

Short Tender notice for Hiring of Accommodation Rooms/Apartments/ Buildings on Lease for students Hostel in the proximity of GBU within 07 Kilometer



SHORT TENDER NO. GBU/ADMIN/R-HOSTEL/01/2023 Date. 12/04/2023

ADDRESS

Gujarat Biotechnology University
Near Gujarat International Finance Tec (GIFT)-City,
Shahpur Village, Gandhinagar- 382355, Gujarat

SHORT TENDER NOTICE

Dated: 12th April 2023

Short Tender notice for Hiring of Accommodation Rooms/Apartments/ Buildings on Lease for students Hostel in the proximity of GBU within 7 Kilometer.

Gujarat Biotechnology University (GBU), GIFT City Gandhinagar, under the aegis of Department of Science & Technology, Government of Gujarat invites intended bidders for providing rented building to accommodate students in the rented premises or say Hostel for 120 students including M.Sc., Ph.D. Students. The facilities should be in the proximity of GBU in the radius of 7 Kilometer. The facilities should have common/attached toilet-cum-bathroom and other amenities for hostel etc.

Interested parties /competent Service Providers/ Building owners/Agencies, meeting the eligibility criteria as per tender notice may submit their offer in prescribed application form under two bid systems.

THE IMPORTANT INFORMATION AND SCHEDULE RELATED TO TENDER

Date of Issue/Publishing	:-	12 April 2023
Start date and time of submission of Bids	:-	12 April 2023
Pre-Bid Meeting	:-	15 April 2023
Last Date and Time for Submissions of Bids	:-	24 April 2023 at 12:00 Hours
Date and Time of Opening of Technical Bid	:-	24 April 2023 at 15:00 Hours
Tender Fee (Non-Refundable)	:-	RS. 500/- (Five Hundred Only) plus GST extra
Place of Submission of Tender documents	:-	Gujarat Biotechnology University, GIFT City Gandhinagar, Gujarat-382355
No. of Covers (Two Bid System)	:-	02 (Financial and Technical)
Bid Validity	:-	120 days from the last date of submission of Bids
Contact details	:-	Registrar,GBU
Mobile	:-	9909957407
E-mail Id	:-	pa2registrar@gbu.edu.in
Location	:-	Gujarat Biotechnology University, GIFT City Gandhinagar, Gujarat-382355

Note: The Applicants are requested to read the Tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the Applicants.

**Registrar
Gujarat Biotechnology University**

1. BACKGROUND

- 1.1 Gujarat Biotechnology University (GBU) has been established through GBU Act, 2018 under the aegis of Department of Science and Technology, Government of Gujarat to deliver biotechnology solutions for society, engaging with the vibrant life science industry in Gujarat, India and across world.
- 1.2 GBU, Gandhinagar is operating from its campus office located at GIFT City, Gandhinagar, Gujarat, since August 2021.
- 1.3 GBU, Gandhinagar invites the short tender notice for hiring rooms/apartments/buildings for Students Hostel accommodation with necessary basic facilities to provide comfortable stay to students.

2. REQUIREMENT OF GBU, Gandhinagar.

- 2.1 The institute has an immediate requirement of accommodation for up to 120 students including M.Sc./Ph.D./Project Students along with common / attached toilet-cum-bathroom facility and other amenities required for the purpose of Hostel, the facilities should be located in Gandhinagar District of Gujarat. This facilities hired temporary basis initially for a period of one years and which may be extended further for a period of one year.
- 2.2 The building should have minimum 25-30 rooms along with common/attached toilet-cum-bathroom facility and other facilities for the purpose of hostel set-up. The immediate requirement is of accommodation for 120 students.
- 2.3 The distance between GBU campus and rented building should be in the proximity of GBU within 7 km distance.
- 2.4 The Hostel building is required to accommodate minimum 2 students per room and maximum of 4 students in each room.
- 2.5 The accommodation should be neat and clean having well-ventilated and airy rooms in habitable condition with hygienic environment.
- 2.6 Rooms must be cleaned on daily basis and washrooms & bathrooms must be cleaned at least twice a day with detailed monthly report generation. The cleaning arrangement is in the scope of service provider.
- 2.7 Ample number of common / attached bathrooms and toilets in the accommodation must be in good and hygienic condition for required number of students. The hostel committee may visit hostel and evaluate the situation and recommended for up gradation, if any or may submit their report to authority for needful consideration and suggestive measures.
- 2.8 The room should be fitted with SUFFICIENT tube lights/LED lights, fans and a minimum of two Power Points for each Hostel Bed.
- 2.9 Electricity and Potable Water for drinking and bathing must be available round the clock in the accommodation throughout the year.
- 2.10 All the sanitary and water supply installation connections must be provided in the facility.
- 2.11 Electrical installation and fittings like power plugs, switches, charging points etc. must be in place.
- 2.12 Preferably, in emergency situations power backup / generator facility should be available in the premises.
- 2.13 The building should have suitable provision and adequate space for running mess and recreation activity for students. It is the sole discretion of the students to avail mess facilities or may chose some other option as deemed fit to them.
- 2.14 Geyser or Hot water facility in bathroom should be present.
- 2.15 All necessary amenities (specifically bed, study table and one chair per student) shall be provided in rooms. Necessary modifications required to be carriedout in the rooms / building for improving the utility shall be done by the owner as per the suggestions of GBU on NO COST Basis.
- 2.16 The Premises should have security boundary wall with minimum two Nos. of IN / OUT gates with video surveillance (CCTV cameras) record with centralized control system / room.
- 2.17 A functional WIFI/ Internet connection in the Hostel accommodation should be available and it is mandatory.
- 2.18 An EPABX / Telephone exchange for purpose of communication within the Hostel accommodation should be available.
- 2.19 The Entry / Exit Area for Boys / Girls must be separated.
- 2.20 A nearby 24-hour medical facility and/or doctor (on call) must be available at the hostel premises for any medical emergencies. This point is optional but important.

2.21 The Hostel care-taker/ Hostel Supervisor should be in the scope of service provider as one point to address issues and resolve the same.

3. TERMS AND CONDITIONS:

- 3.1 Selected agency will be required to execute a lease agreement containing detailed terms & conditions with **GBU, Gandhinagar**, in accordance with the provisions of the law applicable. The Agreement shall be signed for an initial period of one year, depending upon requirement, may be extended further for a period of 1 year on the satisfactory performance.
- 3.2 The agreement for hiring of buildings/accommodation shall come into force immediately after it is executed and shall remain in force for the period agreed upon.
- 3.3 The premises will be used for Hostel accommodation for students. No commercial activity other than the accommodation will be carried out on the leased premises.
- 3.4 Possession of the accommodation will be handed over to GBU, Gandhinagar within 30 days from the award of the order and starting of the academic session, on timely basis. The premises should be ready for occupation **in all respects i.e., facility, furniture and fixture, water, drainage, electrical fittings, mess area etc.** Rent shall be payable from the date of possession of the property. The owner should submit claim or invoice to GBU on the every completed months preceding 07 day of next month.
- 3.5 Building offered must be free from all encumbrances, charges, claims and legal disputes etc. The landlord/owner is required to furnish an undertaking /affidavit dully attested by the competent authority swearing therein that the owner is not blacklisted / disqualified at any time by any government /authority from participating in the bidding process or has not been disqualified by any competent authority.
- 3.6 The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. The electricity bill and water charges will be paid extra or as actual. The total rent shall be inclusive of all charges, service charges, maintenance charges, and taxes, etc.
- 3.7 Regular RO water and electricity must be available and necessary standby arrangements would be provided for water & electricity by the service provider.
- 3.8 We prefer low noise level within and around the hostel premises. Within the hostel, it must be regulated.
- 3.9 Service Maintenance charge shall be inclusive in the rent. GBU, Gandhinagar will not pay any maintenance charge. The Outside / Inside of the building other Door, fixtures etc. should have been painted recently to look afresh.
- 3.10 The building should have been properly constructed according to the sanctioned plan of competent authority as per the requirements of town and country planning department / Municipal Corporation, or any other concern authority, and as per the approved safety plans\ norms.
- 3.11 All property tax, all municipality tax, local taxes will be included in the rent. To Furnish details of such viz. Property tax, all Municipal Taxes and other Local Taxes being levied and paid in respect of the accommodation offered.
- 3.12 Clearance Safety certificate from Fire Department, Structure Safety Certificate from Building safety department in case of commercial building is essentially required.
- 3.13 Proper Fire safety arrangements are mandatory in the premises to be installed at the time of agreement as per the direction of competent authority.
- 3.14 The GBU, Gandhinagar shall not be liable or responsible for any damage caused to the premises during the term of the rent deed as result from any fire, earthquake, storm, war, civil disturbance, riots, or any natural calamity or act of God which is beyond the control of the GBU, Gandhinagar.
- 3.15 The responsibility for payment of all taxes such as property tax, income tax, water tax etc., in connection with the property offered shall be of the Agency/ owner and updated copies of all tax receipts should be attached with the applications.
- 3.16 The premises shall have proper height boundary wall with security grill on top , wherever it is not covered, replacement of doors, window framesand shutters, and window fittings etc. shall be carried out.
- 3.17 Any other salient aspect of the building which the party may like to mention. Any other existing furniture / items of utility for the purpose of renting may be included by the interested parties.
- 3.18 **PAYMENT TERMS:** GBU, Gandhinagar shall pay monthly rent all-inclusive of Electrical charges, water charges, service and maintenance charges and taxes as applicable. Payment of rent shall be made by cheque/RTGS/NEFT/ month wise on submission of bill after deducting the applicable taxes, etc.
- 3.19 GBU, Gandhinagar will not be liable to pay any charge for the normal wear and tear of fittings and fixtures in the building premises.
- 3.20 **PENALTY CLAUSE:** The GBU, Gandhinagar reserves the right to check and inspect the Hostel premises on regular basis by the authorized Officials / Expert Committee. In case of any deficiency or deviation in services from the clauses mentioned in the TENDER/Agreement may impose penalty on

