

SBO-Dhubri/GEN/01/04

Dated: 11th November 2019

To,

IT Cell

NHIDCL, HQ

4th Parliament Street

New Delhi

Sub: Uploading of REF document on NHIDCL website.

Sir,

Enclosed please find herewith the REF document for inviting tender for

- Hiring of Sub Branch Office Space at Dhubri Assam
- Supply of Various Furniture items for Sub Branch Office Dhubri Assam
- Supply of Various Equipment items for Sub Branch Office Dhubri Assam

You are requested to kindly upload the same on NHIDCL at the earliest.

Yours faithfully,



11/11/19

(MUKUL SAXENA)

Dy. General Manager(P)

NHIDCL, SBO-Dhubri, Assam

Enclo: As stated

NATIONAL HIGHWAYS & INFRASTRUCTURE DEVELOPMENT CORPORATION LTD.

Ministry of Road Transport & Highways, Government of India

Sub Branch Office: Dhubri, Assam -783301

Tel: +91-8787415640, E-mail: siteofficedhubri@gmail.com



A GOVERNMENT OF INDIA UNDERTAKING

NOTICE INVITING TENDER/ QUOTATION

1. Name of the work: RFP for hiring of space on lease basis for its Sub-Branch office (Deputy General Manager (P), at Dhubri, Assam.

The last date for receipt of complete tender in the office of the undersigned is 28.11.2019 upto 13:00 hours.

For further details please visit current tender section of NHIDCL website: www.nhidcl.com


Dy General Manager (P)
NHIDCL, SBO-Dhubri
Assam
Contact No - 8787415640

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1. Name of the work: - Notice inviting tender (NIT) for the hiring of space on lease basis for its Sub-Branch office (Deputy General Manager (P)), at Dhubri, Assam.

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 about 100 sq.m carpet area approximately having facilities of 04 rooms with 02 toilets, kitchen, common area, Parking space etc. on lease basis.

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 sealed cover marked "BIDS FOR OFFICE PREMISES at Dhubri, Assam for NHIDCL." Bids not received in the prescribed pro-forma will be liable to be rejected.

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11/11/19

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	Suitability of location:	20
	Address of the building indicating its location, municipality:	
	Ward No. locality & other identification marks, such as Dag No., Patta No. etc.	
2	Plan of building and area to be leased:	15
	A copy of the sanctioned of the building including	
	NOC (with seal and signature of J.M.D.A / 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.	
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

4. Resolution of dispute

In case of dispute, the decision of Dy General Manager (Projects), NHIDCL, Dhubri, Assam shall be final.

[Signature]
 11/11/19

5. Payment:

- (a) 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.
- (b) Security deposit equal to two months rent will be paid in advance which will be refunded / adjusted at the time of vacating the premises without any interest.

6. TERMS AND CONDITIONS:

- a. The premises shall be made available at least for 03 (three) years unless renewed by mutual consent of both parties from the date of handing over vacant possession after completion of necessary repairs, renovations, additions, alterations etc. The period of lease may be further extended or curtailed / terminated at any time before expiry of three years period depending upon the requirement of NHIDCL.
- b. NHIDCL shall be at liberty to vacate the premises at any time during the pendency of lease by giving two months advance notice in writing or vice-versa, without paying any compensation for earlier termination.
- c. Responsibility for obtaining the required permission to use the leased accommodation for Office of NHIDCL shall remain with the owner of the premises i.e. lessor.
- d. All existing and future / enhanced Municipal Corporation taxes, rates and cases will be paid by the owner. Fees / Renewal fees towards obtaining NOC from COMPETENT LOCAL AUTHORITY for commercial use of the premises will be borne by the owner.
- e. The Lessor shall ensure adequate supply of water and electricity from Government sources and ensure adequate parking space for Lessee's at least 03 light vehicles.

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11/11/19

f. Maintenance / Repairs:

- i) NHIDCL shall bear all charges due to the Government arising out of the professional utilities (i.e. Electricity charges, Water charges, Phone/Internet charges etc.) of the Premises by the Lessee.
- ii) All repairs including annual / periodical white washing and annual / periodical painting will be got done by the owner at his/her/their cost. Any major repair required like Fault in water pipeline system, Sewerage system, septic tank and related pipelines etc. shall be carried out by the lessor. In case, the repairs and / or white / colour washing is/are not done by the owner as agreed now, NHIDCL will be at liberty to carry out such repairs white / colour washing, etc. at the owners' risk and cost and shall be deducted from the rent payable.
- iii) Lessee also acknowledges that Lessor will not provide insurance coverage for Lessee's property, nor shall Lessor be responsible for any loss of Lessee's property, whether by theft, fire, acts of God, or otherwise.

g. All statutory taxes, if any, shall be borne by the owner.

h. GST will be borne by Authority, if any claimed by owner with GST No. & Registration.

i. Offers/Proposals from agents / brokers will not be accepted.

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

8. A copy of the blank bid document along with other terms & conditions may be obtained from the office of the Dy General Manager (P), NHIDCL, S.B.O. Dhubri, Assam on any working day between 18.11.2019 to 27.11.2019. The Quotation form can also be downloaded from NHIDCL website www.nhidcl.com. The last date for submission of the duly filled-in bids shall be 28.11.2019 up to 13:00 hrs. The bids received within the stipulated date and time shall be opened in the presence of interested bidders on the same day at 16:00 hours in NHIDCL, S.B.O. Dhubri, Assam.

9. Opening of Tender: The Technical Bids shall be opened at 16:00 hrs on the last day of the receipt of tender.

10. DGM (P), NHIDCL, Sub-Branch Office, Dhubri, Assam hereinafter shall be "Lessee" and signing of lease agreement, operation of agreement (viz. payment etc.) shall be executed by him.



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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 www.nhidcl.com only.

The Dy General Manager (P)
NHIDCL, S.B.O Dhubri
Assam
Contact No - 8787415640