



राष्ट्रीय रेल एवं परिवहन संस्थान
(मानद विश्वविद्यालय)
भारतीय रेल राष्ट्रीय अकादमी परिसर, लालबाग, वडोदरा, गुजरात – ३९०००४
National Rail & Transportation Institute
(Deemed to be University)
National Academy of Indian Railway Campus, Lalbaug, Vadodara, Gujarat –
390004



TENDER DOCUMENT

Tender No. - NRTI/2021/01.

Name of Work - Hiring of

- (1) Hostel / PG facility for 75 students for a period of 5 months, extendable up to 2 years and
- (2) Three BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years.

Last Date & Time for submission of Tender	17/03/2021 – 15.00 hrs.
Date & Time of Opening of Tender	17 /03/2021 – 15.30 hrs.

ADDRESS

NATIONAL RAIL AND TRANSPORTATION INSTITUTE
1st Floor, NAIR Campus, Lal Baug, Vadodara, Gujarat - 390004
Contact Person: Vardhman Jain , Dy. Chief Engineer (I &S)

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TENDER NOTICE

TENDER No	NRTI/2021/01
Name of Work	Hiring of (1) PG facility for 75 students for a period of 5 months, extendable up to 2 years and (2) 3 BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years (in the same building / complex/ contiguous area.
Type of Tender	Open Tender (Two Bid System)
Web site particulars	Tender Document can be downloaded from Website: https://nrti.edu.in
Last Date & Time for Submission of Tender	17/03/2021 – 15.00 Hrs.
Place for Submission of Tender Documents	NATIONAL RAIL AND TRANSPORTATION INSTITUTE, 1 st Floor, NAIR Campus, Lal Baug, Vadodara - 390004, Gujarat
Date & Time for opening of Tender (Technical Bid)	17/03/2021 – 15.30 Hrs.
Date and time of opening of tender (Price Bid)	Of only those bidders, who qualify in the technical evaluation. Date, time and venue to be announced.
Validity of Offer	60 days from the date of opening of Tender.
Note: In case of any clarification, the Bidders may contact Dy. CE-I&S, NRTI at the above office during the working hours on Telephone No. 0265-2648301	

Pre bid Meeting : **10. March, 2021 – 1130 Hrs –**
Venue: 1st Floor, NRTI, NAIR Campus, Lalbaug, Vadodara

Instruction for Tenderers

1. **The Institution:** National Rail and Transportation Institute (NRTI)-Vadodara is a Deemed to be University under the auspices of Ministry of Railways, Govt. of India.
2. NRTI is desirous of Hiring
 - (a) Hostel / PG facility for 75 students for a period of 5 months, extendable up to 2 years in one building or contiguous building (in the same compound, premises or complex). Each room shall be furnished with a Bed, Cupboard, Study Table & Chair for each student separately.
 - (b). 3 - BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years closer to NRTI/ NAIR campus.
3. Offers are invited from eligible parties (owners/ operators) directly (brokers excuse) based on the eligibility criteria and general terms and conditions mentioned below. Interested parties may download the copy of the document from websites, i.e. <https://nrti.edu.in>. Any corrigenda or amendments will be posted on the Institute's website only and the Bidders are advised to keep visiting the Institute's website regularly for updates/changes.
4. For submission of the tender, the technical bid and the financial bid should be sealed by the bidder in separate covers duly super-scribed (Tender for PG Facility / Tender for leasing out Flats) and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed. The technical bids will be opened by the purchase committee at the first instance and evaluated. At the second stage financial bids of only the technically acceptable offers, opened for further evaluation and ranking before awarding the contract.
 - (a) **Technical bid consisting of all technical details (as per Proforma 1 to 3) along with terms and conditions; and**
 - (b) **Financial bid indicating item-wise price for the items mentioned in the Price bid. (As per Proforma 4)**
5. All the relevant documents shall be attached along with tender form as per terms and condition of tender and signed by the owner / operator / Power of attorney holder.
6. A Committee duly constituted by the Competent Authority will first evaluate the Technical Bids submitted by the bidders and short-list bidders for the next stage.
7. Members of the Committee would visit for inspection of the premises/building/apartments of only those shortlisted bidders who meet the eligibility criteria (with prior intimation to the bidder).
8. Thereafter, based on the overall suitability of the premises offered, as determined by the Committee, the Institute will pre-qualify the bidders and open the financial bids of such pre-qualified bidders only.
9. NRTI reserves the right to reject any or all tenders without assigning any reason whatsoever.
10. In case it happens to be holiday on the date of opening, the tender will be opened on next working day at same time of opening.

