

Indian Institute of Information Technology (IIIT) Vadodara

C/o Block No. 9, Government Engineering College, Sector 28,
Gandhinagar, Gujarat, India - Contact No. 079- 29750281
www.iiitvadodara.ac.in

Tender No. IIITV/PURCHASE/HOSTEL-ACCOMODATION/2018-19/04

Date: 26 April 2018

NOTICE INVITING TENDER

Dear Bidder,

The Institute invites sealed tender for **Providing Student Hostel Accommodation for 60 Students for a period of three year** on the following terms & conditions:

1. Tender No.	IIITV/PURCHASE/HOSTEL-ACCOMODATION/2018-19/04
2. Type of Tender	Indigenous Open Tender (Two Bid System)
3. Description of Work/Services	Providing Student Hostel Accommodation for 60 Students for a period of three year
4. Tender Fee	Rs. 1,000/- (Rupees One Thousand Only) in the form of Demand Draft in favour of ' Indian Institute of Information Technology Vadodara ' Payable at Gandhinagar, Gujarat.
5. Earnest Money Deposit (EMD)	Rs.50,000/- (Rupees Fifty Thousand Only) in the form of Demand Draft in favour of ' Indian Institute of Information Technology Vadodara ' Payable at Gandhinagar, Gujarat.
6. Pre - Bid Meeting	07 May 2018 at 16.30 hrs at the Institute, Gandhinagar Campus.
7. Last Date &Time for Seeking Clarification	10 May 2018 up to 17.00 hrs by an email to the Registrar < registrar@iiitvadodara.ac.in > OR an ink signed copy at the institute.



8. Closing Date & Time of Bid Submission (Technical and Financial Bid)	21 May 2018 up to 15.00 hrs.
10. Technical Bid Opening Date & Time	21 May 2018 at 17.00 hrs.
11. Financial Bid Opening Date & Time	Bidder(s) would be informed by Email / Telephone
12. Bid Validity	120 days from the date of opening
13. Correspondence Address	Registrar, Indian Institute of Information Technology (IIIT) Vadodara, Block No. 9, Government Engineering College, Sector 28, Gandhinagar, Gujarat, India Contact No. 079- 29750281

Table 1

A. Instructions to Bidder:

1. The tender documents shall be available on the Institute's website (i.e. www.iiitvadodara.ac.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.
2. Bidders should download the tender document from the Institute's website & should ensure to submit the tender fee & earnest money deposit (EMD) along with technical bid.
3. The bidder(s) may seek detailed clarifications on Technical & Financial issues (if any) on scheduled pre-bid meeting as given in Table - 1.
4. IIIT Vadodara expects the bidder(s) to comply with the tender specifications / conditions, which shall be frozen after due date. The bid(s) not complying with the terms and conditions of the bidding document and offers indicating any exception / deviation shall be liable to be rejected.
5. Tender(s) must be reach in the Tender Box kept at the office of the Registrar IIIT Vadodara, Gandhinagar, Gujarat as per the timings mentioned in Table 1 on page 1.
6. IIIT Vadodara reserves its right to accept / reject any / all the bid(s) and cancel the tender at its sole discretion without assigning any reason.

Lawange



7. Bidders intending to send their offers by post may send the same under registered cover / courier or by hand delivery so as to reach the designated place well before closing time and date. However, IIIT Vadodara, Gandhinagar accepts no responsibility for offers received after the due time & date.

Also, all envelope should be marked in bold " **TENDER FOR PROVIDING STUDENT HOSTEL ACCOMODATION** ".

8. Fax and Email quotation are not acceptable and conditional tender(s) will be rejected.

9. The quotation(s) should be given for the items in the same order as in the tender document.

10. The bidder is expected to examine all instructions and terms & conditions in the bidding documents. Failure to furnish all information required by the bidding documents will be at the bidder's risk. Tender(s) not complying with tender conditions and not conforming to tender specifications will result in the rejection of its bid without seeking any clarifications.

11. In the event of any dispute or difference(s) between the vendee IIIT Vadodara and the vendor arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply before or after the supply has been executed, shall be referred to the Director IIIT Vadodara, whose decision shall be final and binding on both the parties.

12. The place of arbitration will be Gandhinagar and the language to be used in English only.

13. The suppliers or their authorized representative may also be present during the opening of the Technical offer, if they desire so, at their own expenses.

14. No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the offer.

15. A demand draft of Rs. 1,000/- (Rupees One Thousand Only) towards non-refundable tender fee and a demand draft of Rs. 30,000/- (Rupees Thirty Thousand Only) towards refundable EMD in favour of "Indian Institute of Information Technology Vadodara" payable at Gandhinagar placed in a separate envelope marked "Tender Fee & EMD" should accompany tender bid documents. Both the demand drafts should be valid for 90 days.

