bidder/Lessee to avoid payment of all Taxes for any reason.
3. TDS on Rent will be applicable as per applicable statute. The TDS certificate shall be issued to the Company every quarter without fail and the bidder/Lessee shall ensure that the same is reflected in the Company's **Form 26AS**.
4. Rent, applicable taxes including GST and other charges will be payable from the date of handing over of possession of the Premises or execution of the lease deed whichever is earlier and would be payable up to termination of the lease or handing over of the Premises back to the LESSOR (ITI) whichever is later.
5. If the monthly rent & applicable taxes including GST and any other amount payable (including interest) if not paid by the 5<sup>th</sup> day of each Month, the bidder/LESSEE shall be liable to pay interest thereon at 15% (quarterly compoundable interest) for the period of delay up to date of payment, without prejudice to the Company's right to other remedies as per law including the right to terminate the lease. Default in payment of rent, GST and other charges, for any three months in a calendar year, shall entitle the Company to terminate the lease and enter upon the Premises. Termination shall be by way of issuance of a written notice giving the bidder/Lessee one month to vacate the Premises. On the expiry of the said one-month period, the bidder/Lessee shall vacate the Premises, leaving the Premises in the same condition as it was leased, subject to reasonable and normal wear and tear.
6. **Lease rental Figure/Amount shall be quoted in the Commercial bid only and not in technical bid.**

## V. DESCRIPTION OF THE PREMISES

Description of the Premises are indicated below:-

### New Admin Building Located Opposite of ITI Township Area:

The piece and parcel of non-residential premises comprising of **RCC Building as per drawing attached at Annexure-III.**

a) Total Constructed (Building) Area : **15150 Sq.ft (Approx.)**

#### Note:-

1. Basic Power supply to above area will be made available from Main supply line of ITI Township.
2. The bidder should quote for the Building area & Open space separately.
3. Details of individual building with plinth area and the layout sketch is Enclosed at Annexure-I.

## VI. INFRASTRUCTURE PARTICULARS

- a) Water and power supply facilities will be provided to the above areas on **chargeable basis** as prevailing in ITI. Basic Water and power connection will be provided soon after taking Possession of the area.
- b) The area indicated is approximate. However, the actual area will be measured and handed over at time of occupation. The offer should include the rates for Building (if any) and Open Space separately.

## VII. THE PROCESS

- a) The Technical bids will be opened **at 03.30 PM** on the next working day after last date of the submission of the bids.
- b) Commercial bids will not be opened on the day of opening of the Technical bids.
- c) After declaration of opening the technical bids, evaluation of the technical eligibility of the bidders would be carried out by the Company. Thereafter, a Technical Evaluation report shall be prepared in detail to conclude/classify - qualified/disqualified bidders.
- d) The decision regarding qualification/disqualification of the bidders shall lie with the Company and that decision shall be final and binding on all the bidders.
- e) There after the date of opening of the financial bid will be intimated to the technically qualified bidders only.
- f) Separate intimation to the technically qualified bidders will be sent.

- g) It is clarified that financial bid will not be opened or considered be valid for the bidders who do not qualify in the technical bid.
- h) Based on the rent quoted in the bids, the comparative statement would be prepared as under.
- i) Bids shall be evaluated to derive the maximum overall Rent to the Company.
- j) Based on the Buildings & Open Spaces for which bids have been submitted by various bidders and corresponding rentals quoted by the bidders, various combinations shall be worked out and compared to determine the combination which yields the Maximum Rental to ITI.
- k) **The decision of the Company will be final & binding on the bidder.**

