



(A Government of India Undertaking)
Regd. & Corporate Office, ITI Bhavan,
Dooravaninagar , Bangalore – 560 016
CIN: L32202KAI950GoI000640

OFFICE ACCOMMODATION AVAILABLE ON LEASE.

Prime office space of 68700 sq.ft [B+G+3 floors] available on Magrath Road, for rent /Lease in Central Business District, Bangalore. Tender documents can be collected from the office of Chief Manager-HR on all working days from **24-07-2017 to 07-08-2017** between 11 AM to 4 PM on payment of Rs.1000.00(One Thousand Only)by cash/DD/Pay order in favour of ITI Ltd. Bangalore or downloaded from website refer www.itiltd-india.com.

Real Estate agents/Brokers/Consultant can actively participate in complete process of identifying prospective tenant.

For details refer our website www.itiltd-india.com

[M.DESHMUKH]
Chief Manager – HR
Date : 24-07-2017

Phone-080-25618297/9538570540/9449037394
25614466 (Extn 2311/2360)

Signature | Of the bidders



(A Government of India Undertaking)
Regd. & Corporate Office, ITI Bhavan,
Dooravaninagar , Bangalore – 560 016
CIN: L32202KAI950GoI000640

**TENDER DOCUMENT FOR LEASING ITI PREMISES AT
No. 45/1, Magrath Road
Bangalore – 560 025**

Tender Ref: ITI/COHR/ AM/MAG-Bldg./2017-18 dated 24-07-2017

Cost of the Tender Document: Rs 1,000/- (Rupees One Thousand only)
(non refundable)

Signature | Of the bidders

2

SL NO	DESCRIPTION	INFORMATION
1	REFERENCE NO. OF TENDER DOCUMENT	ITI/COHR/AM/ MAG-Bldg/2017-18 DATED: 24-07-2017
2	DATE OF ISSUE/SALE OF TENDER DOCUMENT	BETWEEN 24-07-2017.TO 07-08-2017. (UPTO 14.30HRS.)ITI LIMITED, CORPORATE OFFICE, ITI BHAVAN , DOORVANINAGAR, BANGALORE 560 016]
3	LAST DATE & TIME FOR SUBMISSION OF BIDS	DATE :09-08-2017. UP TO 14.30. HRS.
4	DATE & TIME OF OPENING OF TECHNICAL BIDS	DATE 09-08-2017 AT 15 HRS. VENUE:OFFICE OF CHIEF MANAGER-HR,ITI CORPORATE OFFICE, ITI BHAVAN,DOORVANI NAGAR, BANGALORE.
5	OPENING OF FINANCIAL BIDS	WILL BE INTIMATED LATER TO ALL TECHNICALLY QUALIFIED BIDDERS.
6	COST OF TENDER DOCUMENT	ON PAYMENT OF RS.1000.00/[RUPEES ONE THOUSAND ONLY] IN CASH OR BY WAY OF DEMAND DRAFT/PAY ORDER DRAWN IN FAVOUR OF "ITI LIMITED, BANGALORE"
8	EARNEST MONEY DEPOSIT (EMD) IN THE FORM OF DEMAND DRAFT/ BANKERS CHEQUE.	12 LAKHS,THROUGH DEMAND DRAFT/ BANKER'S CHEQUE DRAWN IN FAVOR OF "ITI LTD" PAYABLE AT BANGALORE ON ANY SCHEDULED COMMERCIAL BANK TO BE ENCLOSED WITH THE TECHNICAL BID.
9	INITIAL SECURITY DEPOSIT @10 MONTHS RENT	TO BE PAID BY THE SUCCESSFUL BIDDER WITHIN 15 DAYS OF ISSUE OF LOI.[AFTER ADJUSTING EMD]
10	CONTACT PERSON FOR QUERIES (BETWEEN 10AM TO 15.30HRS ON WORKING DAYS ONLY)	M. DESHMUKH. M 25618297/9538570540. NAGESH A.S 944903739489
11	ADDRESS FOR BID SUBMISSION	ITI CORPORATE OFFICE, ITI LIMITED, ITI BHAVAN, DOORVANINAGAR, BANGALORE 560 016

Signature | Of the bidders

12	VALIDITY	THE BIDS SUBMITTED SHALL REMAIN VALID FOR A PERIOD OF 120 DAYS FROM THE DATE OF OPENING THE TECHNICAL BID.
13	LOCK IN PERIOD	36 MONTHS
14	TERMINATION OF CONTRACT	THE LESSOR/LESSEE SHALL HAVE THE RIGHT TO TERMINATE THE LEASE AT ANY POINT OF TIME DURING THE LEASE PERIOD, BY GIVING WRITTEN NOTICE OF THREE MONTHS SUBJECT TO THE CONDITIONS OF LOCK IN PERIOD

TABLE OF CONTENTS

PARA NO.	PARTICULARS	PAGE NO
1	PREAMBLE	9
2	DESCRIPTION OF PREMISES	10
2.2	INFRASTRUCTURE PARTICULARS	10-11
3	BIDDERS QUALIFICATION CRITERIA	11
4	LEASE/ RENT	11-12
4.2	RENT INCLUDES	12
5	DETAILS OF THE AREA, USAGE TERMS OF LEASE	13
A	PLINTH AREA	13
B	AREA AVAILABLE FOR LEASE	13
C	USAGE	13-14
6	BID SECURITY	14-15
7	THE PROCESS[OPENING OF BIDS	15
8	CLARIFICATION OF BIDS	16
9	EVALUATION PROCEDURE	16
A	OVERVIEW OF EVALUATION PROCEDURE	17
B	AWARD OF CONTRACT	18
C	TENURE OF LICENCE AGREEMENT	19
10	LEASE DEED	19
10.A	LEASE TERMS LOCK IN PERIOD , ESCALATION AND SECURITY DEPOSIT	19-20
10.B	CHARGES TO BE BORNE BY THE LESSEE	20
10.C	PAYMENT FOR ALL OUTGOINGS	21

