

भारतीय प्रबंध संस्थान रायपुर
INDIAN INSTITUTE OF MANAGEMENT RAIPUR

**Notice Inviting Tender for providing Student Hostel
Accommodation**

Closing at 15:00 Hrs. on 01st March, 2017

Tender No: IIMR/NIT/Hostel Accommodation/11 Dated 12.02.2017

1. BACKGROUND

- 1.1 Indian Institute of Management, Raipur (IIMR) has been set up by the Government of India, Ministry of Human Resource Development in 2010 at Raipur. Presently IIM Raipur operates from the Government Engineering College Campus, Raipur.
- 1.2 IIMR is desirous to outsource Student Hostel Accommodation, preferably in One Building or sufficient number of flats in same premises . Premises should be within **5 to 7 kms** from GEC Campus, IIM Raipur.
- 1.3 Offers are invited from eligible parties directly (no brokers) based on the Eligibility Criteria and General Terms and Conditions mentioned below. Interested parties should download the copy of this document from IIM Raipur Website i.e www.iimraipur.ac.in and sign on bottom of each page with seal, in token of acceptance of the terms and conditions. The offer should be addressed to :-

To
The Chief Administrative Officer,
Indian Institute of Management Raipur,
GEC Campus, Old Dhamtari Road, Sejbahar
Raipur – 492015, Chhattisgarh

- 1.4 Interested eligible parties are required to be submitted Processing fees of Rs.500/- (Rupees Five Hundred Only) in form of DD in favor of Indian Institute of Management, Raipur payable at Raipur along with Technical Bid (Envelop-1). Last date for submission of Tender bid will **01.03.2017 up to 3:00 PM.** Technical bid will be opened on same date i.e **01.03.2016 at 4:00PM.** The price bids of the parties, who qualify the technical bid, will only be opened. The offer should be in two envelopes, one having Part 1 – the technical bid, Part 2 – the price bid.

Please be noted, The Tender document can be downloaded from the Institute website i.e. www.iimraipur.ac.in. Please refer Tender Section on the Home Page of the Website. Please keep visiting our website for any corrigendum / amendments and submit the bid documents accordingly.

Part 1 -: Eligibility Criteria

Parties qualifying the following eligibility criteria will be eligible to bid:-

Eligibility Criteria	Yes/No
Hostel / Educational Institute Hostel is ready for accommodation for Max.180 students	
Should have Hostel /Education Institute Hostel ready for use with Electrical appliances such as fan, tube- light, CFL, Electrical points etc.	
Premises should be within 5 to 7 kms radius of GEC Campus, IIM Raipur	
Submission of Processing fees of Rs.500/- (Five Hundred Only)	
Submission of copy of PAN Card of Owner, Income Tax Return copy etc.	

Authorized representatives from IIMR will visit the site to inspect and shortlist, which will be part of Technical qualification, and will generally take into account the following factors:

1. The building/premises should be ready in all respect for occupation by IIM Raipur students latest by end of **April 2017** (approximately 150 nos. students to be accommodated on ‘twin sharing basis and 30 nos. students to be accommodated on single sharing basis).’ Hence the building/premises offered should have minimum 70-75 nos. double-bedded rooms with Common dining hall (Seating Capacity-50 to 60 students per lunch/dinner)
2. Building premises of hostel /education institute hostel should be within 5 to 7 kms radius from the IIM Raipur campus.
3. Building/premises must be free from all encumbrances, claims and legal disputes etc. Technical offer should accompany documentary proof of Ownership of building/ educational Institute Hostel lease/right to use, payment of all taxes and electricity charges etc up-to-date.
4. The technical offer should also accompany the following information:-
 - Authorized Contact Person (Name) with **Email and Mobile No.**
 - Copy of PAN Card and Bank account details
 - Income tax return file document for last 2 years
 - Address of the hostel / educational hostel institute with Location Sketch
 - Approach and access details of premises
 - Self -declaration from owner that Building/premises has free from all encumbrances, claims and legal disputes tec.

2. OTHER TERMS & CONDITIONS

- 2.1 The Hostel offered should preferably be in One Building or sufficient number of flats in same premises. Premises should be within **5 to 7 kms** from GEC Campus, IIM Raipur. Evidence of appropriate approvals for Hostel/ institutional use of the property must be submitted with Technical Bid.
- 2.2 Adequate space for parking should be available to park about 10 cars and 20 two wheelers.
- 2.3 The offered Hostel should have 24 hours electricity supply with power back-up and electrical fixtures (fans, CFLs, Tub lights, electrical points for laptop/desktop etc.) A separate electric meter should be installed exclusively for the use of the IIMR.
- 2.4 The accommodation should have provision for 24 hours running water supply for both drinking and utility facilities.
- 2.5 There should be enough arrangement for public utilities (Toilets, etc) for men and women, separately.
- 2.6 The responsibility for payment of all kind taxes such as property tax, Municipal tax etc in connection with the Hostel offered shall be of the Owner/Bidder and updated copies of all tax receipts should be attached with the bids.
- 2.8 The Hostel offered should be well connected by public transport at a reasonable distance and should be easily accessible.
- 2.9 The property offered should have adequate security cover and fire safety measures installed as per the requirements of Raipur Fire Service. Sufficient facility for watch and ward staff should be available. Also the corridors, staircases etc. should be sufficiently wide-minimum 4ft.
- 2.10 Possession of the accommodation will be handed over to Institute within 30 days from the award of the LOA/LOI and rent shall be payable from the date of possession. Monthly rent will be fixed upto 1 years & may be extended year to year basis maximum of 2 years on same rate and terms & conditions.
- 2.11 The Hostel offered should be free from any liability and litigation with respect to its ownership, lease/renting and there should be no pending payments against the same.
- 2.12 Clearances/No Objection Certificates from all relevant Central/State Government and Municipal authorities including Fire Department for use as Hostel premises conforming to the municipality Rules/Bye-laws along with the documents in support of ownership of Building/Land .
- 2.13 The Tender will be acceptable only from Owners / Lease Holders of the building/ property. IIMR will not pay any Brokerage for the offered property.
- 2.14 The Bidders should give rates, showing taxes, if any, separately.

- 2.15 Rates should be quoted in Indian Rupees only. Rates quoted in currencies other than Indian Rupee shall not be considered.
- 2.16 Overwriting, alterations, if any, in the Bids should be signed by the Owner/Lease Holder. Preferably, the Bids should be in the typed form.
- 2.17 No Proposal will be accepted by Fax, E-mail, Telex or any other such means, except by hand, through Post or Courier
- 2.18 Tender not conforming to these requirements shall be rejected and no correspondence will be entertained in this regard whatsoever the reason may be.
- 2.19 The property tax, water tax etc levied by Local Govt. and Central Govt. are to be borne by the Owner
- 2.20 Any form of canvassing/influencing the bid will attract rejection of bid submitted by the bidder.
- 2.21 Incomplete bid shall be directly rejected.
- 2.22 IIM Raipur reserves the right to reject all or any Tender bid without assigning any reason thereof.

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3PROCEDURE FOR OPENING OF TENDER BID

- 4.1 While opening the proposal, the envelopes containing Technical Bids shall be opened first and acceptance of the Tender bid according to the specified clause will be ascertained. The Evaluation Committee will open Financial Bid after evaluation of the Technical Bids & Site Visit by committee of IIMR.
- 4.2 The Committee appointed by the Competent Authority in IIMR may visit the space offered by bidders to ascertain the suitability of the space. The bidders would be treated to have been qualified for opening of their Financial Bids after evaluation of the Technical Bids submitted and Satisfactory Report from the Committee of IIMR after visiting the location and facility of Hostel accomodation . The date, time and place for opening of financial bids would be informed to the bidders, whose technical bids and hostel accommodation are found acceptable.

5.Bid Evaluation

- 5.1 The Bids would be evaluated based on the basis of criteria like distance from IIM, Raipur availability of parking space, availability of power back-up with electrical fixtures, suitability of building for Hostel purpose and rates quoted for monthly rent basis.
- 5.2 The bid evaluation shall be a 3 stage process: -
- Technical bid,
 - Site visit by Committee
 - Financial bid
- 5.3 Bidder with the lowest value of the financial bid with satisfactory site visit report by committee of IIM Raipur. Subsequently L1 bidder shall be declared selected.

6.PAYMENTS

- 6.1 Payments shall be made by the IIMR against pre-receipted bills as per the lease deed to be executed between the IIMR and the owner /lease holder.TDS and other taxes will be applicable as per Govt. IncomeTax rule.
- 6.2 Payments of rent will be made on monthly basis by online payment to Owner / lease holder after deduction of the tax at source (TDS) as applicable from time to time.

7.TERMS OF TERMINATION OF LEASE

- 7.1 The period of lease rent should be minimum 1 years with provision for extension of lease Max. 2 years on mutually agreed terms. For first two years from date of agreement rate will remain the same.
- 7.2 The lease can be cancelled by either side by giving a notice of not less than 3 months.

8.ARBITRATION

All disputes in connection with 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. Director, IIM Raipur shall be the sole Arbitrator.

9. PENALTY CLAUSE

Failure on the part of the owner will attract penalty on the rates decided by the Arbitrator.

10. SECURITY DEPOSITE

IIM Raipur has to deposits equivalent to two month rent as security deposit to the landlord.

11. MISCELLANEOUS

- The offer should be valid up to 180 days after closing date of Tender.
- The bidder would be treated technically qualified after satisfactory report from committee of IIMR on site visit report.
- All disputes lie within the jurisdiction of Raipur only.
- IIM Raipur reserves the right to reject all or any Tender bid without assigning any reason thereof.

PART 2 (To be opened only after completing Part 1)

FINANCIAL OFFER or PRICE BID

The financial offers will be submitted in the following format only in Separate Envelop.

A: Hostel Charges Per month

Sl. No.	Particulars	Qty	Unit	Rent Per Month (In Rs.)
1	Charges for providing Hostel accommodation with tube light, fan, electric Points, Power Breakup, water supply, Dining hall etc. (excluding electric charges)	180 Students	Rent Per Month for Maximum of 180 students	Rs.
Rent per month in Figure : Rupees				

Taxes extra as per actual if applicable.

B: Charges for Transport services (optional):

SN	Schedule of rates (Bus Service)	Rs.
1	Hire charges upto 600 kms/300 hours per month	
2	Rate for Extra kms (exceeding 600 kms per month)	
3	Rate for Extra Hour (exceeding 300 hours per month)	

Taxes extra as per actual if applicable

Signature: _____
Name: _____
Designation: _____
Date: _____

