

OPEN TENDER NOTICE
(Expression of Interest (EOI))

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.)

INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR (at present functioning from temporary campus at Rampurghat Road, Paonta Sahib) invites Expression of Interest (EOI) for hiring of building for accommodation (Hostel etc.) 30 to 50 No. rooms alongwith common/attached toilet-cum-bathroom facility located in Paonta Sahib.

Eligible and competent Service Providers/ Building owners/Agencies are requested to submit their offer in prescribed application form under two bid systems. The application form along with other EOI details & document can be downloaded from the IIM Sirmaur Website **www.iimsirmaur.ac.in**

EOI duly filled in documents, complete in all respects should reach the office of the Purchase Office, IIM Sirmaur addressed to the Purchase Officer, IIM Sirmaur, Paonta Sahib, H.P-173025. Last date for submission of Tender (EOI) is 17/06/2019 by 11.00 A.M. and received tenders will be opened at 03.30 P.M on same day in the presence of the tenderers or their representatives, if they so desire, at Rampurghat Road, Paonta Sahib.

Purchase Office, IIM Sirmaur

Signature of Bidder:.....

Date:.....

INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated: 24/05/2019

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.)

IMPORTANT INFORMATION & SCHEDULE

Name of Organization	INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR
Tender Type (Open/Limited/EOI/ Auction/Single)	EOI
Tender Category (Services/Goods/ works)	Service
Type/Form of Contract (Work/Supply/ Auction/Service/Buy/Empanelment/Sell)	HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.)
Date of publication of Notice for Expression of Interest	25/05/2019
Last date and time for Bid submission	17/06/2019 (11:00 AM)
No. of Covers (Two Bid System)	02
Date & Time of Opening of Technical and Financial Bids	17/06/2019 (3:30 PM)
Tender Fee	Rs. NIL
Place of Submission of EOI	Tender Box, Academic Block, IIM Sirmaur Address: Purchase Office, IIM Sirmaur, Rampurghat Road, Paonta Sahib-173025
Bid Validity days (180/120/90/60/30)	90 days (From date of opening of tender)
Address for Communication	Purchase Office, IIM Sirmaur Address: Rampurghat Road, Paonta Sahib-173025
E-mail Address	purchaseoffice@iimsirmaur.ac.in

Signature of Bidder:.....

Date:.....

INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated: 24/05/2019

**HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.) ESSENTIAL
FEATURES OF REQUIRED ACCOMMODATION**

1. The capacity of Building should 30 to 50 No. rooms along with common/attached toilet-cum-bathroom facility.
2. The distance between IIM Sirmaur, Rampurghat Road, Paonta Sahib Campus and hiring building should be within 10KM.
3. The hostel building is required to accommodate 2 or 3 students per room.
4. The accommodation should be neat and clean having well ventilated and airy rooms with habitable condition, hygienic environment.
5. Ample number of bathrooms and toilets in the accommodation must be in good and hygienic condition for required No. of students on Twin/ Triple sharing basis.
6. The adequate size of room should be filled with SUFFICIENT tube light/LED light, fans and wardrobe and study table and chairs and wall hanging bookshelves and beds.
7. Electricity and Potable Water for drinking, bathing and cooking, must be available round the clock in the accommodation throughout the year.
8. All the sanitary and water supply installations connections must have been provided in the facility.
9. Electrical installation and fittings like power plugs, switches, charging points etc. must be in place.
10. In emergency power backup / generator, facility should be available in the premises.
11. The building should have suitable provision and adequate space for running Mess for students.
12. The Service provider/ Building owner must provide document of Sanctioned Electricity load of the building.

Signature of Bidder:.....

Date:.....

INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated: 24/05/2019

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.)