the service provider / building owner for those deficient services. The deficiency will be addressed by the building owner within 15 days. The penalty will be decided by the expert committee of the GBU, Gandhinagar and the decision will be binding on the service provider/ building owner.

- 3.21 **TERMINATION:** The Agreement may be terminated by giving three months' notice by both the parties. However, during such notice period the buildings/accommodation along with all ongoing facilities shall remain in the possession of GBU, Gandhinagar. The tenancy of GBU, Gandhinagar shall be governed by the prevailing law as applicable to the parties. The owner shall not withhold any facility / necessary amenities provided in the building.
- 3.22 In case of unsatisfactory maintenance of the building by the Agency, GBU, Gandhinagar reserves its right to terminate the contract by giving one month's notice or get the repairs done on its own and deduct the amount spent by it from the rent payable. However, if the Agency gets the repairs done to the satisfaction of GBU, Gandhinagar within the notice period of one month, GBU, Gandhinagar may at its sole discretion withdraw the notice with or without penalty.
- 3.23 The decision of the GBU, Gandhinagar will be final in case of any dispute arising in the implementation of the terms of the contract.
- 3.24 **FORCE MAJEURE:** If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by Force Majeure situation, the Agency shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Agency/ Firm and not involving the Agency/ Firm's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Institute either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. Neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance.
- 3.25 In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be referred to the Sole Arbitrator to be appointed by the Registrar, GBU and the award of the Sole Arbitrator will be binding on both the parties. In the event of death, refusal, neglect, inability, or incapability of the person so appointed to act as an arbitrator the Registrar, GBU may appoint a new arbitrator. The venue of arbitration shall be the respective office of the sole arbitrator or a place suitable to GBU, Gandhinagar unless otherwise specified in the arbitral award the cost of such arbitration shall be borne by the landlord and there will be no objection to this effect by any of the parties. Further, any legal dispute arising out of any breach of contract shall be settled in the court of competent jurisdiction located within the local limits of Gandhinagar, Gujarat.