### **VIII. BID SECURITY**

- a) All the bidders would be required to submit the original bid security along with technical bid in the form of **Demand Draft** or **Banker's Cheque**.
- b) The bid security shall be Rs. **1,00,000=00 (Rupees One Lac Only)**
- c) The bid security in the form of Demand Draft or Banker's Cheque shall be in favor of **"ITI Limited Naini"** Payable at SBI ITI Complex, branch, Naini Allahabad (Code No.3486).
- d) Bid security will be non-interest bearing and therefore ITI shall not be liable to pay any interest to the bidders irrespective of the duration of time between the submission of the bid security and its return by ITI to the bidder.
- e) If for any reason, any selected bidder declines to take on rent one or more of the buildings, for which they have selected, the bid security furnished by the bidder shall stand **Forfeited**.
- f) If for any reason, whatsoever attributable to the Company, the lease deed cannot be entered into, the Company reserves liberty to annul tendering process and return bid security to the respective bidder/s. In such an event the Company shall not be liable for payment of any interest on the bid security amount to the bidders. Moreover, the bidder in such case shall not be entitled to any right or specific performance or any right or interest whatsoever in the Premises or any part thereof.
- g) The bid shall be valid for acceptance for a period of **120 days** from the date of opening of the technical bid called as the **"Validity period"**. So the bid submitted shall not be withdrawn by the bidder during the validity period and will lapse after the validity period unless the Company accepts the bids before the expiry of the validity. In case the processing time for evaluation and award is likely to take some additional time beyond the validity period, the bidder shall be requested to extend the bid validity period as desired by the Company.

- h) In case the bidder withdraws his bid at any point of time during the validity period, his total bid security shall be **Forfeited**.
- i) If any bid is not accepted/rejected by ITI, the bid security paid by that bidder shall be refunded without interest by Account Payee cheque in the name of the bidder.

## **XI. USAGE**

- a) **The Bidders are required to clearly/specify the mode/options of Usage of offered Building & Open Space.**
- b) The bidder/lessee will not be permitted to use the said premises in such a way which is in the opinion of the Company may cause prejudice, nuisance, annoyance or inconvenience to ITI or for storing hazardous goods or for any purpose not permitted under laws of the land.
- c) The bidder/Lessee will not use or deal with the premises in a manner contrary to any condition imposed on the premises by the law, the government or local authority and shall keep the Company indemnified against all actions, suits, and the other proceedings in consequence of such uses by the bidder/ Lessee.
- d) **The bidder/Lessee would keep the leased premises and lavatories, pipeline, sinks etc. and passages forming par thereof, clean and in sanity condition and remove all rubbish at the end of each day outside factory premises.**
- e) During the period of lease, any damage in whichever form if made to the property in use or the adjoining property will have to be made good by the bidder/Lessee. The decision of ITI will be the final in this regard.

## **X. LEASE DEED**

- a) The Lease Deed would be prepared by the Company which would be final and binding.
- b) Lease Deed shall be executed within a period of **maximum four week** from the date of notification of selection of the successful bidder/Lessee.
- c) The Company shall execute the Lease Deed in favour of the prospective LESSEE and simultaneously therewith handover the said premises **“AS IS WHERE IS BASIS”**. All the legal formalities shall be completed by the respective parties before the date of execution of lease deed.



## **XI. LEASE TERM, LOCK-IN PERIOD, ESCALATION & SECURITY DEPOSIT**

- a) Lease Deed will have a fixed lease term of minimum **Four years and Eleven Months.**
- b) **Lessor and Lessee on mutual agreement may decide and extend the lease period by two/more terms on mutually agreed upon conditions.**
- c) The lease term will commence and rent will be payable from the date of handing over the possession of premises or execution of the lease agreement whichever is Earlier and would be payable up to termination of agreement or handing over of the premises back to the Lessor whichever is Later.
- d) Minimum lock-in period for the lease would be at least **36 months.** An undertaking will be taken from the lessee that they will honor this commitment with a binding clause in the agreement.
- e) A refundable interest free deposit equivalent to **'ten months'** rent shall be payable by the successful bidder[s] to the Company **within 10 days** from the date of issuance of letter of intent/acceptance of bid. This Security Deposit shall be returned by the Company to the successful bidder[s], without any interest, on expiry of lease period and handing over the premises, subject to the deductions/recoveries towards any dues payable by the successful bidder[s] to the Company including rents, applicable taxes including GST, charges, cesses, rectification of any damages to the premises causes solely due to act of omission and commission on the part of the successful bidder[s].

## **XII. CHARGES TO BE BORNE BY THE LESSEE**

- a) GST on rental services of commercial property and cesses shall be borne and paid by the bidder/Lessee to the Company at the rates applicable from time to time. The Company shall raise bills for payment thereof and the same shall be paid along with rents on a monthly basis. The bidder/Lessee shall also be liable to be pay and bear any such future indirect taxes of the nature that may be levied by the State or Central Government, in connection with renting/leasing services/activities.
- b) Taxes referred to in sub-clause (a) above, if paid by the Company first, for any reason, shall entitle the Company to receive a full reimbursement from the Bidder/Lessee within **'7 days'** of such payment, failing which such due amounts will carry **interest at the rate of 15% per annum (compounded quarterly)**. Further failure of payment beyond **120 days** shall be regarded as a breach of the lease terms and would entail termination of the lease.

