

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)
FOR HIRING OF BUILDING FOR HOSTEL ACCOMMODATION
FOR 250 STUDENTS AT ADITYAPUR JAMSHEDPUR**

**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY RANCHI
AT NIT JAMSHEDPUR**

Tender Notice No.: IIITR/Coordinator/06/2018/841Dated:28/06/2018

HIRING OF BUILDING FOR HOSTEL ACCOMMODATION

Indian Institute of Information Technology, Ranchi (at present running in at NIT Jamshedpur) invites Expression of Interest (EOI) for hiring of building for hostel accommodation for 250 students located in and around NIT Jamshedpur within 3 KM radius on Monthly Rental Basis.

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 and document can be downloaded from the IIIT Ranchi website www.iiitranchi.ac.in **OR** can be obtained from the office of the Coordinator, IIIT Ranchi addressed at Computer Center NIT Jamshedpur – 831014 in person on any working day after publication of this notice.

EOI duly filled in documents, complete in all respects should reach the office of the Coordinator, IIIT Ranchi addressed to Computer Center NIT Jamshedpur – 831014. Last date for submission of Tender (EOI) is 19/07/2018 up to 11.00 A.M. and received tender will be opened at 11.30 A.M on same day in the presence of the tenders or their representatives, if they so desire, at NIT Jamshedpur.

Coordinator, IIIT Ranchi

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, RANCHI

Tender Notice No.: IIITR/Coordinator/06/2018/841 Dated: 28/06/2018

OPEN TENDER NOTICE (Expression of Interest (EOI))

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Coordinator, IIIT Ranchi

Copt To:

1. Institute Notice Board
2. Institute web site

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HIRING OF BUILDING FOR HOSTEL ACCOMMODATION

IMPORTANT INFORMATION & SCHEDULE

Name of Organization	Indian Institute of Information Technology, Ranchi
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Service
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/Sell)	HIRING OF BUILDING FOR HOSTEL ACCOMMODATION
Date of publication of Notice for Expression of Interest	28/06/2018 (11:00 Hrs)
Last date and time for Bid submission	19/07/2018 (11:00 Hrs)
No. of Covers (Two Bid System)	02
Date & Time of Opening of Technical Bids	19/07/2018 (11:30 Hrs)
Date of Visit to Proposed Hostel Premises by Expert Committee	20/07/2018 (15:00 Hrs)
Date for opening of Financial Bids	23/07/2018 (11:00 Hrs)
Tender Fee	Rs. NIL
Place of Submission of EOI	Coordinator, IIIT Ranchi Address: Computer Centre NIT Jamshedpur 831014
Bid Validity days (180/120/90/60/30)	90 days (From date of opening of tender)
Address for Communication	Coordinator, IIIT Ranchi Address: Computer Centre NIT Jamshedpur 831014
Helpline No.	09431085066 0657-2373629,2374249
E-mail Address	achoubey.ece@nitjsr.ac.in

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HIRING OF BUILDING FOR HOSTEL ACCOMMODATION

ESSENTIAL FEATURES OF REQUIRED ACCOMMODATION

1. The capacity of Building should accommodate around 250 students.
2. The distance between NIT Jamshedpur Campus and hiring building should be within 3KM.
3. The hostel building is required to accommodate 2 or 3 students per room.
4. The accommodation should have well ventilated and airy rooms with habitable condition, hygienic environment, neat and clean.
5. Ample number of bathrooms and toilets in must be in good condition and hygienic for required No. of students on Twin/ Triple sharing.
6. The adequate size of room should be filled with SUFFICIENT tube light/LED light, fans and wardrobe.
7. Electricity and Potable Water for drinking, bathing and cooking, must be available round the clock.
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.
11. The building should have suitable provision and adequate space for running Mess for students.
12. The electricity & water supply service shall be provided by the owner at his own cost & expenses.
13. The Service provider/ Building owner must provide document of Sanctioned Electricity load.

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TERMS & CONDITIONS

1. Indian Institute of Information Technology, Ranchi (at present running at NIT Jamshedpur) is desirous of hiring suitable Buildings / accommodation for Hostel for required No. of Students (250 No. of Students) located in and around NIT Jamshedpur within 3 KM radius on entirely temporary basis initially for a period of One year on monthly rent basis. The hostel building is required to accommodate 2-3 students per room.
2. No commercial activity other than the Hostel 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 **IIIT Ranchi**, in accordance with the provisions of the law applicable.
5. The Agreement shall be signed for a period of ONE year which may be extended for a further period on mutually agreed terms and conditions on the satisfactory report of the students.
6. Building offered must be free from all encumbrances, claims and legal disputes etc.
7. The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. However, the **IIIT Ranchi** 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 **IIIT Ranchi** 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 IIIT Ranchi 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. IIIT Ranchi will not pay any Holding Tax or dues for hired building.