16. The EMD of the successful bidder will be returned to them without any interest after completion of contract period. The earnest money of unsuccessful bidders will be returned to them without any interest within 30 days after awarding the contract.

Rawang



17. The bid / offer will not be considered without tender fee and EMD.

18. In the event a particular tender is cancelled, the tender fee will not be refunded to the concerned Bidder.

19. 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.

B. General Terms & Conditions:

1. The Institute's invites sealed tenders for hiring of apartments in one building or contiguous buildings, from a single owner or a single, duly-authorized power-of-attorney holder, for a period of three years, for use as hostel for students. Total number of flats available / offered should accommodate 60 Students. There should be a provision for office space for hostel warden(s) / supervisor(s), for holding meetings etc.

2. Offers are invited from the eligible parties directly (no brokers) based on the eligibility criteria and general terms and conditions mentioned hereinabove.

3. A Committee duly constituted by the Competent Authority would evaluate the eligible Technical Bids submitted by the bidders and the Financial Bids of the short-listed bidders.

4. Members of the Committee would visit for inspection the premises / building / apartments of only those shortlisted bidders who meet the eligibility criteria.

5. Thereafter, based on the overall suitability of the premises offered, as determined by the Committee, the Institute would qualify the bidders and open the financial bids of such qualified bidders only.

6. The Bidder / Lessor shall be an owner or competent / duly authorized power-of-attorney holder to lease the premises being offered. The tenders shall be accepted only from such owners / PoA holders of the property. Offers from the brokers will not be entertained. No brokerage shall be paid by the Lessee for taking the property on lease / rent.

7. The responsibility for payment of all types of taxes such as property tax, municipal tax, taxes for utilities etc. shall vest solely with the lessor. However, GST, if any, paid by the Lessor shall be reimbursed on actual basis. Further any modifications for migration to the GST regime as per Government of India norms shall be undertaken by the Lessor and the Lessee, as applicable to them.

8. The properties offered for accommodation shall have the 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.



Lawrence

9. Possession of the accommodation should be handed over to Institute within 30 days from the date of award of the Letter of Intent (LOI) and rent shall be payable to the Lessor in monthly basis from the date of possession.

10. The Lessor shall provide electrical, sanitary and other fittings and fixtures 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 Lessee 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 Lessor at the termination of the lease, subject to reasonable / normal wear and tear due to flux of time and usage.

11. Electricity charges of Rooms to be borne by the boarder. Common area electricity be borne by the owner.

12. Maintenance cost will be borne by the owner.

13. Irrespective of the offers received or their competitiveness, the final decision on choosing accommodation or no accommodation at all, will vest in entirety with the Institute.

14. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the bidder by correction of the non-conformity. The Institute will evaluate and compare the Financial 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.**

15. Flooring should be of by vitrified tiles / marble / granite of standard quality. The internal and external walls and ceiling should be properly painted with standard quality paint.

16. 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.

17. The hiring of space will be for an initial period of three years and could be extended further with mutual consent and on mutually acceptable terms and conditions, for further periods.

18. Payments shall be made on monthly basis through NEFT / RTGS against pre-receipt bills as per the lease deed to be executed between the Institute and the owner / lease holder. TDS and other taxes will be deductible as applicable as per government rules.

Laweng



19. The lease can be terminated by either side by giving a notice of not less than three months. No reasons need be given by either party for such termination.

20. Any notice sent by Speed Post only by either party to the addresses recorded in the Lease Deed shall be deemed to have been properly served for any of the purposes mentioned herein.

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

22. The Institute provide the security for its residents, however the building security is to be taken care by the owner.

23. All disputes shall be subject to the Civil Court Jurisdiction of Gandhinagar, Gujarat Only.

C. Evaluation Procedure:

The bid will be evaluated by a scoring method as follows.

The bidder should score minimum of 50 % marks to be qualified, but the only first five highest scorers are eligible for the opening of their relevant financial bid.

Sr. No.	Particulars	Range of Marks	Yes / No	Marks Awarded
1.	Whether willing to offer on lease for (at least) three years	For 01 Year - 01 Mark For 02 Year - 03 Marks For 03 Year - 05 Marks		
2.	Whether the offered accommodation is in a Single Building	For 01 Building - 05 Marks For 02 Building - 03 Marks For 03 Building or More - 01 Mark		
3.	Whether the offered accommodation is in contiguous buildings (please specify distance between the buildings)	0 - 5		
4.	Whether the offered property / building is exclusive to IIIT Vadodara	1 - 5		
5.	Whether the offered property is new or already constructed and in use (specify no. of years since construction, if old and already in use)	0 - 5 Years - 05 Marks 05 - 10 Years - 03 Marks 10 or more years - 01 Mark		
6.	Whether offered property is located in Urban / Rural area	Urban Area - 05 Marks Rural Area - 03 Marks		
7.	Whether rooms are with attached toilets in the property offered.	0 - 5		

Laweng



8.	Whether adequate number of additional rooms available for hostel staff, for holding meetings etc.	0 - 5		
9.	Whether the accommodation offered has Bus approach road	For 200 Meters - 10 Marks For 200 to 500 Meters - 03 Marks For 500 Meters or more - 01 Mark		
10.	Clean and hygienic surroundings	0 - 5		
11.	Running hot water facility	0 - 5		
12.	Whether there are exhaust fans in common toilets.	0 - 5		
13.	Whether the offered property has operational lift facilit beyond G + 3.	0 - 5		
14.	Whether there is a CCTV for common areas such as corridors, parking area, basement, staircase etc.	0 - 5		
15.	Whether there are Wardrobes in each room with lock and key facilities.	0 - 5		
16.	Whether there is a provision for proper Dining hall (suiting the accommodation capacity)	0 - 10		
17.	Whether there are toilet amenities / accessories like mirror, soap tray, towel rod, tooth paste tumbler, health faucet, etc. in each room.	0 - 5		
18.	Whether there are curtains for doors and windows in all Rooms.	0 - 10		
19.	Whether there are separate electricity consumption meters for the accommodation offered.	0 - 10		
20.	Whether there is provision of 15 amps power sockets and switches for washing machines, ironing boards, refrigerators etc.	0 - 5		
21.	Whether the offered property has RO water filter facility	0 - 5		
22.	Whether the offered property has provision (Ramp) for Physically Challenged person.	0 - 5		
23.	Whether the offered property has space for sports / games (Indoor and Outdoor).	Indoor Only - 05 Marks Outdoor Only - 10 Marks Indoor + Outdoor - 20 Marks		
Total Marks:		150		

Note:

The bidder has to ensure about the basic facilities of offered property like Water, Electricity, Sewage, Electrical Fixtures, and Fire Safety Fixtures etc. In unavailability of the same, the bidder is not qualified for financial bid opening irrespective of his marks obtained as per the above evaluation procedure.

Law Singh



D. Property Particulars:

Sr. No.	Particulars	Details / Specifications
01	Name of the person / party holding title to the property or PoA	
02	Complete Address and Location of the Building	
03	Total area offered for rent	
	Single Occupancy (No. of Rooms & Size of One Room in Sq. Ft.)	
	Double Occupancy (No. of Rooms & Size of One Room in Sq. Ft.)	
	Triple Occupancy (No. of Rooms & Size of One Room in Sq. Ft.)	
04	Accommodation offered is on which floor(s)?	
05	Whether the building is earthquake resistant. (Certificate from the competent authority is available)	
06	Any other salient aspect of the building which the party may like to mention	
07	Name of Beneficiary with Details of Bank & Contract	

E. Award of Contract:

1. The Institute will award the contract to the bidder whose bid has been determined to be substantially responsive and lowest. However, the Institute reserves the right to commercial negotiate with the lowest bidder.

2. The bidder whose bid is accepted will be notified for the award of the contract by the Institute prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the contract documents.



Lawrence

F. Bidder's Particulars:

Sr. No.	Particulars	Details
1	Bidder's name / Organization Name	
	Whether Owner or Power-of-Attorney (POA) Holder	
	Relationship with beneficiary	
	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 No. of Office	
	Mobile No.	
	Email Id	
4	PAN Number	
5	GST Registration Number	
6	Aadhar Number	
7	Bank Details	
	Bank Name, Branch & Address	
	Account name	
	Type of A/c (SB/CA/CC)	
	A/c No.	
	IFSC Code (Please attach copy of cancelled cheque)	



G. No Relation Certificate with the Institute's Employees

Participation of relatives of employees of the Institute in the tender

I / We

S/o

R/o

.....

.....

hereby certify that none of my /our relative is / are employed in the Institute as per details given in tender document. In case at any stage, if it is found that the information given by me / us is false / incorrect, the Institute shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.

Bidder's Signature

Official Seal & Stamp



Handwritten signature in blue ink.

H. Financial Bid:

The Students strength is 60 (Plus or Minus by 20%):

Sr. No.	Particulars	Unit	Unit Rate in Rs.
01	Rent for Building / Contiguous Buildings along with all the facilities and amenities.	Per Bed	
02	Taxes (If any)		
03	Grand Total Per Month in Rs.		

Note:

1. Escalation rate is 5% non - compounded after the completion of first year from the date of contract period.
2. In case of any increase in the taxes and levies implemented by the Govt. during the contract period, the same shall be reimbursed by the Institute at actuals, on producing of Govt. Notification and proof of payment. Similarly, in case any reduction in the taxes and levies , the benefit of such reduction must be passed on to the Institute.

Lawrence

