

**National Highways & Infrastructure Development Corporation Ltd.**

**(Ministry of Road Transport & Highways; Govt. of India)**

**Regional Office Aizawl, Mizoram**

**Phone No.: ++91-8787631411**


**NOTICE INVITING QUOTATIONS/ TENDERS**

**Name of Work:** -RFP for Hiring of office space on lease basis for a period of Two Year (Extendable for 1 year) for its Site Office at Khawzawl under PMU-Seling in the State of Mizoram.

The last date for receipt of complete tender in the office of the undersigned is 17.10.2022 up to 12:00 hours

For further details please visit NHIDCL website, [www.nhidcl.com](http://www.nhidcl.com).

The Format or the bidding document can be downloaded from NHIDCL website ([www.nhidcl.com](http://www.nhidcl.com)).

  
26/09/2022

**Executive Director (Projects)**

**NHIDCL Regional Office-Aizawl  
2ndFloor, T-86, Tuikhuahtlang,  
Aizawl, Mizoram-796001,  
Email id:ro-mizoram@nhidcl.com  
Contact: +91-8787631411**

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**(Ministry of Road Transport & Highways; Govt. of India)**  
**Regional Office Aizawl, Mizoram**  
**Phone No.: +91-8787631411**

**Subject: Notice inviting tenders (NIT) for Hiring of office space on lease basis for a period of Two years (Extendable for 1 Year) for its Site Office at Khawzawl under PMU-Seling 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 handover such premises to NHIDCL on lease for a period of three years.

**1. Scope of work:**

NHIDCL invites bids for hiring office space having facilities of sufficient rooms with attached toilets, kitchen/canteen, common area, Parking space for 01 (one) vehicle etc. on 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

- (i) Technical proposal in the specified format as at *Annexure-I* along with attested photocopies in support of ownership title of the property
- (ii) Financial proposal in the specified format as at *Annexure-II*.

Both 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 KHAWZAWL”. Bids not received in the pre scribed 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: -

S. No.	Particulars	Marks
1	<b><u>Suitability of location:</u></b>	20
	Address of the building indicating its location, Municipality:	
	Ward No. locality & other identification marks, such as Dag No., Patta No. etc.	
2	<b><u>Plan of building and area to be leased:</u></b>	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 be submitted with Signature of both house owner 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	5
7	Electricity: Whether surface or 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 bidder having highest marks in 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 Quality & Cost based selection system (QCBS) i.e., 60% weight age for technical qualification and 40% weight age for financial parameters.

### 4. Resolution of dispute

In case of dispute, the decision of 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 in time, the company shall not pay any interest on late payment.

**6. TERMS AND CONDITIONS:**

Terms and Conditions for hiring of office space are mentioned in the Draft Contract Agreement.

7. The format for the bidding document may be collected from the Office of the DGM (Projects) mentioned below.

**8. Last Date of submission:** The tender complete in all respects should reach the Office of Executive Director (Projects), NHIDCL RO-Aizawl 2<sup>nd</sup> Floor, T-86, Tuikhuahtlang, Aizawl, Mizoram-796001, Contact: +91-8989896357 by 17.10.2022 up to 12:00hrs.

**9. Opening of Tender:** The Technical Bids shall be opened at 13:00 hrs. on the last day of the receipt of tender i.e., 17.10.2022.

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

11. Any change or amendment to this notice will be posted on the company website ([www.nhidcl.comonly](http://www.nhidcl.comonly).)



Executive Director (Projects)  
NHIDCL Regional Office-Aizawl  
2<sup>nd</sup> Floor, T-86, Tuikhuahtlang,  
Aizawl, Mizoram-796001,  
Email id: [ro-mizoram@nhidcl.com](mailto:ro-mizoram@nhidcl.com)  
Contact: +91-8787631411

**Annexure-I**

**Format for TECHNICAL BIDS**

**Subject: Hiring of office space on lease basis for a period of Three years for its Site Office at Ngopa under PMU-Seling in the State of Mizoram.**

S.No.	Particulars	
1	<u>Suitability of location:</u> Address of the building indicating its location, Municipality: Ward No. locality & other identification marks, such as DagNo., 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	
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**

Annexure-II

FINANCIAL BID

**Subject: Hiring of office space on lease basis for a period of Eleven years Eleven Month for its Site Office at Khawzawl under PMU-Seling 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-Ngopa under PMU-Seling.

**Rent payable at the following rate: -**

Total carpet area of fered for rent/ lease	Rate per Sq. ft (inclusive of all taxes and charges) on car pet area basis.	
	Amount in figure	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