4. PREPARATION AND SUBMISSION OF APPLICATION

- 4.1 **The Applicants are advised to go through the tender documents in detail and understand the requirement and terms and conditions specified therein before submitting the tender.**
- 4.2 Both the bids (**Technical and Financial**) duly signed by the owner, or his/her Authorized Signatory should be submitted in two separate sealed envelopes as described below:
 - (a) **Envelope 1:** containing Technical BID in **Annexure-I** duly completed in all respects along with all relevant documents, duly signed and stamped by Authorized Signatory on each page of technical bid and relevant documents and should be super-scribed in bold letters with the statements: **'TECHNICAL BID FOR HIRING OF BUILDING FOR HOSTEL'**.
 - (b) **Envelope 2:** containing the Financial BID, as prescribed in the **Annexure-III** and should be super-scribed in bold letters with the statements: **'FINANCIAL BID FOR HIRING OF BUILDING FOR HOSTEL'**.
- 4.3 Finally, the above-mentioned envelopes should be kept in a single sealed cover/envelop super-scribed in bold letters with the statements - **'APPLICATION FOR HIRING OF BUILDING FOR HOSTEL'** and to be submitted at:

Registrar

Gujarat Biotechnology University, GIFT City, Gandhinagar, Vill-Shahpur, Gujarat-382355

- 4.4 **Following documents (each page duly numbered in continuation) to be submitted along with the Technical Bid:**
 - a. Check list of documents being submitted by the Bidders to be made as per format enclosed as **Annexure IV**.
 - b. Letter for Acceptance of Terms & Conditions of TENDER document as per **Annexure-II**
 - c. Pan Card/s of the Owner/s
 - d. Memorandum and Articles of Association, in case of company, Partnership Deed and Registration Certificate in case of partnership firm.

- e. Ownership document of the building Or Agreement Copy if the premise is on lease.
 - f. Fire safety certificate from fire safety department.
 - g. Structural safety certificate from competent authority (Both in case it is a commercial building).
 - h. Document for sanctioned Electricity load.
 - i. Income Tax /PAN/GST Registration Certificates
 - j. NoC for lifts (if installed) from Fire Department
 - k. All other requisite documents in support of Bid as per Terms and Conditions given in TENDER.
- 4.5 The bidder shall offer room rent inclusive of all charges i.e. Maintenance, service charges, security services and taxes, etc. The electricity and water charges will be paid on actual usage by the GBU. The GBU, Gandhinagar shall not pay any over and above rent of the building.
- 4.6 The Technical BID should be accompanied by a copy of this TENDER Document with each page duly signed by the authorized signatory of the Applicants, who has signed the application, as token of having read, understood, and complied with TENDER, the terms, and conditions contained herein. Applications not accompanied by a duly signed copy of the TENDER Document will not be considered.
- 4.7 All the requisite information should be filled up in prescribed form and the filled-up application form, relevant information and required document should be clearly readable and all the pages of the document should be signed by authorized signatory.
- 4.8 Applications must reach on or before the closing time and date as indicated in the beginning of this document. Any application received after closing date/time shall not be considered. Applications received by REGISTERED POST/SPEED POST/COURIER/BY HAND **will** only be accepted. Applications received by any other mode like FAX, EMAIL etc. will not be accepted. GBU, Gandhinagar will not be responsible for any postal delay.
- 4.9 The GBU, Gandhinagar shall not be responsible for misplacement, loosening or loosing or premature opening of the outer envelope if not sealed and / or marked as stipulated. This may be reason for rejection of the bid. If the financial proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the proposal non- responsive.
- 4.10 **Bid Validity:** The Bid shall remain valid for a period of 120 days from the last date of submission of proposal. In case the Applicant withdraws, modifies, or changes his offer during the validity period, application is liable to be rejected without assigning any reason thereof and the applicant may be barred for 3 years to participate against any tender / TENDER / RFQ of GBU, Gandhinagar.
- 4.11 Any changes / corrigendum/extension of closing/ opening dates in respect of this tender shall be issued through GBU, Gandhinagar **website or e-publishing portal** only and no **press notification will be issued in this regard. Applicants are therefore requested to regularly visit GBU, Gandhinagar website for updates.**
- 4.12 Application of Tender as submitted by the Applicant shall become the property of GBU and GBU shall have no obligation to return the same to the Applicant.
- 4.13 The Applicant shall bear all costs associated with the preparation and submission of the application and GBU will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of this submission of application process.
- 4.14 The GBU, Gandhinagar reserves the right to consider/reject any such proposal without assigning any reason. In case of rejection of application, the decision of competent authority will be final, and binding and the party shall not be entitled to any compensation whatsoever for non-issue of work.

5. APPLICATION OPENING & EVALUATION

- 5.1 The Applications would be evaluated based on the rates quoted for rental of property including free space and furniture & fixtures. Rates quoted for other / other facilities shall not be considered for the said purpose.
- 5.2 GBU, Gandhinagar shall be under no obligation to accept the lowest quotation. However, a property satisfying various additional infrastructural facilities /conveniences / utilities stated in the Tender documents may be considered in the interest of the GBU.
- 5.3 Non-fulfilment of any of the above terms shall result in rejection of the Application.
- 5.4 GBU, Gandhinagar reserves the right to visit a particular or all locations and reserves full right to choose any location and premises as suitable.
- 5.5 The Successful Bidder should accept the offer within 10 days from the date of receipt of "Letter of Offer", failing which the offer will be cancelled.

Registrar
Gujarat Biotechnology University

Name, Signature and Seal of Authorized Signatory of Applicant

Technical Bid

(To be submitted on the letterhead of the Applicant)

HIRING OF BUILDING FOR ACCOMMODATION (HOSTEL)

Sl. No.	Requisite Information	Firms Response
1)	Name of The Service Provider(s)/ Building owner(s)/Agencies	
2)	Full Address of the Service Provider(s)/Building owner(s)/ Agencies Telephone /Mobile No. E mail ID	
3)	PAN No. details	
4)	GST No. If any	
5)	Legal Status of holding: (Building Proprietorship / Building Partnership / Building on Lease / Other, specify). (Attach the documentary proof)	
6)	Detail Location & Address of Building offered to be HOSTEL Premises
7)	Name of Contract Person, Mobile No. And Email Id
8)	Total Area offered for rent: 1. Total Carpet Area (in Sq. ft.) 2. Total covered area (in Sq. ft.) 3. Total Plinth Area (in Sq. ft.) 4. Year of construction:	
9)	No. of Rooms offered for Rent	
10)	Distance of offered Hostel Premises from Gujarat Biotechnology University	
11)	Road width (In Feet)/ Landmark where the accommodation is situated.	
12)	Use of Building/premises (Commercial or Institutional or Residential): Is there any restriction on the use of building/ premises? If Building is as Hostel, attached Valid license.	
13)	Is there Provision of Lift in offered Building?	
14)	Has Valid Electric Power in offered Building? Sanctioned electricity load:	
15)	Have alternate provision of Electric supply in the offered Building?	
16)	Whether Telephone / Internet connectivity is available or not?	
17)	Details of power backup facilities, If Any:	

Sl. No.	Requisite Information	Firms Response
	Arrangements for operation, regular repairs and maintenance of such 'Power Back Up' facilities. (e.g., DG Set, UPS etc.)	
18)	Does the property have necessary facilities like ramp, special washrooms etc, for differently able persons?	
19)	Details of Surveillance System, If Any (CCTV):	
20)	Whether running water, both drinking and otherwise, is available round the clock?	
21)	Are there any items or special Services Charges intended to be provided for payment of additional charges (besides the rent)? If so, please indicate each such service/intended to be provided with details of such charges separately.	1. 2. 3. 4. 5.
22)	Attach the Following documents: 1. Ownership Documents 2. Building approved Drawings 3. Structure Certificate 4. Fire Safety clearance Certificate 5. No of Fire Extinguishers installed 6. Sanctioned Load from respective Authorities
23)	Agreed to provide all amenities as per tender document / TENDER document?	
24)	Agreed to sign for a period of ONE year, which may be extended for a further ONE YEAR period and thereafter on mutual consent.	
25)	Whether agrees to abide by the terms and conditions of the TENDER document? In the event of award of the contract?	
26)	Bank Details	Beneficiary Name: _____ Account No: _____ Bank Name: _____ Branch: _____ IFSC Code: _____ MICR No.: _____ Type of Account: (Saving/Current)_____
27)	Payment Terms agreed as Specified in TENDER documents.	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication, and misstatement of facts in any form, will at once result in cancellation of my application/ contract and that Gujarat Biotechnology University reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory)

Date:.....

Name of Signatory:

Place:.....

Name of the Service Provider(s)/ Building owner(s)/Agencies:

LETTER FOR ACCEPTANCE OF TERMS & CONDITIONS

(On the letter head of the Agency)

To

Date:

Registrar,
Gujarat Biotechnology University
GIFT City, Gandhinagar
Gujarat-382355

Sub: Acceptance of Terms & Conditions of TENDER for 'HIRING OF BUILDINGS FOR HOSTEL ACCOMMODATION.

Dear Sir,

I / We have downloaded / obtained the TENDER document(s) for the above mentioned "TENDER / Work' from the web site(s) namely as per your notice given in the above-mentioned website(s).

1. I / We hereby certify that I / we have read the entire terms and conditions of the TENDER documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your department / organization with this TENDER has also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the TENDER conditions of above mentioned TENDER document(s) / corrigendum(s) in its totality / entirely.
4. No employee or direct relation of any employee of GBU is in way connected as Partner / Shareholder / Director / Advisor / Consultant / Employee etc. with the Agency / Firm / Company.
5. I / We certify that all information and data furnished, and attachments submitted with the application by our Agency / Firm / Company are true & correct.
6. I / We are aware that if any information is found to be incorrect / untrue or found violated, then your department / organization shall without giving any notice or reason thereof summarily reject our bid or terminate our contract, without prejudice to any other rights or remedy including the forfeiture of the full said Earnest Money Deposit / Performance Security absolutely.
7. I / We do hereby declare that the I/we/our firm/company has neither been blacklisted nor any criminal case is pending against me/us/our firm/our company (attach an affidavit duly notarized on Stamp Paper Worth of Rs. 100/- stating that I/we/our firm/company has never been blacklisted and no criminal case etc./ is pending against me /us/our firm/company) by any of the Govt. Institute/Ministries /Departments/PSUs.

Yours Faithfully,

(Signature of the Applicant, with Official Seal)

TENDER Ref No:

Dated:

FINANCIAL BID

(To be submitted on the letterhead of the Applicant)

HIRING OF BUILDINGS FOR HOSTEL ACCOMMODATION

S. NO.	Type of facility	Details of facility (Nos of Room, Area in Sq feet etc.)	Rent per Month (Rs) for the facility	Total Rent of premises Per Month (Rs)	Duration	Total Amount (Rs)
1	Single Occupancy along with all amenities viz. toilet, bathroom, study table & chair.	___X___ ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	
2	Double Occupancy along with all amenities viz. toilet, bathroom, study table & chair.	___X___ ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	
3.	Four Occupancy along with all amenities viz. toilet, bathroom, study table & chair.	___X___ ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	
4.	Four Occupancy along with all amenities viz. toilet, bathroom, study table & chair.	___X___ ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	
5.	Open space (for Recreational Activities)	___X___ Ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	
6.	Additional furniture, fixture, services etc. offered by the Bidder.	___X___ Ft	Rs..... .. (in Figures)	Rs..... (in Figures)	12 Months	

Financial bid should contain Providers / Building owners/ Agencies name and **monthly Rental** including all charges to be quoted by bidder. The Financial comparison will be decided on the serial no. 1, 2 and 3 only.

(Signature of the authorized Signatory)

Date:.....

Name of Signatory:

Place:.....

Name of the Service Provider(s)/ Building owner(s)/Agencies:

TENDER Ref No:

Dated: _____

Checklist to be Submitted by the Bidder				
S.No.	Name of the Bidder	Name & Number of Documents Produced/ Submitted	Consisting of Page number From ..To.. (Duly Numbered)	Remarks
Signature of Bidder with Stamp/ Date/ Place				

Signature & Stamp of Bidder:

Date: