



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान / National Institute of Fashion Technology

वस्त्र मन्त्रालय, भारत सरकार / (Ministry of Textiles, Govt. of India)

Bhopal-Indore Bypass Road, Bhauri, BHOPAL – 462 030. Website :www.nift.ac.in/bhopal

EOI FOR HIRING 03 BHK ACCOMMODATION WITH CARETAKER ROOM

Time schedule for the tender process:

Date of publication of EOI notification in the newspaper as well as NIFT Bhopal official website	22 nd October 2022
Closing date & time for submission of duly filled in EOI	1 st November 2022, 04:00 pm
Date of the opening EOI	1 st November 2022, 05:00 pm

Note: *This tender document contains 10 Pages (total no. of pages including Annexures) and tenderers are requested to sign on all the pages.*

1. **INTRODUCTION:**

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 18 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professionals and students in the field of fashion. NIFT has its head office in New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Panchkula, Patna, Raibareli, Shillong, Srinagar and Daman.

Presently, NIFT Bhopal has been functioning from its permanent campus at Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030 (Madhya Pradesh).

2. **NOTICE INVITING EOI**

The NIFT Bhopal Centre invites Expression of Interest (EOI) for the hiring of 03 BHK (Furnished / Semi-Furnished) Accommodation with caretaker room, close to Bhopal Airport, and within 10 kms of NIFT, Bhopal (Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030). The caretaker room should have an independent entry and a separate toilet/bathroom. Monthly rent should be quoted initially on a fixed basis for a period of 3(three) years with a provision of further extension of 2(two) years with mutual consent of both the parties.

The details of the EOI are given below:

- a. Description of Services: Hiring of 03 BHK (Furnished / Semi-furnished) Accommodation with caretaker room close to Bhopal Airport and within 10 kms from NIFT, Bhopal (Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030). The caretaker room should have an independent entry and a separate toilet/bathroom.

Requests received against the EOI shall be processed in two parts (Technical & Financial).

Place of opening Tender. :

Office of the Joint Director,
National Institute of Fashion Technology,
Bhopal-Indore- Bypass Road,
Bhauri, BHOPAL-462030 (Madhya Pradesh)

Address for Communication:

The Joint Director,
National Institute of Fashion Technology,
Bhopal-Indore- Bypass Road,
Bhauri, BHOPAL-462030 (Madhya Pradesh).

A. TERMS AND CONDITIONS TO BE SATISFIED:

1. The successful party will be declared as 'the lessor' which means and includes not only the party but also his legal heirs, successors, successors in office, legal representatives.
2. Any change in the ownership of the premises shall be notified forthwith by the lessor to the lessee in writing and such change shall not relieve the succeeding owner of liabilities under this contract.
3. In case a particular party owns more than one premises and he wishes to submit EoI in respect of those premises, he should submit separate EoI containing technical document and price quotation in respect of each premises.
4. In case of co-owners/joint owners, the technical document & Price quotation should be signed by all the co-owners/joint owners. In case any one of the owners chooses to sign the EOI documents, he should invariably submit an authorization to do so from the remaining owners.
5. The building in which office space is offered shall have all basic amenities like proper water connection/facilities, adequate fire protection system as per local authority requirements etc. The building should have separate electricity and water connections. Sufficient wiring and metres should be in place to take up electricity load for air conditioning of the premises.
6. In case of damage to the leased property due to any natural calamities, rioting etc, NIFT, Bhopal will not undertake to compensate the loss or damage incurred by the owner of the property.
7. The EOI will be acceptable from the original owner/lease holder/power of attorney holder of the building/property or their authorized agents. The lease deed would however be executed by the original owner / lease holder. The lease deed would be executed after the verification of documents by NIFT, Bhopal.
8. NIFT, Bhopal will not make any security deposit or any brokerage for the offered property under any circumstances.
9. The lease rental shall be subject to TDS as per the provisions of the Income Tax Act in force along with all statutory laws as applicable from time to time.
10. For the floor area measurement a certificate from the registered architect or any government authority should be submitted along with the technical document.
11. EOI not conforming to these requirements shall be rejected and no correspondence will be entertained in this regard whatsoever.
12. After opening of the technical document and before evaluation of the same, the Committee constituted by the lessee (NIFT, Bhopal) shall inspect the premises and ascertain its suitability for the purpose of setting the office. In case the committee finds the premises not suitable for the purpose of setting up of the office, the technical document submitted by such a owner will not be evaluated and the Price quotation of the owner will not be opened. The decision of the committee in this matter will be final.
14. NIFT, Bhopal reserves the right to shortlist any offer or reject any offer or cancel the requirement altogether without assigning any reason.

15. Overwriting, alterations, if any, in the document should be signed by the authorized signatory.

16. Possession of the accommodation in the ready-to-move-in condition will be handed over to NIFT, Bhopal within 3(three) months from the date of signing the contract. The rent would be payable from the date of actual possession of the hired property.

17. All the minor repairs such as leakage in the water taps and electrical fuses shall be carried out by NIFT and all other major repairs such as leakage in electricity, bursting of water supply pipes or cracks in the walls or defects in the concealed wiring/sanitary fittings, repairs in the building outside or common area will be carried out by the owner. In case owners fail to carry out such repairs after being notified by NIFT, NIFT shall be entitled to make the major repairs with mutual consent of the owner and recover such cost from the rent payable to the owner.

B. The Following documents should be submitted along with EOI Document:

- i) Documents in support of ownership of building / Land and construction thereon.
- ii) Copy of PAN No. of original owner of premises.
- iii) Proof that the applicant is the original owners or lease holders or power of attorney holders or authorized agents of properties.
- iv) Certificate of authorized signatory from CEO, if the owner is a firm, Society etc.
- v) An affidavit swearing that the space offered is free from any litigation with respect to its ownership, lease/renting against the same.
- vi) No Objection Certificate/clearance certificate from all relevant Central/State Government and Municipal authorities, including Fire Department, for commercial/institutional/office / dual use of the property.
- vii) Copies of approved plan of the accommodation offered.
- viii) Attested/self-certified copy of completion certificate issued by the competent authority.
- ix) Proof / certificate from the authorized registered architect certifying the floor area of the space offered for hiring.
- x) Updated copies of all Municipal/other applicable tax receipts.

C. Instructions to bidders and evaluation criteria:

- 1) Building offered must be free from legal disputes etc. Documentary Proof of ownership of Building, payment of all Taxes, Duties, Dues, etc. must be submitted along with this EOI Document.
- 2) Selected party shall be required to sign a Rent Agreement with the designated authority NIFT, Bhopal in accordance with the provisions of the law applicable. The Agreement shall be signed initially for a period of 03(Five) years and renewed further as per the requirements of the user and with mutual consent.
- 3) Monthly rent should be quoted initially on a fixed basis for a period of 3(three) years.

Incremental/Decremental rates of rent for the extended period may also be indicated in percentage terms. Quoting parties may note that no increase in Rental Charges per month will be allowed during the initial three years of the Agreement period.

4) Intending Parties may furnish complete details in the Questionnaire given in **Annexure – I** **Annexure – II** and details as per **Annexure-III** of this document.

5) All existing and future rates, taxes including property taxes, assessment charges and other outgoings whatsoever of description in respect of the said premises payable by the owner thereof, shall be continued to be paid by the landlord.

6) NIFT, Bhopal shall pay charges in respect of electric power used on the said premises during the lease period. No separate payment shall be made for utilizing water.

7) NIFT, Bhopal may, at any time during the period of the rent /extended rent Period make such structural alterations to the existing buildings such as partitions, office fixtures and fittings as may be easily removable.

8)

i) TECHNO-COMMERCIAL BID -

Interested parties should submit the complete Expression of Interest document, including **Annexure – I , Annexure – II** and **Annexure - III** duly filled in and ink signed at the bottom of each page, in token of having accepted the terms and conditions. These documents as well as additional information and the documents called for in EOI document should be sealed in an envelope superscripted: **TECHNICAL DOCUMENT FOR 03 BHK (Furnished / Semi-furnished) ACCOMMODATION WITH CARETAKER ROOM “NIFT, BHOPAL”**.

ii) PRICE BID

Price Quotation for monthly rent (both in figures and words), in lump sum strictly as per Annexure-II, may be put in second envelop duly sealed and superscripted:

PRICE QUOTATION FOR MONTHLY RENT FOR 03 BHK (Furnished / Semi-furnished) ACCOMMODATION WITH CARETAKER ROOM “NIFT, BHOPAL”.

Both this envelopes may then be put in another bigger separate cover. This third cover may also be sealed and bear superscription:

“EOI FOR 03 BHK (Furnished / Semi-furnished) ACCOMMODATION WITH CARETAKER ROOM “NIFT, BHOPAL”.

9) The EOI offer should be sent either by speed post or may be submitted in drop box so as to reach office of The Joint Director, National Institute of Fashion Technology, Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030 on or before 04:00 pm on 01.11.2022.

10) Requests received against the EOI shall be processed in two parts. All information and documents furnished in response to this invitation including Annexure – I shall be deemed to be a technical offer. In the event prices are indicated by the party in the Technical document, the EOI

request shall stand rejected. Details furnished in the Technical Offer shall be assessed/ evaluated. Price quotation of only those bidders/parties shall be opened on a later date whose Technical Offers are found acceptable and suitable by the committee.

11) Rent charges shall be paid at the fixed rate at the end of each month or as per the Lease Agreement entered into with the party on the Terms & conditions mutually agreed.

12) In the event of Technical offer being found acceptable, the selected party will be required to furnish the original copy of the Title Deed of the Property along with proof of identity of the owner along with photograph(s) before the price bids are opened. Original Documents shall be returned after decision is taken to open price bids or otherwise.

13) Quoting parties may keep their offer valid for a period of 90 days. Offers with a shorter validity or inconsistent with the requirements set out in this EOI shall be ignored summarily and no representation in this regard shall be entertained by **NIFT, BHOPAL**.

14) The “**Price quotations for monthly rent for 03 BHK (Furnished / Semi-furnished) Accommodation with Caretaker Room “NIFT, BHOPAL”**” of the selected technical offers only will be opened.

15) The decision of **NIFT, BHOPAL** will be final and cannot be challenged.

16) If any special offers, additional facilities are there from the owner’s side that will be mentioned as separate attachment.

Annexure-I
(TECHNICAL BID)

1. Name of Person / Party holding Title to the Property:
2. Nationality of the Owner :
3. Full Postal Address of Property with PIN code :
4. Total Carpet Area in Sqr feet (Floor wise)
5. Contact Details Name :

Mobile No:

Fax :

E-mail :

6. Essential Documents Furnished (please tick mark the correct option)

(I) Copy of **TITLE DEED OF THE PROPOSED PROPERTY:** YES / NO

(II) Copy of building plan : YES / NO

PLEASE INDICATE:

(I) Whether it is an Independent Building for exclusive use of office of NIFT, Bhopal without sharing

YES / NO

(II) General Amenities / Toilets available on each room :

YES / NO

(V) Parking Space for 1(one) Car and 1(one) two-wheeler :

YES / NO

(VI) Number and Area of Cabins / Rooms already built up :

YES / NO

(if yes, please attach details)

(VII) Any Temporary Structure Built up with area of each such Structure :

YES / NO

(VIII) Whether proposed building is free from all Claims, Litigations:

YES / NO

(IX) Whether proposed building is PHYSICALLY VACANT:

YES / NO

(X) Whether all Govt. dues, (property) Taxes Electricity, Telephone, Water Bills are paid up as on date of Application with : (DOCUMENTARY PROOF should be furnished).

YES / NO

(XI) Water Storage Tanks fitted on the roof :

YES / NO

(If yes , Water storage capacity (In Litres) –

(XII) Other Information which the Indenting Party wishes to furnish :

Annexure -II
(PRICE BID)

- a) Name:
b) Address (office & residence):
c) Address of Property offered:

Sl. No	Brief Description	Total Carpet area	Rent quoted per square foot	Total amount /Month in Rs.
1	Property offered			
2	Taxes if any			
3	Any other charge			
	Total			

Total Monthly rental (in figures inclusive of every charge): Rs.

Total Monthly rental (in words inclusive of every charge): Rs.

Incremental/Decrement rates of rent for the extended period in percentage: (After three year period)

Signatures:

Name:

Designation:

Note:

- a. Quote should be covering all taxes and duties.
- b. Total Monthly rent shall be the amount payable by NIFT, Bhopal monthly as rent.
- c. Rates should be quoted in figures and words without any errors, overwriting or corrections and should include all applicable taxes etc. In case of any discrepancy between the amount mentioned in number and words, the amount mentioned in words shall prevail.

Annexure-III

DECLARATION

Is/ohereby offer the premises stated in the Annexure I for rent to NIFT, Bhopal. Whatever is stated in the EoI document is true to the best of my knowledge and ability. I have not changed the contents of the EoI document and have duly verified and signed the same.

Yours faithfully,

Name & signature with stamp (if any) of party
or Authorized Signatory

I agree to:

1. All the terms and conditions mentioned above.
2. Bear all the taxes and cess related to the premises.
3. My / our offer will be valid for the next 03 (Three) months, from the date of offer.
4. I/we agree to lease the premises in favour of NIFT for 03(three) years with two options of 02(two) years each.
5. Execute lease deed in NIFT's standard lease deed.
6. Any other terms and conditions (Please specify).

Encl: Plan of the premises.

Signature of Tenderer: _____

Name of the Authorized Signatory: _____

Address: _____

Contact No. _____

Date:

Place: