

National Highways & Infrastructure Development Corporation Ltd.
(Ministry of Road Transport & Highways; Govt. of India)
Regional Office Aizawl, Mizoram
Contact No.: -0389-2316335

NOTICE INVITING QUOTATIONS/ TENDERS

Sub: - RFP for Hiring of office space on a lease basis for a period of three years for its Site Office at Phaibawk under PMU-Kolasib in the State of Mizoram.

The last date for receipt of complete tender in the office of the undersigned is 18.11.2025 up to 12:00 hours

For further details, please visit the NHIDCL website.

The Format of the bidding document can be downloaded from the NHIDCL website (www.nhidcl.com).



Adelbert Susngi
Executive Director (Projects)
NHIDCL Regional Office-Aizawl
2nd Floor, T-86, Tuikhuahtlang,
Aizawl, Mizoram-796001,
Email id:ro-mizoram@nhidcl.com
Contact: 0389-2316335

National Highways & Infrastructure Development Corporation Ltd. (Ministry of
Road Transport & Highways; Govt. of India)
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Subject: Hiring of office space on a lease/rent basis for a period of three years for its Site Office at Phaibawk under PMU-Kolasib in the State of Mizoram.

Sealed quotations in the form of techno-commercial bids are invited from the owners who have “ready to move in” premises and can hand over such premises to NHIDCL on lease for a period of three years.

1. Scope of work:

NHIDCL invites bids for hiring office space of a minimum 100 Sqm carpet Area having facilities of sufficient rooms with attached toilets, kitchen/canteen, common area, Parking space for 01 (one) vehicle, etc., on a lease basis for a period of at least (03) three years.

2. Submission of bid

The offer/ proposal should be submitted in two separate sealed covers consisting of:

Duly filled Technical proposal in the specified format as at Annexure-I, along with attested photocopies in support of the ownership title of the property and documents in support of the other technical aspects mentioned therein.

Financial proposal in the specified format as at Annexure-II.

Both of these covers should be super-scribed as “Technical Proposal” and “Financial Proposal” respectively, and should be kept in one sealed cover marked “BIDS FOR NHIDCL PREMISES AT PHAIBAWK”. Bids not received in the prescribed pro-forma will be liable to be rejected.

3. Evaluation of bids

A minimum score of 60 (out of 100) is required for qualifying in technical bid Evaluation based on the following criteria: -

Sl No	Particulars	Marks
1	<u>Suitability of location:</u>	20
	Address of the building indicating its location, Municipality:	
	Ward No. locality & other identification marks, such as Dag	

	No., PattaNo.etc.	
2	Plan of building and area to be leased:	15
	A copy of the sanctioned plan of the building including	
	NOC (with seal and signature of J.M.DA/Municipality Authority) showing various dimensions, wall thickness, Land boundaries, compound wall etc. (Drawing/Plans shall all be submitted with Signature of both houseowner and authority of hired department.-	
3	Year of construction of the building & type of building	15
4	Area of vacant land to be used by the Company.	15
5	Water supply: Whether Municipal water supply is available or not, whether it is from ring well or hand pump; suitability of water for drinking should also be indicated.	5
6	Type of sewerage or drainage systems	5
7	Electricity: Whether surface concealed wiring.	5
8	Fencing/compound wall :Is there any proper Fencing/Compound wall.	5
9	Basic furnishing and fixtures including Fans, Lights etc	15

Only those bids which qualify technically (minimum of 60 marks out of 100) would be considered for financial evaluation.

100 marks will be awarded to the bidder having the highest marks in the technical evaluation, pro-rata marks will be awarded to all other bidders on the basis of L-1.

The final evaluation will be done on the basis of the Quality & Cost Based Selection system (QCBS), i.e., 60% weightage for technical qualification and 40% weightage for financial parameters.

4. Resolution of dispute

In case of dispute, the decision of the Executive Director (Projects), NHIDCL, RO-Aizawl, shall be final.