TERMS & CONDITIONS

1. INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR (at present functioning at Rampurghat Road, Paonta Sahib) is desirous of hiring suitable Buildings / accommodation (Hostel etc.) 30 to 50 No. rooms located in Paonta Sahib on entirely temporary basis initially for a period of Two year (which may be further extendable on year to year basis upto maximum period of 4 years) on monthly rent basis. The hostel building is required to accommodate 2-3 students per room.
2. No commercial activity other than the accommodation will be carried out on the leased premises.
3. Regular Potable water and electricity should be available and necessary standby arrangements would be provided for water & electricity.
4. Selected party shall be required to execute a lease agreement containing detailed terms & conditions with **IIM Sirmaur**, in accordance with the provisions of the law applicable.
5. The Agreement shall be signed for a period of TWO years, which may be extended further on year to year basis upto maximum period of 4 years on mutually agreed terms and conditions on the satisfactory report of the students/staff.
6. Building offered must be free from all encumbrances, charges, claims and legal disputes etc. The land lord/owner is required to furnish an undertaking /affidavit dully attested by the competent authority swearing therein that the owner is not blacklisted / disqualified at any time by any government /authority from participating in the bidding process or has not been disqualified by any competent authority.
7. The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. However, the **IIM Sirmaur** shall pay all running charges with respect to electric power, light and water charges of the said premises during the lease period on the basis of actual consumption.
8. Building should be preferably three storey including ground floor, if more than 3 stories then lift must be available in working condition with all the safety features and with Safety Certificate
9. The **IIM Sirmaur** reserves the right to consider/reject any such proposal without assigning any reason. In case of rejection of application, the decision of competent authority will be final and binding and the party shall not be entitled to any compensation whatsoever for non issue of work.
10. The decision of the IIM Sirmaur will be final in case of any dispute arising in the implementation of the terms of the contract.
11. Service Maintenance charge should be mentioned, if any. IIM Sirmaur will not pay any Holding Tax or dues for hired building/premises.
12. The building should have been properly constructed according to the sanctioned plan of competent authority as per the requirements of town and country planning department / MC /Nagar Panchayat as the case may be, and as per the approved safety plans.

Signature of Bidder:.....

Date:.....

13. All property tax, all municipality tax, local taxes will be included in the rent. To Furnish details of such viz. Property tax, all Municipal Taxes and other Local Taxes being levied and paid in respect of the accommodation offered.
14. Clearance Safety certificate from Fire Department, Structure Safety Certificate from Building safety department in case of commercial building is essentially required.
15. Proper Fire safety arrangements are mandatory in the premises to be installed at the time of agreement.
16. Any other salient aspect of the building which the party may like to mention.
17. The agreement for hiring of buildings/accommodation shall come into force immediately after it is executed and shall remain in force for the period agreed upon.
18. **SECURITY:** The selected party has to submit Performance Security @ 10% of the annual rental value in form of a Bank Guarantee valid for six months after the expiry of the Lease Agreement period.
19. **PAYMENT:** IIM Sirmaur will only be liable to pay monthly charges of electricity and water supply on the basis of actual consumption and fixed monthly Service Maintenance charge, if any agreed between the parties. Payment will be made by cheque/RTGS/NEFT/PFMS month wise on submission of bill.
20. IIM Sirmaur will not be liable to pay any charge for the normal wear and tear of fittings and fixtures in the Building premises.
21. In event of any dispute arising between the land lord/owner and the IIM SIRMAUR during the currency of the contract or after conclusion thereof the same shall be settled by arbitration in accordance with the provisions of the arbitration and conciliation act 1996 or any statutory amendments thereof or any statute enacted for replacement thereof and shall be referred to the sole arbitrator to be appointed by the CAO, IIM SIRMAUR whose decision shall be final and legally binding on the parties. In the event of death, refusal, neglect, inability or incapability of the person so appointed to act as an arbitrator the CAO IIM SIRMAUR may appoint a new arbitrator. The venue of arbitration shall be the respective office of the sole arbitrator or a place suitable to IIM SIRMAUR unless otherwise specified in the arbitral award the cost of such arbitration shall be borne by the land lord and there will be no objection to this effect by any of the parties.
22. **PENALTY CLAUSE:** The IIM Sirmaur reserves the right to check and inspect the Hostel premises on regular basis by the authorized Officials / Expert Committee. In case of any deficiency or deviation in services from the clauses mentioned in the EOI/Agreement may impose penalty on the service provider / building owner for those deficient services. The penalty will be decided by the expert committee of the IIM Sirmaur and the decision will be binding on the service provider/ building owner.
23. **TERMINATION:** The Agreement may be terminated by giving three months' notice by the IIM Sirmaur. However, during such notice period the buildings/accommodation along with all ongoing facilities shall remain in the possession of IIM Sirmaur. The tenancy of IIM Sirmaur shall be governed by the prevailing law as applicable to the parties. The owner shall not with held any facility / necessary amenities provided in the building.

Signature of Bidder:.....

Date:.....

INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated: 24/05/2019

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.) PREPRATION & SUBMISSION OF PROPOSALS

1. The Applicants/Tenderer are advised to go through the tender documents and understand the requirement and terms and conditions specified therein before submitting the tender.
2. INDIAN INSTITUTE OF MANAGEMENT, SIRMAUR (at present running at Rampurghat Road, Near Dental College, Paonta Sahib) invites Expression of Interest (EOI) **under two bid systems** for hiring of building for accommodation (Hostel etc.) 30 to 50 No. rooms alongwith common/attached toilet-cum-bathroom facility located in and around Sahib on Monthly Rental Basis.
3. Eligible and competent Service Providers, Building owners/Agencies are requested to submit their offer in prescribed application form under two bid systems in the standard formats prescribed in the Tender documents, displayed as **TECHNICAL BID** Annexure : I & **FINANCIAL BID** as Annexure : II.
4. The tender documents can be downloaded from the IIM Sirmaur Website **www.iimsirmaur.ac.in** on any working day after publication of this notice.
5. All the requisite information should be filled up in prescribed form and the filled up application form, relevant information and required document should be clearly readable and all the pages of the document should be signed by authorized signatory.
6. **PREPRATION OF BIDS:** The offer/bid should be prepared in two-bid systems (i.e.) in prescribed format as Technical bid and Financial bid. The technical bid should consist of all technical details along with commercial terms and conditions and sporting documents. Financial bid should indicate only price.

Technical Bid: Technical Bid should contain the following:

- I. **Technical Bid:** Technical Bid should contain the company Profile on printed letter head of the Bidder's firm in prescribed TENDER FORM as TECHNICAL BID FOR PRE-QUALIFICATION in ANNEXURE "I" along with all other required information /documents etc.

Technical Bid shall contain papers regarding:

- a. Filled up application for TECHNICAL BID FOR PRE-QUALIFICATION Prescribed as **Annexure-"I"** duly signed on each page by the authorized signatory of the bidder as a mark of acceptance of all conditions of the EOI.
- b. Ownership document of the building Or Agreement Copy if the premise is on lease.
- c. Fire safety certificate from fire safety department.
- d. Structural safety certificate from competent authority (Both in case it is a commercial building).
- e. Document for sanctioned Electricity load.
- f. Income Tax /PAN/GST Registration Certificates
- g. All other requisite documents in support of Bid

- II. Financial Bid:** Financial bid should contain Providers / Building owners/ Agencies name and **monthly Rental** including all charges to be quoted by bidder. The Financial proposal shall not include any conditions to it and any such conditional financial proposal shall be rejected summarily. The Financial has to be submitted in the format as prescribed TENDER FORM as **FINANCIAL BID ANNEXER-II"**.

Signature of Bidder:.....

Date:.....

- III. These envelopes should be securely sealed separately and clearly marked as **“Envelope No: 1–Technical Bid”** and **“Envelope No: 2– Financial Bid”** respectively.
- IV. The envelopes containing the Technical bid, Financial bid, shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and **“BID FOR HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.) FOR IIM Sirmaur”**. It will also mention the name of the Providers/ Building owners/Agencies with address.
7. The IIM Sirmaur shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and / or marked as stipulated. This may be reason for rejection of the bid. If the financial proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the proposal non- responsive.
8. EOI duly filled in documents, complete in all respects should reach the office of the Purchase Officer, IIM Sirmaur addressed to IIM Sirmaur, Paonta Sahib, H. P-173025. Last date for submission of Tender (EOI) is 17/06/2019 by 11.00 A.M. and received tender will be opened at 3.30 PM on same day in the presence of the tenderers or their representatives, if they so desire, at Rampurghat Road, Paonta Sahib.

Signature of Bidder:.....

Date:.....

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated:24/05/2019

APPLICATION FORM

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.) FOR IIM SIRMAUR

Sl. No.	Requisite Information	Firms Response
1.	Name of The Service Provider(s)/ Building owner(s)/Agencies
2.	Full Address of the Service Provider(s)/ Buildingowner(s)/ Agencies
	Telephone /Mobile No.
	E mail ID	
3.	PAN No. details	
4.	Legal Status of holding: 1.Building Proprietorship 2.Building Partnership 3.Building on Lease 4. Other, specify. (Attach the documentary proof)	
5.	Detail Location & Address of Building offered to be HOSTEL ETC. Premises
6.	Total Area offered for rent: 1.Total Carpet Area (in Sq. ft) 2.Total covered area (in Sq. ft) 3.Total Plinth Area(in Sq. ft)
7.	Distance of offered Hostel Premises	

Signature of Bidder:.....

Date:.....

	from IIM Sirmaur, Rampurghat Road, Paonta Sahib Premises with layout and drawings of Hostel premises.	
8.	Road width (In Feet)/ Landmark where the accommodation is situated.	
9.	If Building is as hostel, attached Valid license.	
10.	Have Lift provision in offered Building?	
11.	Have Valid Electric Power in offered Building?	
12.	Have alternate provision of Electric supply in the offered Building?	
13.	Are there any items or special services Charges intended to be provided for payment of additional charges (besides the rent)? If so, please indicate each such service/intended to be provided with details of such charges separately.	1. 2. 3. 4.
14.	Attach the Following documents: 1. Ownership Documents 2. Building approved Drawings 3. Structure Certificate 4. Fire Safety clearance Certificate 5. No of Fire Extinguishers installed 6. Sanctioned Load from respective Authorities
15.	Agreed to provide all amenities as per tender document?	
16.	Agreed to sign for a period of TWO year, which may be extended for a further period on year-to-year basis upto maximum of 4 years?	
17.	Agreed to deposit security as specified?	
18.	Whether agrees to abide by the terms and conditions of the tender document? In the event of award of	

Signature of Bidder:.....

Date:.....

	the contract?	
19.	Name of Contract Person & Mobile No. -----
20.	Details of Bank :	Name of Bank: _____ Account No.: _____ Account Holder _____ IFSC Code: _____ MICR Code: _____
21.	GST No., if any	
22.	Payment Terms agreed as Specified in tender documents.	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application/ contract and that Rampurghat Road, Paonta Sahib reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory) Name
of signatory:

Date:.....

Place:.....

Signature of Bidder:.....

Date:.....

ANNEXURE-II

Tender Notice No.: IIMS/PUR/HOSTEL ACCOMODATION/01/2019-20 Dated:24/05/2019

FINANCIAL BID

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL ETC.) FOR IIM SIRMAUR STUDENTS

Sr. No.	Description of Charges	Amount (Rs)
1.	Rent of premises for one month	In Figures (Rs):..... In Words (Rs.).....
2.	Rate of Water Charge Monthly	In Figures (Rs):..... In Words (Rs.).....
3.	Service Maintenance charges Monthly	In Figures (Rs):..... In Words (Rs.).....

(Signature of the authorized Signatory) Name of

signatory:

Name of the Service Provider(s)/

Building owner(s)/Agencies :

Date:.....

Place:.....

Signature of Bidder:.....

Date:.....

CERTIFICATE

I _____ Son/Daughter / Wife of Shri _____ Proprietor /
Director/authorized signatory of the agency/Firm, mentioned above, is competent to sign this
declaration and execute this tender document;

1. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
2. I, do hereby certify that I / my representative/ representative of our firm/company shall place the samples of items quoted by me/us/our firm/company (without indicating price, clear marking of firm/agency name in each of item) to Store Department of Indian Institute Management, Sirmaur, on the receiving of official intimation from competent Authority of IIM SIRMAUR regarding the "Technical Responsiveness of me /us/ our firm/company for this Tender".
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I, do hereby declare that the I/we/our firm/company has neither been black listed nor any criminal case is pending against me/us/him/our firm/our company (attach an affidavit duly notarized on Stamp Paper Worth of Rs. 50/-) stating that I/we/our firm/company has never been Black listed and no criminal case etc./ is pending against me /us/our firm/company) by any of the Govt. Institute/Ministries /Departments/PSUs.

Signature of authorized person

Date: _____ Full Name: _____

Place: _____ Seal: _____

Signature of Bidder:.....

Date:.....