Terms & Conditions:

1. National Rail and Transportation Institute (NRTI)-Vadodara reserves the right to accept or reject any or all the tenders or cancel this process at any time, without assigning any reason whatsoever.
2. The bidders, who do not meet the Requirements criteria; or do not submit all the necessary documents in support of the Requirements criteria; or do not submit documents that are complete and valid; or do not submit bids with supporting documentation in time - shall be disqualified.
3. The Bidder shall be the/an owner or duly authorized to lease the premises being offered. The tenders shall be accepted only from owners/power of attorney holders of the property. Offers from brokers will not be entertained. No brokerage shall be paid for taking the property on lease/rent.
4. The responsibility for payment of all types of taxes such as property tax, municipal tax, taxes for utilities etc. shall vest solely with the bidder. However, such agreed charges as in the Agreement to lease the property shall be payable by NRTI.
5. The properties offered for accommodation shall have clear title and shall be free from all encumbrances, liabilities, disputes and litigations with respect to ownership; lease/renting and shall have all the required regulatory and statutory approvals/permissions from the competent authorities, for use as hostel accommodation.
6. Possession of the accommodation should be handed over to Institute within 30 days from the date of award of the Letter of Approval (LOA) / Letter of Intent (LOI) and rent shall be payable to the Bidder in monthly/ quarterly basis from the date of possession, which shall not normally be later than 60 days from the date of the LOA/LOI. Deposit if any, shall be payable by NRTI, as per the agreement in place.
7. The Bidder shall provide electrical, sanitary and other fittings and fixtures (as described later) and maintain the same in good, working and useable condition at all times and replace such items as may be broken or mal-functioning, at its own cost. This includes any damages caused due to or arising out of flux of time or natural and reasonable wear and tear. The Institute on its part shall take reasonable care and extend due cooperation in maintaining the property in good condition and shall return the same to the Bidder at the termination of the lease, subject to reasonable/normal wear and tear due to flux of time and usage. In case of any delay in maintenance or restoration of services the institute will get it done at risk and cost of the lessor and adjust the same against the payment due.
8. The Institute shall correspond only with the shortlisted bidders.
9. Incomplete bids, bids received late, bids not conforming to the specifications and/or the instructions contained herein, will be rejected summarily.
10. Any form of canvassing/influencing will attract rejection of bid submitted by the bidder and the Institute reserves the right to take such penal action (e.g. blacklisting the Bidder for the present and future etc.) as it deems fit.
11. Irrespective of the offers received or their competitiveness, the final decision on choosing accommodation or no accommodation at all, will vest entirely with the Institution.
12. The bidder is expected to examine all instructions, terms and specifications in the tender document. Failure to furnish all information required or to submit the bid not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in the rejection of the bid. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification criteria, maintenance of premises, availability of regulatory/statutory approvals and clearances, ready and explicit willingness to accept and honour the terms and conditions of lease etc. will be deemed to be material deviations. If a bid is

not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsible by the bidder by correction of the non-conformity. The Institute will evaluate and compare the Price bids of only those Technical bids which have been determined to be substantially responsive. The Institute will award the contract to the successful bidder who has been determined to qualify to perform the Contract satisfactorily, and whose bid has been determined to be substantially responsive, and is the lowest evaluated bid.

13. The premises should have all required electrical fixtures and fittings, such as switches, power points, fans, lights, etc.
14. False ceiling, light fitting, power sockets, etc., should be provided as per standard designs by the Bidder.
15. The offered space should be in a ready to occupy condition with approved electricity, water, sewerage connections, etc. The electric power load available and the specifications of power back-up should be clearly indicated.
16. Flooring should be standard quality. The internal and external walls and ceiling should be properly painted with standard quality paint.
17. NRTI reserves the right to set up additional generator sets and other electrical fittings in the premises/common areas of the building if required, for any of its additional/specific uses and the successful bidder shall facilitate (permit) such installations at no additional cost.
18. If at any stage it is found that any of the details/documents furnished by the bidder is/are false/misleading/fabricated, its bid would be liable for cancellation without intimation to the bidder.
19. **Validity of Offer:** - The offer should remain valid for 60 days. During the validity period of the offer, the bidder should not withdraw/modify the offer in terms of area and price and other terms and conditions quoted in the Technical Bids. The bidder is required to submit an undertaking on non-judicial stamp paper of required value duly signed by the rightful owner or its power of attorney holder that the bidder shall not back out/cancel the offer/offers made during the validity period.
20. **Hiring Period:** - Hiring of (1) PG facility for 75 students for a period of 5 months, extendable up to 2 years and (2) Three BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years and could be extended further with mutual consent and on mutually acceptable terms and conditions, for further periods.
21. Notwithstanding anything contained above, the Institute reserves the right to reject all or any bid as recommended by the Tender Committee and is not bound to divulge any reason to the unsuccessful bidders.
22. **Error/omission and Discrepancies in the Bid document** - The bidder shall not take advantage of any inadvertent error due to typing or otherwise, if there is any doubt, that shall be brought to the notice of NRTI without delay and the same shall be dealt with as per NRTI's requirement and NRTI's advantage only.

Procedure for Submission, Opening & Evaluating of Tender Bids (Technical):

1. While submitting the tender, the technical bid and the financial bid should be sealed by the bidder in separate covers duly super-scribing (Tender for PG Facility/ Tender to lease out Flats/ property for stay of NRTI Guests – as the case may be) and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed. The technical bids will be opened by the purchase committee at the first instance and evaluated.
At the second stage financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.

- a. **Technical bid consisting of all technical details (as per Proforma 1 to 3) along with terms and conditions; and**
- b. **Financial bid indicating item-wise price for the items mentioned in the Price bid. (As per Proforma 4)**

2. The Committee or a Sub-Committee constituted by the Institute will open the Technical bids in the presence of the available bidders or their duly authorized representatives (max one person/representative per bidder), on the date and at the time specified.
3. Detailed evaluation of the Technical Bids then follows, about their conformity with the requirement specifications as well as other relevant factors. For the bids that qualify in the first stage of evaluation, the second stage (spot study) follows, wherein, inspection of the premises offered along with facilities and amenities would follow. This will lead to a third- stage, where the Price bids of the finally short-listed bidders (only) would be opened and evaluated.

- **Lease/ Rental Payments Terms:**

Payments shall normally be made on monthly/ quarterly / half-yearly from the date of possession, against pre-receipt bills as per the lease deed to be executed between the NRTI and the owner/lease holder. TDS and other taxes will be deductible as applicable as per government rules.

- **Security Deposit**

Will depend upon the final decision and as agreed upon.

- **Penalty Clause**

Any non-conformity (in part or in full) of the terms and conditions, in letter or spirit, by the bidder may result in levy of penalties by the Competent Authority as may be articulated in the lease deed at the sole discretion of the Competent Authority and failure by the bidder to honour the same and make suitable amends may result in termination of lease by the Institute. The Institute need not follow the requirement of notice period, in such cases.

- **Terms of Termination of Lease Agreement**

The lease can be terminated by either side by giving a notice of not less than three months.

- **Arbitration**

All disputes about the execution of contract shall be settled under the provisions of Arbitration and Conciliation Act 1996 and the rules framed there under and in force shall be applicable to such proceedings. The Competent Authority of NRTI or a person nominated by him/her shall be the sole Arbitrator. The costs of arbitration shall be borne equally by both the parties.

- **Jurisdiction**

- VC, NRTI-Vadodara shall be the final authority for settlement of any dispute, and his/her interpretation of any clause/term/condition(s) of this document shall be final and binding, and the jurisdiction of Court of Law shall be Vadodara.
- In the event of any dispute the legal matter shall be subjected to the jurisdiction of Vadodara, Gujarat Court only.

Technical Bid: - Technical bid consists of the following 3 details as per given Proforma

- Bidder's Particulars (Proforma -1)
- Property Particulars: (Proforma- 2)
- Requirements & Specifications (Proforma -3)

(1) Bidder's Particulars (Proforma -1)

Sl.No	Particulars	Details
1	Bidder's name/ Organization Name	
	Whether Owner or Power-of-Attorney (POA) Holder	
	If POA holder, whether POA specifically mentions authorization to lease/rent out the property	
	Is the POA registered?	
	Is the POA valid currently?	
2	Address for communication	
3	Contact Details	
	Name of the Owner/POA Holder	
	Designation	
	Telephone Number office	
	Mobile Number	
	Email Id	
4	PAN Number	
5	Service tax registration number/ GST No.	

6	Aadhar Number (last four digits)	
7	Bank Particulars	
	Account name	
	Type of A/c: (SB/CA/CC)	
	A/c No.	
	IFS Code	
	Name of the Bank	
	Branch	

(2) Property Particulars: (Proforma- 2)

Sl. No.	Particulars	Details / Specifications
1	Name of the person / party holding title to the property	
2	Complete Address and location of the Building	
3	Approach and access details of premises	
4	Distance of the offered property in kms from National Rail & Transportation Institute, NAIR, campus, Lalbaug, Vadodara.	
5	Total area offered for rent (per flat/Room; & No. of flats):	
	No. of floors in the building	
	No. of flats/ Room per floor	
	No. of bed rooms per flat	
	Total no. of rooms per flat	

	Room-wise dimensions	
	Facilities and amenities available in the building (attach supporting documentation containing details and specifications)	
	Facilities and amenities available in each room (attach supporting documentation containing details and specifications)	
	Carpet Area of flat	
	Built-up area flat	
	Super built-up area flat	
	Type, Make, Model, and No. of lifts available with carrying capacity, etc. along with Maintenance Contract details	
	Accommodation offered is on which floor(s)?	
6	In case of adjoining / contiguous buildings in the same premises, compound or complex	
	Distance between the two buildings (meters)	
	Building-wise, floor-wise details of offered accommodation, along with details as sought in (5) above	
	Essential / documents to be furnished	
	Copy of the title deed of the property	
	Copy of building plan duly approved by local government body	
	Particulars of completion certificate, stage of construction, year of construction, age of the building etc. (enclose attested/ self-certificated copy of completion certificate, occupancy certificate, fire-clearance certificate, license for lift operation etc. issued by competent authority)	

	Undertaking by owner / bidder that the accommodation offered is free from all encumbrances, liabilities, disputes and litigations with respect to its ownership; lease/renting and that it has all required approvals/permissions from the competent authorities, for use as hostel accommodation	
	Proof of payment of all statutory/government dues like property taxes, electricity, telephone, water charges as applicable, as on date of Tender submission	
	Supporting documentation for facilities and amenities; furniture and fixtures	
General		
8	Type of building whether commercial or residential as per the Government norms and records	
9	Water	
	i. Whether running water is Available round the clock in all toilets and dining hall?	
	ii. Whether municipal water connection is available?	
	iii. Whether bore well/ tube well available?	
	iv. Water storage capacity underground sump in kilolitres	
	v. Water storage capacity of overhead tank in Kilolitres	
	vi. Whether drinking and utility water meet the laid-down / standard / generally- accepted norms?	
10	Electricity	
	i. Sanctioned load	
	ii. Whether all the rooms have been provided with lights, ceiling fans and air conditioners?	

	iii. Details of power back-up facility / Generator with capacity	
	iv. Arrangements of regular repairs and maintenance of such power back-up facility	
11	Details of fire safety mechanism / equipment along with particulars	
12	Provisions of regular repairs and maintenance and repairs	
13	Whether the premises would be freshly painted and given before use by NRTI	
14	Whether parking space available as per NRTI requirement	
15	Whether space for sports/games available as specified?	
16	Whether extra rooms available as sought for use as office, for meetings etc.	
17	Specify the lease period offered and provision for extension is the requirement	
18	Whether the building is earthquake resistant. If whether certificate from the competent authority is available	
19	Any other salient aspect of the building which the party may like to mention	

(3) Requirements & Specifications (Proforma -3)

(1) Requirements for PG facility for 75 students for a period of 5 months, extendable up to 2 years

[Bidders to fill in the information as sought in Columns (3) and (4) and submit proof / supporting documentation as applicable/needed]

Sl. No.	Required Specifications of the property	Yes/ No	Sizes, Dimensions, etc. as applicable, along with units of measurement. Also, highlight deviations (if any) from the requirement specification
1	Whether the offer available on lease for (at least) 5 months; extendable to 1 or 2 years		
2	Whether the offered accommodation is in a single building		
3	Whether the offered accommodation is in contiguous buildings within the same premises / complex (<i>please specify distance between the buildings</i>)		
4	Whether the offered property/building is exclusive to NRTI		
5	Whether the offered property is in a residential locality		
6	Whether the offered property is new or already constructed and in use (specify no. of years since construction, if old and already in use)		
7	Distance of the Property from NRTI in KMs		
8	Whether there are adequate number of rooms/ space in the property offered to accommodate 75 students on 2 bed/3 bed occupancy in each room.		
9	Whether Each room is furnished with a Bed, Cupboard, Study Table & Chair for each student separately		
10	Additional rooms available for having a Canteen / Gym / TV Room/ etc.		
11	Whether the common room /area has electrical fixtures (fans, CFL/LED lights etc., electrical points for laptop/desktop etc.)		
12	Whether 24-hour electricity supply is available in the premises		

13	Whether 24-hour running water supply for drinking and utility purposes available in the premises.		
14	Whether the quality of water meets laid-down / generally accepted standards of the appropriate statutory authority		
15	Whether the accommodation offered is well-connected by public transport and is easily accessible by a motorable road		
16	Whether suitable facilities exist for drainage / sewage / waste disposal etc.		
17	Whether the property offered has adequate privacy and security and whether facility of watch and ward staff exists		
18	Whether the property offered has fire protection and whether suitable equipment/arrangements to ensure the same are available in good working condition as mandated by the competent authorities		
19	Whether the offered property is in an area with clean and hygienic surroundings		
20	Whether the surroundings and locality of the offered property are safe and secure, suitable for stay by students (boys and girls)		
21	Whether the Room (min. size: 130 sqft) with attached wash room (min size: 25 sqft) with European style water closet are available		
22	Whether Individual geysers or running hot water facility is available in all the bathrooms or if not centralized provision for hot water available in the building with supply to each flat.		
23	Whether exhaust fans available in toilets		
24	Whether Door locks with three sets of keys for each room available		
25	Whether Passenger-elevator (lift) with capacity to carry minimum 6 persons available in the building (for high-rise buildings)		
26	Whether the operation of lift is authorized by the competent authority		
27	Whether the Staircase is well-lit and fit for use (free from obstructions)		
28	Whether Permanent electrical & water supply connections from the government authorities concerned made available		

29	Whether the underground sump & overhead water tank for 24 hrs water supply provided?		
30	Whether the water supply is from bore-well for water or through municipal corporation.		
31	Whether the bore-well is functional and yielding the required quantum of water for 24/7 use		
32	Whether mosquito-proof mesh for all external doors, windows, ventilators and openings provided		
33	Whether CCTV surveillance provided for common areas such as corridors, parking area, cellar, basement, staircase etc.		
34	Whether Fire extinguishers in each floor as per the government norms provided in the building		
35	Whether the AC and Ceiling fans in all rooms provided		
36	Whether lighting in rooms, wash rooms, common areas etc. available?		
37	Whether the Dining hall (of 30 capacity) in Ground / basement or on terrace/ flat exist?		
38	Whether the Dining hall has proper permanent shelter against sun and rain		
39	Whether the Curtains for doors and windows in all rooms provided?		
40	Whether separate electricity consumption meters for the accommodation offered?		
41	Whether provision for washing machines, ironing boards, refrigerators etc. in each Room/ flat with 15 Amps power sockets and switches provided ?		
	Whether there is provision for cloth drying (cloth hanging rods) in terrace/balconies provided?		
	Maintenance & Services (at Bidder's Cost)		
42	Whether daily housekeeping by providing adequate persons (comprising male and female staff) not less than three persons exist ?		

43	Whether the round-the-clock Security one person in each 8/12 hr shift and one reliever (total 2 persons) provided?		
44	Whether Plumber/ Carpenter/ Electrician services made available (on call basis)		
45	Whether Waste disposal and sewage disposal (cleaning of septic tank etc.) exist?		
46	Whether necessary fire-fighting equipment in good working condition provided ensuring their validity at all times?		
47	Whether provision for timely payment Electricity bills exist in the building?		
48	Whether provision for timely payment of Water usage charges exist in the building?		
49	Whether permission of society/ building for use of the flats for students in c/o residential flats.		

Selection Criteria

1. Space Availability, Cleanliness and overall Ambience.
2. Flats in the same Building or contiguous building (in the same compound, premises or complex)
3. Proximity to the Institute
4. Availability of A/c and other furnishings
5. Clear title, quickness for the deal and leasing of the premises with all due clearances (without encumbrances); ideal if both the properties are held by the same owner.
6. Economy of the lease amount and advance (if any)
7. Due weightage will be given to offers that have space / provision for sports / games like badminton, table tennis, caroms etc. for use by students.

(2) Three BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years.

[Bidders to fill in the information as sought in Columns (3) and (4) and submit proof / supporting documentation as applicable/needed]

Sl. No.	Required Specifications of the property	Yes/ No	Sizes, Dimensions, etc. as applicable, along with units of measurement. Also, highlight deviations (if any) from the requirement specification
1	Whether the flat/ property is offered on lease/rent for 1 year extendable up to 2 years.		
2	Whether the offered accommodation is in a single building / floor or not?		
3	Whether the total carpet area of the 3 BHK flat is more than 1200 Sqft?		
4	Whether the area of each bedroom is more than 130sf.		
5	Whether the flat/ property has a Kitchen		
6	Whether the flat/ property has netted balcony for protection from birds		
7	Whether the offered property is in a residential locality		
8	Whether the offered property is new or already constructed and in use (specify no. of years since construction, if old and already in use)		
9	Distance of the Property from NRTI in KMs		
10	Whether each bedroom has an attached bath/ toilet or not.		
11	Whether at least 2 bedrooms have attached bath/ toilet or not.		
12	Whether all bed rooms have A/C or not. If not, is there provision for installation of A/C?		

13	Whether 24-hour electricity supply/ 3 phase supply is available in the property?		
14	Whether 24-hour running water supply for drinking and utility purposes.		
15	Whether the quality of water meets laid-down / generally accepted standards of the appropriate statutory authority		
16	Whether the accommodation offered is well-connected by public transport and is easily accessible with a motorable road		
17	Whether suitable facilities exist for drainage / sewage / waste disposal etc.		
18	Whether the property offered has adequate privacy and security and whether facility of watch and ward staff exists		
19	Whether the property offered has fire protection and whether suitable equipment/arrangements to ensure the same are available in good working condition as mandated by the competent authorities		
20	Whether the offered property is in an area with clean and hygienic surroundings		
21	Whether the surroundings and locality of the offered property are safe and secure, suitable for stay for a family or single.		
22	Whether individual geysers or running hot water facility is available in all the bathrooms		
23	Whether toilets are fitted with exhaust fans		
24	Whether door locks with 2 sets of keys for each room provided?		
25	Whether there is passenger-elevator (lift) with capacity to carry minimum 6 persons		
26	Whether the operation of lift is licensed by the competent authorities		
27	Whether the Staircase is well-lit and fit for use (free from obstructions)		

28	Whether there are permanent electrical & water supply connections from the government authorities concerned		
29	Whether the underground sump & overhead water tank sufficient for 24 hrs water supply		
30	Whether the property has bore-well water supply or municipal water supply?		
31	Whether the bore-well is functional and yielding the required quantum of water for 24/7 use		
32	Whether mosquito-proof mesh for all external doors, windows, ventilators and openings provided?		
33	Whether CCTV installed for common areas such as corridors, parking area, cellar, basement, staircase etc.		
34	Whether Fire extinguishers provided as per the government norms		
35	Whether the property has AC and Ceiling fans in all rooms		
36	Whether there is sufficient lighting in rooms, wash rooms, common areas etc.		
37	Whether Curtains for doors and windows in all rooms provided?		
38	Whether separate electricity consumption meters in place, for the accommodation offered		
39	Whether there is provision for washing machines, ironing boards, refrigerators etc. in each flat with 15 Amps power sockets and switches		
40	Whether there is provision for cloth drying (cloth hanging rods) in terrace/balconies		
41	Whether round the clock security available in the property?		
42	Whether on call Plumber, Carpenter, Electrician, services are available in the property?		

43	Whether a Waste and sewage disposal (cleaning of septic tank etc.) provision exists?		
44	Whether necessary arrangement in place for payment Electricity bills		
45	Whether provision exists for payment of Municipal Water Charges?		

Selection Criteria

1. Space Availability, Cleanliness and overall Ambience.
2. Flats in the same Building or contiguous building (in the same compound, premises or complex)
3. Proximity to the Institute
4. Availability of A/c and other furnishings
5. Clear title, quickness for the deal and leasing of the premises with all due clearances (without encumbrances); ideal if both the properties are held by the same owner.
6. Economy of the lease amount and advance (if any)
7. Due weightage will be given to offers that have space / provision for sports / games like badminton, table tennis, caroms etc. for use by the Residents.

Price Bid (Proforma-4)

Schedule (A) - Hiring of PG facility for 75 students for a period of 5 months, extendable up to 2 years					
Item No.	Description of Item		Per month Charges In Rs.	GST in Rs (if applicable).	Total in Rs.
1	Rent for the Hostel property / PG facility being leased / extended for building/ Contiguous buildings (with adequate no of two or three bed rooms per flat, to accommodate 75 students along with all the facilities and amenities, in the building(s) as a whole and in the flats/rooms as sought in the tender				
2	House-keeping (1 Persons) Charges				
3	Security (1 Persons) Charges				
4	Maintenance Charges				
5	Any other Charges (including WiFi etc)				
	Total per month (Item No 1 to 5)				
	Grand Total for 5 Months				

Indicate Terms of Payment Clearly.

Schedule (B) - Hiring of Three BHK Flats – 2 Nos. for stay of Institute guests for a period of 1 to 2 years.

Item No.	Description of Item	Per month Charges In Rs.	GST in Rs. (if applicable)	Total in Rs.
1	Rent for 3 BHK Flats – 2 Nos along with all the facilities and amenities, in the building(s) as a whole and in the flats/rooms as sought in the tender			
2	Deposit Amount:			
3	Any other charges			
	Grand Total for 12 Months			
4	Escalation per year on rent (item No. 1 only) in percentage			
	Total Consideration for Twelve Months (indicate deposit separately)			

Indicate Terms of Payment clearly

Schedule (C) - Providing Catering for the Students in Hostel/PG

Item No.	Description of Item	Per Student/Per Month in Rs.	GST in Rs. (if applicable)	Total in Rs.
1	Morning Tea			
2	Morning Breakfast which includes any one of Parantha / Methi Thepla / Batata Pauha/Upma/ Samosa with Chatni/Batata Vada with Chatni/Idli with Chatni/Bread with Jam & Butter and Tea and coffee/Milk			
3	Lunch which includes Chapati / Roti,Dal/Chole, Rajma/Kadhi – Kathol,Curd/Raita ,Salad ,Papad, Pickle ,Vegetable Dish, Rice			
4	Dinner which includes Chapati/ ,Roti/Puri,Rice Dal/Chole, Rajma/Kadhi– Kathol, Vegetable Dish/Paneer ,Salad ,Curd/Raita ,Pickle,Papad			
	Grand Total for 12 Months			

End of Tender Document