5. Payment

The Rent will be payable from the date of handing over vacant possession of the premises to NHIDCL after completion of necessary repairs, renovation, and additions, etc., and will be payable monthly on submission of invoices by cheque /ECS /RTGS / NEFT transfer within 15 days. However, in unforeseen circumstances, if the rent is not paid on time, the company shall not pay any interest on late payment.

6. TERMS AND CONDITIONS:

General Terms and Conditions for hiring of office space on a lease /rent basis are mentioned in the Draft Contract Agreement, which may be downloaded from the official website of NHIDCL.

7. The format for the bidding document may be downloaded from the official website of NHIDCL (<https://www.nhidcl.com>) in the current tender's section.

8. Last Date of submission: The tender complete in all respects should reach the Office of Executive Director (Projects), NHIDCL RO-Aizawl 2nd Floor, T-86, Tuikhuahtlang, Aizawl, Mizoram-796001, Contact: 0389-2316335 by 18.11.2025 up to 12:00hrs.

9. Bid Security deposit:- Interested Bidders have to deposit a Bid Security money in the form of a Demand Draft for an amount of Rs. 500.00/-, which shall be in the custody of NHIDCL till the entire Bidding process is completed

10. Opening of Tender: The Technical Bids shall be opened at 13:00 hrs on the last day of the receipt of tender, i.e., 18.11.2025.

11. NHIDCL reserves the right to reject any or all of the tenders without assigning any reason.

12. Any change or amendment to this notice will be posted on the company website (<https://www.nhidcl.com>) only.



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Format for TECHNICAL BIDS

Subject: Hiring of office space on a lease/rent basis for a period of three years for its Site Office at Phaibawk under PMU-Kolasib in the State of Mizoram.

S.No.	Particulars /Checklist of documents to be submitted along with Bids	Supporting Documents submitted (Yes/No)
1	<u>Suitability of location:</u> Address of the building indicating its location, Municipality: Ward No. locality & other identification marks, such as Daag No., PattaNo.etc.	
2	<u>Plan of building and area to be leased:</u>	
	A copy of the sanctioned plan of the building including NOC (with seal and signature of J.M.DA/Municipality Authority) showing various dimensions, wall thickness, Land boundaries, compound wall etc. (Drawing/Plan shall be submitted with signature of both house owner and authority of hired department. -	
3	Year of construction of the building & type of building	
4	Area of vacant land to be used by the Company.	
5	Water supply: Whether Municipal water supply is available or not, whether it is from ring well or hand pump; suitability of water for drinking should also be indicated	
6	Type of sewerage or drainage systems	
7	Electricity: Whether surface or concealed wiring.	
8	Fencing/compound wall:	
	Is there any proper fencing/Compound wall	
9	Basic furnishing and fixtures, including Fans, Lights, etc	

I / We undertake to execute an agreement to lease / regular lease deed, in your favour, containing the mutually accepted/sanctioned terms of the lease at an early date. I / We undertake to bear the entire charges towards stamp duty and registration of the lease deed

Signature of Property/ House/ Building owner along with name

FINANCIAL BID

Subject: Hiring of office space on a lease/rent basis for a period of three years for its Site Office at Phaibawk under PMU-Kolasib in the State of Mizoram.

I / We, refer to your advertisement dated in (here mention name of the newspaper/website) and offer to give you on lease the premises described here below for NHIDCL SO-Phaibawk under PMU-Kolasib.

Rent payable at the following rate:-

Total carpet area offered for rent/lease	Rate per Sqm (inclusive of all taxes and charges) on carpet area basis.	
	Amount in figures	Amount in words

I / We undertake to execute an agreement to lease / regular lease deed, in your favour, containing the mutually accepted/ sanctioned terms of the lease at an early date. I / We undertake to bear the entire charges towards stamp duty and registration of the lease deed

Signature of Property/ House/ Building owner along with name