12. The building should have been properly constructed as per the approved safety plans.
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.
15. Proper Fire safety arrangements are mandatory.
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:** IIIT Ranchi will only be liable to pay fixed monthly charge, electricity and water supply on the basis of actual consumption and fixed monthly Service Maintenance charge if any. Payment will be made by cheque/RTGS/NEFT month wise on submission of bill.
20. If building capacity will be found not suitable accommodation for 250 students, then the rent will be paid only for actual student accommodation strength of building and payment will be made on pro-rata basis based on rent mentioned above.
21. IIIT Ranchi will not be liable to pay any charge for the normal wear and tear of fittings and fixtures in the Building premises.
22. **PENALTY CLAUSE:** The IIIT Ranchi 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 IIIT Ranchi and the decision will be binding on the service provider/ building owner.
23. **TERMINATION:** The Agreement may be terminated by giving three month's notice by the either party to the Agreement. However, during such notice period the buildings/accommodation along with all ongoing facilities shall remain in the possession of IIIT Ranchi.

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HIRING OF BUILDING FOR HOSTEL ACCOMMODATION

PREPARATION & SUBMISSION OF PROPOSALS

1. The Applicants/Tenders 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 Information Technology, Ranchi (at present running at NIT Jamshedpur) invites Expression of Interest (EOI) **under two bid systems** for hiring of building for hostel accommodation for 250 students located in and around NIT Jamshedpur within 3 KM radius 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 : 1 & **FINANCIAL BID** as Annexure : 2
4. The tender documents can be downloaded from the IIIT Ranchi website **www.iiitranchi.ac.in** OR can be obtained from the office of the Coordinator, IIIT Ranchi addressed at Computer Center NIT Jamshedpur – 831014 in person 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 clearly readable and all the pages of the document should be signed by authorized signatory.
6. **PREPARATION 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 supporting 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 ANNEXER "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 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"**.

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 HOSTEL ACCOMMODATION FOR IIIT RANCHI**". It will also mention the name of the Providers/ Building owners/Agencies with address.

7. The IIIT Ranchi 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 Coordinator, IIIT Ranchi addressed to Computer Center NIT Jamshedpur – 831014. Last date for submission of Tender (EOI) is 19/07/2018 up to 11.00 A.M. and received tender will be opened at 11.30 A.M on same day in the presence of the tenderers or their representatives, if they so desire, at NIT Jamshedpur.

9. Technical bids submitted by the bidders would be examined and their premises would be inspected by the expert committee constituted by the IIIT Ranchi.

10. The financial bids of only those bidders will be opened whose premises have been found to comply with the technical requirements and essential features of the hostel.

ANNEXURE-I

Tender Notice No.: IIITR/Coordinator/06/2018/841 Dated: 28/06/2018/2018

APPLICATION FORM**HIRING OF BUILDING FOR HOSTEL ACCOMMODATION FOR IIIT RANCHI**

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)/ Building owner(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 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	

	from NIT Jamshedpur 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 Eclectic 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 ONE year which may be extended for a further period?	
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	

	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.	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/ contact and that NIT Jamshedpur 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:

ANNEXURE-II

Tender Notice No.: IIIITR/Coordinator/06/2018/841 Dated: 28/06/2018

FINANCIAL BID

HIRING OF BUILDING FOR HOSTEL ACCOMMODATION FOR IIIIT RANCHI

Sl.No.	Description of Charges	Amount (Rs)
1.	Rent of premises for 250 students for One month	In Figures (Rs):..... In Words (Rs.).....
2.	Rate of Electric Charge in Unit	In Figures (Rs):..... In Words (Rs.).....
3.	Rate of Water Charge Monthly	In Figures (Rs):..... In Words (Rs.).....
4.	Service Maintenance charges Monthly	In Figures (Rs):..... In Words (Rs.).....

Note: If building capacity will be found not suitable accommodation for 250 students, then the rent will be for actual student accommodation strength of building and payment will be made on pro-rata basis based on rent mentioned above.

(Signature of the authorized Signatory)

Name of signatory:

Name of the Service Provider(s)/

Building owner(s)/Agencies :

Date:.....

Place: