



Bihar State Tourism Development Corporation Ltd., Patna
(A Government of Bihar undertaking)

Beerchand Patel Path, Patna- 800 001
Phone :- +91-612-2222622 Fax No:- 0612-2506218
web : www.bstdc.bih.nic.in E-mail : contactbstdc@gmail.com

Expression of Interest

for providing fully ready to use office premises on lease
for
Head Office at Patna
to
Bihar State Tourism Development Corporation Ltd., (BSTDCL) Patna

बिहार स्टेट टूरिज्म डेवलपमेंट कॉरपोरेशन लि०

Bihar State Tourism Development Corporation Ltd.

वीरचन्द्र पटेल पथ / Beerchand Patel Path, पटना / Patna- 800 001

दूरभाष / Phone : - +91-612-2222622 फ़ैक्स नं० / Fax No: - 0612-2506218

CIN: U63040BR1980SGC001486, Web: www.bstdc.bih.nic.in E-mail: contactbstdc@gmail.com



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दिनांक-०८.०८.२०१८

Expression of Interest

Offers are invited from the owners of the properties for a Lease for use as Office by Bihar State Tourism Development Corporation Ltd. (BSTDC)

Bids are invited for taking office premises on lease/rental basis in two bid system-

- TECHNICAL BID
- PRICE BID

Interested parties owning the office premises may apply as per given details.

Sl.	Particulars	Details
1	Date of Downloading Tender	31.08.2018
2	Date of Pre-Bid meeting	11.09.2018
3	Last Date and Time for Submitting EOI	20.09.2018 upto 3:00 PM
4	Date and Time for opening Technical Bid	20.09.2018 at 4:00 PM
5	Date and Time for opening Financial Bid	Date-To be informed later.
6	Price of Tender (non refundable)	Rs 500/-
7	Earnest Money Deposit	Rs. 30,000/-

Bid Documents can be downloaded from the Website of BSTDC namely www.bstdc.bih.nic.in.

The bids will be submitted with the Bid Fee in the form of separate Demand Drafts payable at Patna in favour of Managing Director, Bihar State Tourism Development Corporation Ltd. drawn on any nationalised bank.

Bid submitted without valid EMD shall be rejected

Bids Received late shall not be accepted

Managing Director BSTDC at discretion may reject any or all of the bids without giving any reason thereof.

For detailed information Mr. Gajendra Singh, may be contacted on Mobile no- 8544418401

Sd/-
General Manager
Bihar State Tourism Development
Corporation Ltd

1. Background and other Information

1.1 Bihar State Tourism Development Corporation Limited is a fully Owned Company of the Government of Bihar, having registered office at Beerchand Patel Path, Patna – 800001 (the "Corporation") is engaged in the development and promotion of tourism in the State of Bihar. It has 16 units across the State of Bihar. The address may be seen on the official website of the Corporation bstdc.bih.nic.in

1.2 The Bihar State Tourism Development Corporation Ltd., Patna (BSTDCL), herein known as "the Authority" is engaged in focused development of tourism across the state, and is proposing to take on lease the premises for its Head office and related offices.

1.3 The areas under consideration are as follows:

Frazer Road Area, Exhibition Road Area, Dak Bungalow Chowk, Rajapur, Patliputra Colony, New Patliputra Colony, Bailey Road.

1.4 Approx. Area required are as follows: 9000-10000 sq ft of Carpet area on one or two floors.

The configuration required should ideally be as given

Cabin measuring 1000Sq.ft (approx.) with attached toilet and adjoining two offices of the size 10'x20' each.

Cabin for Officers 200 sq. ft–10 nos. (with toilet in segregated area)

Halls Partitionable 6500sq. ft. to 7000sq. ft. having sufficient Gents and ladies toilets

Period of Lease / Rental: 3 years with an option to extend for a further period of 3 years on Mutual agreement at quoted rate and terms and conditions.

2. Terms and conditions

- 2.1 The property of the subject premises should have a clear marketable title and the owner(s) should have absolute & exclusive ownership of the premises with undisputed possession.
- 2.2 The property offered should have all the statutory and other local approvals/clearances for commercial use of the property.
- 2.3 The premises should have all basic amenities like toilets, water, electricity
- 2.4 Car parking space for at least 6 cars (desirable 12 cars) and proper approach from the main road.
- 2.5 Provision of lift beyond 2nd floor will be required.
- 2.6 The building with a dedicated backup generator for lifts and other utilities will be given preference.
- 2.7 In case the premises are owned by more than one owner then such joint owner can quote through one of them holding power of attorney duly notarized.
- 2.8 The premises should be ready in all respects, incl. painting, flooring, plumbing, electrification for immediate occupation by BSTDC.
- 2.9 The interior shall be carried out by owner as per the requirements of BSTDC
- 2.10 The successful bidders will execute the lease agreement with BSTDC in standard format. Bidder to sign and submit the format as token of acceptance.
- 2.11 The rates offered by the bidder shall be valid for a period of 90 days from the date of opening of the bids. The date of opening of price bid would be opened for all technically qualified bidders in the presence of those who wish to be present.
- 2.12 The rental should be inclusive of all the amenity charges except electricity & water which shall be borne by BSTDC for which dedicated meter should be made available.
- 2.13. If offered premises are part of multi-storey building, the maintenance charges for common facilities like security, lighting, lift, over all maintenance etc. should be borne by the owner.
- 2.13 All Municipal/Govt./other taxes/charges/cess/levies shall be borne by the owner.
- 2.14 EMD of all the unsuccessful bidders would be returned after the selection process is complete.
- 2.15 Bid submission: Bidders to quote lump sum monthly rental and yearly percentage escalation valid for a period of 3 Years, escalation will be applicable on the rental for the basic amount quoted in the first year. Example: if Bidder quotes monthly rental for first year as say Rs 1000/- and yearly escalation for next 3 years as say 5% then the 2nd year rental will be Rs 1050 per and 3rd year rental will be 1100 and so on. However, BSTDC reserve the right to extend the lease period after the initial period of lease for 3 years on same terms and conditions.
- 2.16 Evaluation: The evaluation of the premises shall be on lowest offer basis on total rental outgo calculated for 9000sq ft among the technically acceptable offers for 3 Years.
- 2.17 Validity: The bid shall be valid for a period of 90 days from the date of opening of the Financial Bid.
- 2.18 Payments: Shall be made by the way of valid payment mode on monthly basis on the 10th of every following month by BSTDC.
- 2.19 Facilities areas like /toilets, pantry, staircase are not counted as part of carpet area.
- 2.20 TDS: would be deducted on the rentals as per rules.
- 2.21 BSTDC reserves the right to reject any or all the offers without assigning any reason thereof.
- 2.22 In case of any of the documents submitted are in local language notarized English/Hindi translation of document is to be submitted with the document.
- 2.23 All bids should be signed on each page of the bid document.
- 2.24 Brokers and property dealers are not allowed to quote.
- 2.25 Separate provision should be available for installation of DG set and earth pits / connections on non-chargeable basis for BSTDC requirements. DG to be provided and maintained by the successful bidder. (payment for the actual usage on hourly basis shall be made)

- 2.26 The successful bidder shall have to indemnify to the effect that the offered property is not subject to any attachment, lien, charge, recovery or litigation in the standard format
- 2.27 The Technical/Unpriced bids found suitable after the initial scrutiny of the documents would be taken up for technical visit of the premises by the technical committee for the assessment of the premises offered by parties.
- 2.28 The decision of the technical committee on the acceptance/nonacceptance of the premises offered shall be final and binding on the bidders.
- 2.29 Premises should be situated in specified area approved for commercial use with easy access and good surroundings. It should be well connected with public transport.
- 2.30 Necessary stamp duty charges for the lease agreement will borne by the successful Bidder. Successful bidder will coordinate for the same and bear any incidental charges. BSTDC may depending upon requirement modify / amend conditions or cancel the applications.

3. Procedure for Submission of bids

- 3.1 The tender offer shall comprise of two bids i.e. technical cum commercial bid. Interested parties fulfilling all the criteria mentioned in this document and willing to meet the conditions listed herein should submit their SEALED OFFER IN TWO BID BASIS i.e. TECHNICAL BID AND COMMERCIAL BID as per formats.
- 3.2 Technical Bid should be Superscribed as “TECHNICAL BID FOR OFFICE PREMISES” and Commercial Bid should be kept in another envelope superscribed as “COMMERCIAL BID FOR OFFICE PREMISES” Bid Fee and EMD Fees should be kept in a separate envelope and attached with Technical Bid. All these envelopes should be kept in a Big Envelope labelled as BID FOR OFFICE SPACE.
- 3.3 The Bids submitted without EMD and Bid Fees shall be outright rejected
- 3.4 The bid should be submitted to the Office of Bihar State Tourism Development Corporation Ltd. at Hotel KautilyaVihar, Veer Chand Patel Path, Patna as per the date of submission listed herein.
- 3.5 The bidders must ensure the timely submission of the bids. Bids Received late shall not be accepted. BSTDC takes no responsibility for postal or courier delays. Bids submitted through any other mode like fax, Email etc will not be considered at all.

Technical bid

1	Name of the Owner/s of property	
2	Address for Correspondence (With PIN Code)	
3	Contact No Email address	
4	Address of the Premises Offered (with PIN Code)	
5	Details of the Premises Offered (No. of Halls, Rooms, Kitchen, Pantry, Toilets, Open Space Parking Area, Storage Area, Balcony, Veranda etc. with area of each facility)	
6	Total Carpet Offered Area offered to BSTC : Area sq. ft.	
7	Vehicle Parking Space: _____ nos. / _____ sq. ft.	
8	Enclosed Parking area Paved / Unpaved	
9	Separate Bore well with pump available. : Yes / No If No, then specify source of Water	
10	Overhead Tank & Plumbing fixtures : Yes / No available & in working condition	
11	3 phase power source available : Yes / No (Please specify the approved load KVA/KWH)	
12	Type of flooring in Toilets	
13	Kitchens having platforms, shelves etc. : Yes / No	
14	Type of Premises : Single Storey / Multi Storey	
15	Exact Location :	
16	Distance from Highway (SH/NH) or Main road :	
17	Internal Painting complete in all respect : Yes / No	
18	Building offered is independent or in part : (i.e. independent portion)	
19	Terms & Conditions of enclosed Lease & license agreement acceptable to the bidder : Yes / No	
20	Premises offered will be in ready condition for occupation on at the date of signing agreement: Yes / No	
21	Extension of Lease if necessary, acceptable : Yes / No	
22	Check list for the signed Documents which are attached with Technical Bid	

Checklist for the signed documents which are attached with the technical bid

- a) Ownership Documents (copy)
 - b) Nil Encumbrance, Clear Possession, Completion Certificate/ Undertaking Occupancy certificate etc.
 - c) Proof of payment of Municipal Taxes Electrical Bills
 - d) Key Plan, Approved drawing/plan of the premises offered
 - e) Copy of Power of Attorney (Refer clause 1 of Terms & Conditions. If applicable, holder as referred in terms & conditions should submit a copy of POA.)
 - f) Signed copy of the “Lease” agreement format as a token of acceptance
 - g) Offered premises are in the advertised area.
 - h) Nil Encumbrance Certificate (covering a period of 3 years In the absence of Nil Encumbrance Certificate, the Party can submit Advocate's Title Opinions showing proof of ownership /freehold right over the property at the time of submission of offer.
- I. EMD Details DD No. _____ Date. _____
- II. Bid Fees Details DD No. _____ Date. _____

Notes:- The bid is liable for rejection if the documents required as above are not attached.

Commercial Bid

1. Name of the Owner/s of property : _____

2. Address for Correspondence : _____
(With PIN Code)

3. I hereby quote my monthly lease amount as Rs. _____ (Rupees _____)

4. Details of the Premises Offered : _____

(No. of Halls, Rooms, Kitchen, Pantry, Toilets, Open Space, _____
Parking Area, Storage Area, Balcony, Verandah etc. _____
with area of each facility) _____

Name of the authorised person -----

Signature of the authorised person -----

Date -----

Place -----