- c) Outgoings of property for the area given on lease if applicable like:
- Lease rent
  - Cess
  - Levies
  - Local Taxes
  - Any interest/penalty which accrued on the above which is not attributable to any action/inaction on the part of ITI.
  - GST or any other tax payable on any of the items.
- d) If at any time during the lease period, the Lessor has to pay any additional/new or increased taxes/charges or levies imposed by government or any local authority in respect of renting/leasing services/activities, it shall be lawful for the Lessor to recover all increase in taxes, additional/new taxes, charges or levies imposed by the government or any local authority during the period of this Lease from the Lessee in proportion to the area.
- e) It is to be clarified that for any expenses on the leased out area, ITI will remain as pass through entity without entertaining on its part and that Lessee will be liable to pay the lease rent as agreed after the bids and the actual expenses incurred by ITI during the term of lease as per the terms and conditions of this tender.

### **XIII. PAYMENTS FOR ALL OUTGOINGS**

- a) The charges for outgoing and other expenses will be payable from the date of handing over of the possession of the premises or execution and registration of the lease deed whichever is earlier and would be payable for a period up to termination of agreement or handing over of the premises back to Lessor whichever is later.
- b) All the outgoings being variable in nature will be calculated at actual based on proportionate usage and the decision of the Company will be final and binding on the Lessee. Actual amount as per bills/claims raised by the Company has to be reimbursed **within 10 days** of the receipt of the bills by LESSEE.
- c) If any outstanding (including outstanding interest) is not paid by the due date of payment by the Lessee, the same shall be liable to be paid along with the interest thereon at **15% (quarterly compoundable interest) per annum** from the due date. Thereof till the date of payment without prejudice to the Lessor rights to the remedies as per Law including his right to terminate the lease and lessee would have to vacate the premises within one month from the date of receipt of such notice of termination from Lessor.
- d) The Company will ensure that to begin with, all the facilities will be in proper working conditions as it should be.

#### **XIV. INTERNAL REPAIRS, ADDITIONS AND MAINTENANCE**

- a) Any repairs inside the premises would be carried out by the Lessee, at their cost, provided that they shall give one week advance notice to the Lessor before carrying out the repair works.
- b) Such repairs including replacing and reinstating floorings, partitions/partition walls, False ceiling, windows / door Frames and shutters panes, flushing tanks, water closet and the plumbing system provided etc., at Lessee's own cost and expenses during the term hereby created to keep and maintain in good working condition. Electric installations and the light and fan points etc., that the lessee shall give one week advance notice in writing to the Lessor before carrying out repair works.
- c) Day to day cleaning and maintenance of space/floor occupied by the lessee shall also be carried out by the lessee at their own cost and expense.
- d) **Required permissions if any from statutory authorities / Govt. Bodies for all Types of works & Businesses would be the responsibility of Lessee.**

#### **XV. PERMISSION TO INSPECT**

The bidder/Lessee would always permit the Company or any persons deputed by the Company or all persons authorized by the Company, at all reasonable hours during the day time, after twenty four hours notice in writing to the bidder/Lessee, to enter upon the said premises for inspecting the works and things as may be required to be done for any repairs, alterations or improvements, and to give written notice of all needed repairs.

#### **XVI. VACATION**

- (a) In case the Premises or any part thereof at any time during the term hereby created, be destroyed or damaged by fire, acts of God, riot and civil commotion, enemy action, and such like causes not within the control of the Company, so as to be wholly or partially unfit for the use of the lessee then the lease shall come to an end and the lessee shall vacate the whole premises on payment of the proportionate rent and outgoings up to the date of vacating.
- (b) **ITI to have the absolute Rights:** It is clarified that Company has the absolute rights over the Premises and decision of the Company on various lease matters would be conclusive and binding. It shall be lawful for the Company to re-let the said Premises in part or in whole at any rent, which it may obtain after the termination of lease or determination of lease by efflux of time or in the event of any default by the lessee or in the event of vacation by lessee etc.

## **XVII. TERMINATION**

- (a) In case of termination of this lease agreement and/or vacation of the premises by the lessee for any reason, the lessee shall hand over peaceful and clean possession of the premises to the Lessor only.
- (b) The Lessor/lessee shall have the right to terminate the lease at any point of time during the lease period, by giving a written notice of **three months** in advance subject to the conditions of lock in period.
- (c) In the case of breach of the terms of the lease, the Company shall have the **right to terminate** the lease by **one month's notice** and enter upon the premises.

## **XVIII. APPLICABLE TERMS AND CONDITIONS AND LESSEE'S OBLIGATIONS**

- 01. The Technical Bid shall not contain any reference of price/Cost particulars.
- 02. ***The above-mentioned description of features and infrastructures are indicative only. All bidders are advised to physically verify and inspect the premises and infrastructure prior to submission of their Bids.*** The premises will be made available to the successful Bidder[s] who is the new incumbent, applying fresh, on completion of basic minimum requirement works.
- 03. The Entire Premises would be given out on rent for an initial period of **maximum 4 years and 11 Months.**
- 04. The tender[s] shall not be submitted with a conditional offer. Any condition having financial implications will result in disqualification of the offer.
- 05. The building / Open Space cannot be sublet in any manner by the successful bidder[s] to the any other entity. In the event of it coming to the knowledge of the Company, that the successful bidder[s]/tenant[s] has/have sublet any portion of the premises to any other entity or have permitted any other entity to come into possession of any portion of the premises and or/or have created any third party rights, or whatsoever entity, the Company shall be entitled to forthwith terminate the lease, re-enter/take back possession of the premises and forfeit the entire security deposit paid by the successful bidder[s]/tenant[s] to the Company.
- 06. The rate quoted by the bidder[s] shall take into account the entire infrastructure available within the premises on **"AS IS WHERE IS BASIS"** including the common services and circulation space.

07. In the event of the building / Open Space being let out to more than one firm as tenants, the expenses towards repairs and maintenance of the building including common areas shall be borne by the respective tenants in portion to the area occupied. In such circumstances, ITI shall have the right to consider maintaining the premises / Infrastructures and actual cost being incurred by ITI towards maintenance and repairs including the annual maintenance contract of maintaining and operating the installation and equipment including the common services will have to be borne by the tenants in proportion to the area under possession and payable along with the monthly rentals. ITI shall have the right to engage and entrust the work to any authorized agencies for maintenance & repair works in the entire building including providing common services. The equipment's are to be maintained by authorized services agencies through AMC's.
08. The monthly rental shall be payable to ITI only by **“Account Payee Cheques”** due on or before **05<sup>th</sup> of every month**, payable at Naini. All cheques/demand draft shall be drawn in favour of **“ITI Limited, Naini”** **Cheque received after the above date shall attract interest @15% per annum**, would be calculated for delayed period. Alternatively, the monthly rentals plus the maintenance charges can be paid by NEFT/RTGS.
09. The rent will be payable from **11<sup>th</sup> day of issue of letter of Intent or date of occupation whichever is earlier.**
10. The Property tax payable to Revenue Tax / UPRD for the leased Building / Open Space will be borne by the Company.
11. GST at the applicable rate shall have to be paid by the LESSEE/Successful bidder[s]. Any other taxes, cess and other levies imposed by the State/Central Govt. as prevailing on date of submission of offer or at a later date during the agreement period will have to be borne by the Lessee.
12. The premises may be inspected on any working day between **10.00 AM to 04.00 PM** on prior intimation to ITI. Any clarification required prior to submission of offers may be obtained from the undersigned.
13. Any claim on account of ignorance of site condition and infrastructure will not entertained at a later date.
14. **ITI reserves the right to accept/reject any or all offers at any stage prior to the execution of the lease deed, without assigning any reasons whatsoever.**
15. An appropriate Lease Deed duly stamped and registered, reflecting more or less the terms and conditions set out herein will be executed between the successful bidder[s] and ITI. The entire cost towards registration charges, incidental expenses, stamp duty and any other related expenditure associated with the registration, will have to be borne by the successful bidder[s]. A specimen copy of lease deed will be prepared by ITI and furnished to the successful bidder[s] after the finalization of the Bids.

16. **In the event of any dispute or differences arising out of any/other claims/opinion including interpretation of clauses in this documents among the bidders and ITI, the decision of the Chairman and Managing Director of ITI Limited shall be the final and binding.**
17. The power charges payable to UPPCL will be booked to the tenant[s] account. In the event of more than one tenant occupying the building, separate meters will be installed by the company for assessing the power consumption. The charges will be borne by tenant[s] as per actuals. As regards to water/Sewerage charges, the amount payable to **Nagar Nigam Allahabad** shall be borne by the tenant[s] in proportion to the Water Consumed / area occupied.
18. **An escalation in rent at 5% (FIVE PERCENT) per annum will be applicable on completion of every 12 months.**
19. The offer shall be valid for a period of four months from the date of opening of bids. [Commercial bid]
20. A joint inspection by ITI and successful bidder[s] will be done to take stock of the inventory of fixtures, fittings equipment's, and other actual infrastructure, which will be recorded and signed by both the parties.
21. Termination of Contract: The contract shall be terminated by giving a notice period of **three months** on either side.
22. The bidders are requested to regularly visit ITI Website; **www.itilt-india.com** for any information, visit the aforesaid premises, inspect the available documents to acquaint themselves with the complete information before submitting the bid.

**Note:**

**The final revised condition if any as indicated in the corrigendum, amendment, clarifications and extension/changes regarding this tender as uploaded in the said website will be binding and may form part of the agreement.**

## **XIX. ESSENCE OF CONTRACT**

The adherence to the time schedules for the payment of rent, all outgoings and all payable amounts as per the lease agreement (including interest or penalty if any) determination of lease by notice or by efflux of time as specified in the lease agreement or relevant paragraphs of the tender, and subsequent vacation of the premises are the essence of the contract between the lessee and ITI.

## **XX. INDEMNITY**

1. The lessee shall indemnify and hold harmless the Company from and against all actions, suits, proceedings, claims, damages, losses, expenses and demands of every nature and description, by reason of any breach of the provisions of the contract by the lessee or any act or omissions of the lessee, its representative or its employees or agents.
2. These indemnification obligations shall include but not be limited to claims, damages, losses, damage proceedings, charges and expenses which are attributable to:
  - (a) Sickness, disease or death of, or injury to any person.
  - (b) Loss of or damage to or destruction of any property.

## **XXI. GOVERNING LAW AND JURISDICTION**

The agreement shall be governed by and construed in accordance with the laws of India and the courts at Allahabad alone shall have exclusive jurisdiction over all disputes arising under or in connection with the agreement. Dispute resolution mechanism shall be more fully detailed in the Lease Deed. The provisions of the Public Premises (Eviction of Unauthorized Occupants) Act, 1971 shall apply to the lease and the Premises.

**ANNEXURE - I**

Rentals/Month for lease period of **4 years and 11 Months.**

**New Admin Building Suitable For Setting Up Office, Business Centre, Community Centre, Laboratory, Administrative Office, Warehouse & Logistics etc., Opposite Of Township Area Along With National Highway (NH-35).**

<b>Sl. No.</b>	<b>Description</b>	<b>Approx. Area (Sq.ft)</b>	<b>Remarks</b>
1	Total Building Area	<b>15150</b>	
2			
	Total		



**ANNEXURE – II**

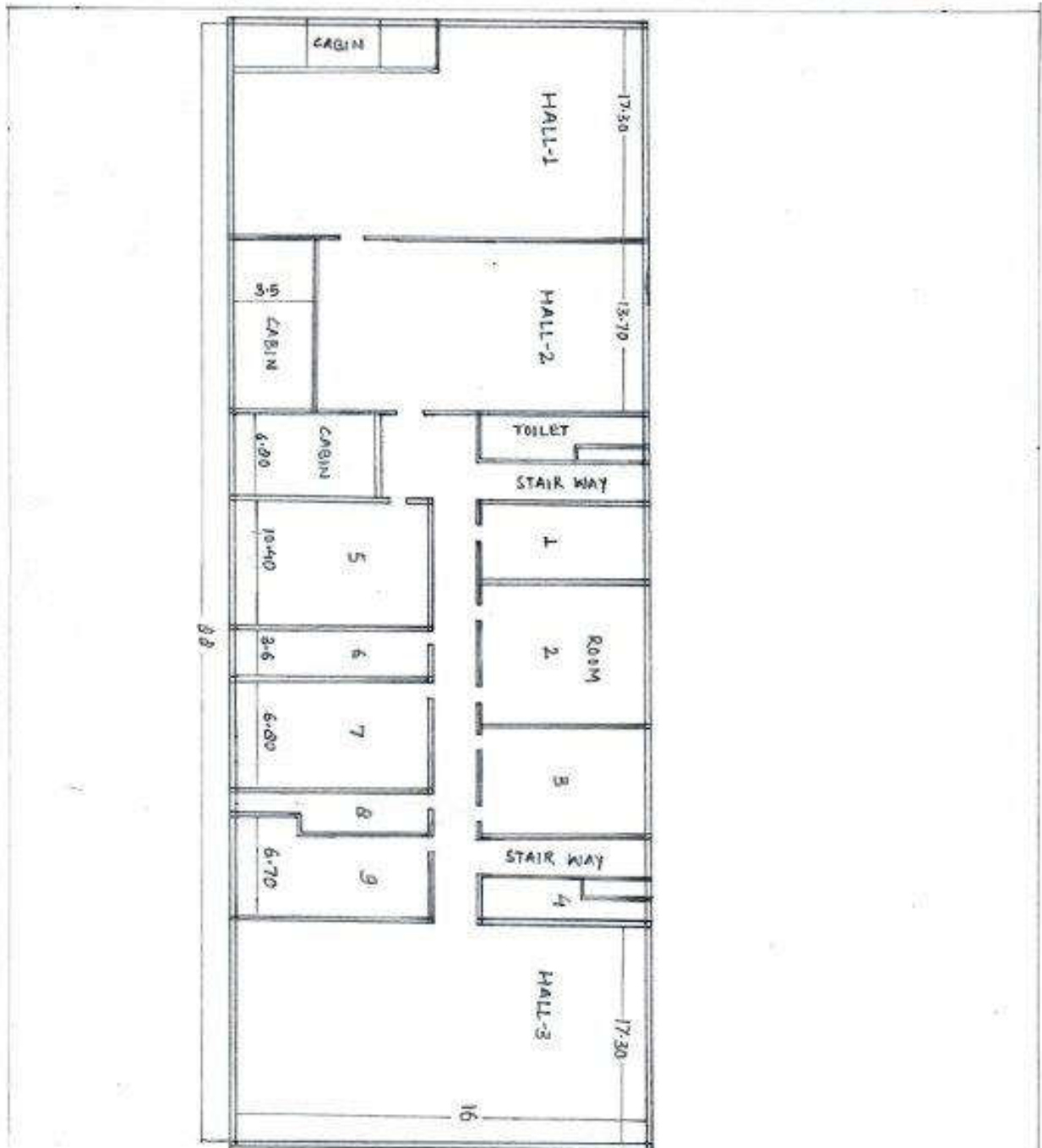
**PRICE / COMMERCIAL BID**

**New Admin Building Suitable For Setting Up Office, Business Centre, Community Centre, Laboratory, Administrative Office, Warehouse & Logistics etc., Opposite Of Township Area Along With National Highway (NH-35).**

1	2	3	4	5	6	7
Sl. NO.	Item Description	Area (Sq.ft)	Rental Rate per month/Sq.ft in figures. Rs.	Total Rent /month in Rs. (Col.3 x Col.4)	Total Rent/month in words	Remarks
1	Total Building Area	15150				
2						
Total						

**SIGNATURE OF THE AUTHORISED REPRESENTATIVE WITH SEAL**

**ANNEXURE - III**



DETAILS	
Particular	Area
Building Area	15150 Sq.ft Approx.
TOTAL	15150 Sq.ft.
Dry. NO. 1006/03 Date : 22/08/2018 All Dimensions are in meter. Drawing Title: New Admin Building (First Floor)	
Drawn By : ANUP KISHOR	

**Government e-Procurement System  
Tender Input Form-CPPP  
(For e-Publishing)**

**TENDER INPUT FORM**

Pl. does not use special characters in any field as these characters are not allowed to enter in the actual Online Form. e.g. **& and** Colon (:), but Comma (,), slash (/), bracket ( ), dot (.) and dash (-) can be used.

**(A) Basic details:**

1	<b>Tender Reference No.</b>	<b>Naini/Civil/1006/2018-19/07, dated: 24-08-2018</b>
2	<b>Tender Type</b> *(Open / Limited / EOI / Auction/ Single)	Open
3	<b>Form of Contract</b> * (Buy / Supply / Piece Work / Lump-sum / Multi Stage / Fixed Rate / Turn-key / Works / Sale / Item Rate / Rate Contract)	Multi Stage
4	<b>No. of Covers</b> * (1 / 2 / 3 / 4)	02 / 03
5	<b>Tender Category</b> * (Goods / Services / Works)	Services
6	<b>Account Type Head</b> * (State Government Funded / Central Government Funded / <b>Others</b> )	Others
7	<b>No of Bid Openers</b> (02 /03)	02 / 03
8	<b>Payment Mode</b> * (Offline / Online)	Offline
8a	<b>If Offline :</b> <b>As Per Tender Document,</b> Not Applicable <b>DD-Demand</b> <b>BG-Bank</b> Guarantee <b>BC-Bankers Cheque,</b> <b>SS-Small Savings Instrument</b> <b>ACG-67 Receipts,</b> Personal Cheque , <b>FDR,</b> RTGS / ECS / NEFT/	<b>As Per Tender Document</b> Demand Draft

**(B) Cover details:**

	<b>No. of Covers</b>	<b>Cover Type</b>	<b>Contents</b>
01	<b>Single Cover</b> (a) (Fee/ Eligibility criteria/Technical-cum- commercial/Financial)	N/A	N/A
02	<b>Two Covers</b> (a) Fee/ Eligibility criteria /Technical-cum-commercial (b) Financial	N/A	N/A
03	<b>Three Covers</b> (a) Eligibility criteria (b) Fee (c) Financial	(a)Eligibility criteria (b)Fee/Technical (c) Financial	Eligibility criteria Technical-cum-commercial Price Bid
04	<b>Four Covers</b> (a) Fee (b) Eligibility criteria (c) Technical (d) Financial	N/A	N/A

**(C) NIT Document (Attached files should be in Word/pdf only)**

<b>S No.</b>	<b>File Name</b>	<b>Document Description</b>	<b>Type</b>	<b>Size</b>
01	Naini/Civil/1006/2018-19/07	NIT including general conditions for Services / BOQ	pdf	280 KB

**(D) Work / Item Details:**

01	<b>Work / Item Title *</b>	New Admin Building for Rent Out at ITI Ltd. Naini, Allahabad
02	<b>Work / Item Description *</b>	As per tender items
03	<b>Pre-qualification Details</b>	Preferably Similar nature of Service
04	<b>Product Category * (Select from the provided list only)</b>	Services
4a	<b>Product Sub Category *</b>	Miscellaneous Services
05	<b>Contract Type *</b> (Tender / Empanelment / Rate Contract)	Tender
06	<b>Tender Value * (INR)</b>	
07	<b>Bid Validity days * (120 / 90 / 60 / 30) If other, specify</b>	120 working days
08	<b>Calendar Completion / Delivery Period in Days</b>	<b>04 year 11 month</b>
09	<b>Location Detail of Work / Services / Items *</b>	ITI Ltd, Naini Unit, Mirzapur Road, Naini, Allahabad (UP)
10	<b>Pin code</b>	211010
11	<b>Pre Bid Meeting * (Yes / No), If Pre Bid Meeting is Yes</b>	No
11a	<b>Pre Bid Meeting Place *</b>	NA
11b	<b>Pre Bid Meeting Address *</b>	NA
12	<b>Bid Opening Place *</b>	ITI Ltd, Naini Unit, CM(C&S) Department
13	<b>Tenderer Class * (As per tender document / NA)</b>	As per tender document
14	<b>Inviting Officer *</b>	CM(C&S)
15	<b>Inviting Officer Address with Phone and email: *</b>	Civil Department, ITI Ltd, Naini Unit, Mirzapur Road, Naini, Allahabad, UP E-mail: <a href="mailto:guptage_nni@itilttd.co.in">guptage_nni@itilttd.co.in</a> 8004119656/9450623755/7905845215

**(E) Fee Details:**

01	<b>Tender Charges:</b>	
1(a)	Tender Fee	<b>Rs.1000/= Non refundable</b>
1(b)	Processing Fee	NIL
1(c)	Surcharges	NIL
1(d)	Other Charges	NIL
1(e)	Tender Charges Payable To *	ITI Ltd, Naini Unit, Allahabad
1(f)	Tender Charges Payable At *	DD / Cash Deposit in ITI Ltd. Naini –Cash section
02	<b>EMD Fee details:</b>	
2(a)	EMD Fee (Fixed / Percentage)	Fixed
2(b)	If EMD Fee is Fixed then EMD Amount: If EMD Fee is Percentage then EMD Percentage %	<b>Rs.1,00,000/-</b>
2(c)	EMD Exemption Allowed (Full / Partial / None)	None (without EMD Tender will be Rejected)
2(d)	If EMD Exemption Allowed is Partial, then EMD Exemption Percentage %	Nil
2(e)	EMD Fee Payable To *	ITI Ltd, Naini Unit, Allahabad
2(f)	EMD Fee Payable At *	Allahabad

**(F) Critical Dates:**

S. No.		Dates (DD/MM/YY)	Time (HH:MM)
01	Uploading Date on website	24-08-2018	10:00 AM
02	Document Sale / <b>Download</b> Start Date	24-08-2018	10:00 AM
03	Document Sale / <b>Download</b> End Date	13-09-2018	04:00 PM
04	Seek Clarification Start Date	24-08-2018	10:30 AM
05	Seek Clarification End Date	13-09-2018	04:00 PM
06	Pre Bid Meeting Date	NIL	
07	Bid Submission Start Date	24-08-2018	10:30 AM
08	Bid Submission End Date	14-09-2018	03:00 PM
09	Bid Opening Date	14-09-2018	03:30 PM

**(G) Uploading the Tender documents ;( only pdf, jpg, xls & rar files allowed)**

S No	File Name	Document Description (NIT / Tender / BOQ / Additional )	File Type	Size
01	New Admin Building for Rent Out at ITI Limited, Naini, Allahabad	Naini/Civil/1006/2018-19/07 Date:24.08.2018	pdf	280 KB

Note: Pl. use some prefix to the file name which can indicate the category it belongs to. e.g. NIT\_XXXXX / Tender\_XXXXX / BOQ\_XXXXX / Addl\_XXXXX, where XXXXX is 'Actual file name'

**Product Category \***  
**(Product Category depends on Tender category)**

**A- (If, Tender Category is Goods , choose from the following options available only )**

Aviation Computer-Data processing <b>Computer H/W</b> Computer Manpower <b>Computer S/W</b> <b>Electrical Work / Equipment</b> <b>Electronics Equipment</b> Food products Furniture / Fixture Gold and Silver coins / Bars Hiring of goods Hiring of vehicles <b>Maintenance contracts</b>	Mechanical Engineering Items Medals, Corporate mementos / Plates <b>Medical Equipments / Waste</b> Metal Plates Miscellaneous goods Non dietary items Pipes and pipe related activities Sports goods / Equipments Sugar and allied products Uniforms / Curtains / Clothes UPS <b>Others</b>
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**B- (If, Tender Category is Works , choose from the following options available only )**

Access Control System Adhesives Agricultural or forestry Architecture / Interior design Audio-Visual Equipment Cargo / container Ceramics Chemical / Minerals <b>Civil Work</b> Coal <b>Construction</b> Documentary film / Video film <b>Electrical Works</b> Entertainment / Musical instruments Explosive Government stock / Security Gypsum <b>Housekeeping / Cleaning</b> Industrial / Medical gas Information technology Iron / Steel materials Land / Building Machineries Marine works Metal fabrication	Metals Minings <b>Miscellaneous</b> Nobard and rural roads Non explosive Oil / Gas packaging Pesticide Plant protection input Power / Energy projects / Products / Services Publishing / Printing Pumps / Motors <b>Repair and Maintenance</b> Repair works Scrap / disposables Security system <b>Shipping / Transportation / Vehicle</b> Solid Waste Management <b>Stationery</b> Stones Support / Maintenance service Surgical and sutures Survey Textile Warehouse Water Equipments / Meter / Drilling / Boring
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**C-(If, Tender Category is [Services](#) , choose from the following options available only )**

<p>Aids and appliances for the disabled Air Compressor Air Conditioner Automatic Bus Washing Machine Bearings Bio-Fertilizer Production Material Bus Body construction Catering Services <b>Consultancy</b> Crane Services <b>Fire and Safety</b> Handy Craft Hotel / Catering</p>	<p><b>House Keeping</b> Jute Product Marine Services <b>Medicines</b> Miscellaneous Services <b>Network / Communication Equipments</b> Plant Protection Equipment Solar Water Heater <b>Stationery Items</b> Supply, Erection and Commissioning Survey and Investigation Services Weighing System</p>
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