Signature | Of the bidders

10.D	REPLACEMENT COST OF MACHINES /REPAIRS	21
11	INTERNAL REPAIRS ADDITIONS AND MAINTENANCE	21-22
12	PERMISSION TO INSPECT	22
13	VACATION	22-23
14	TERMINATION	23
15	TERMS AND CONDITIONS FOR LESSEE, LESSOR, REAL ESTATE CONSULTANT	23-25
15.1	LESSEE	25
15.2	LESSOR	26
15.3	CONSULTANT RESPONSIBILITIES	26
15.4	LESSEE AND LESSOR MUTUALLY AGREES THE FOLLOWING	27-28
15.5	LESSOR OBLIGATIONS	28
16	SUB-LETTING IS PROHIBITED	29
17	ESSENCE OF CONTRACT	29
18	INDEMINITY	29
19	GOVERNING,LAWAND JURISDICTION	29
20	FORCE MAJEURE.	29
21	DISCLAIMER	30

To,

.....
.....
.....

Dear Sir(s),

Sealed Offers are invited from registered firms, State & Central Public Sector Departments / Undertakings, Multi National Companies, Private/Public Limited Companies of standing, Banks, Financial Institutions etc., having interest in taking on lease Office Accommodation on rent, as per the details indicated in the enclosed documents. The tenders are invited in TWO BIDs, consisting of Technical Bid (Part-A) and Price/ Commercial Bid (Part-B).

The Technical Bid (Part-A) without the Price/Rate shall contain the following details

- (a) Bidder's Profile
- (b) Mode of utilization of the entire space being offered on rent
- (c) Acceptance of all the terms & conditions indicated in our tender, including executing a registered lease deed
- (d) Earnest Money Deposit (EMD)
- (e) The cost of tender document of Rs 1,000/- (Non refundable) shall be payable in cash or by DD/Pay Order. For those bidders who downloaded the tender documents from our website, the same is payable at the time of submission of the tender/bid.

The Price/Commercial Bid (Part-B), shall contain the specific rate per month per Sq.Ft, on the plinth area. The Bid may be made for the entire building. Partial floors will not be leased out.

The offers along with the tender document with terms & conditions duly signed and superscribed with "**OFFICE ACCOMMODATION ON RENT**" and Tender Ref: ITI/COHR/AM/MAG-Bldg /2017-18/ dated 24-07-2017 and addressed to the Chief Manager-HR, ITI Limited, Regd. & Corporate Office, ITI Bhavan, Doorqavaninagar, Bangalore – 560 016 shall be submitted on or before 14.30 Hrs (2.30 PM) on **09-08-2017** in sealed covers only, separately for Technical Bid and Price/Commercial Bid. The price bids shall be submitted separately as per the format enclosed at **Annexure A, [FOR THE ENTIRE BUILDING AREA OF 68700 SQ.FT]**

The offers received after the due date and offers sent by fax/e-mail will not be entertained and summarily rejected.

The schedule of events is as under:

- | | | |
|--|---|----------------------|
| 1. Issue of Tender Documents from | : | 24-07-2017 |
| 2. Last date of issue of Tender Document : | | 07-08-2017 |
| 3. Last date of receipt of bids | : | 09-08-2017 (2.30 PM) |
| 4. Opening of the Technical Bid | : | 09-08-2017 (3.00 PM) |

Signature | Of the bidders

5. Opening of Price Bid will be intimated later to all the technically suitable bidder(s)

6. Tender opening venue : ITI Limited, Regd. & Corporate
Office, Doorvaninagar,
Bangalore – 560016

Thanking you

Yours faithfully
For ITI Limited

CHIEF MANAGER – HR

Encl: as above.

NB: Corrigendum, if any, will be hosted on website only, before the last date of submission. Hence bidders are requested to visit the website regularly. For eligibility criteria and other details please log on to www.itiltd-india.com /

Signature | Of the bidders

8

1. PREAMBLE:

1.1 ITI Limited (“**The Company**”) (A Govt of India Undertaking) is offering its own premises located at No. 45/1, Magrath Road, Bangalore – 560 025 admeasuring 68700 Sq.Feet, and it is comprises of Basement, ground plus three floors with single basement, on “**As is where is basis and What is basis**”, the details of premises mentioned in Clause-2 (“Description of the Premises” herein after, as regards to the conditions of the said property, area etc.,

- i. Earlier “the Premises” was leased out to a private party and now it is vacated since 31.03.2016.
- ii. The Premises is adjacent to a star hotel of ITC group. The office accommodation is strategically located in Central Business District and is Half a Kilometer from MG Road, having a Metro Rail Connectivity and very close to Star Hotels, Major Banks, and Commercial Complexes.

1.2 The interested bidder may visit the Premises on any working day between 10.00AM to 4.00PM, (Except 2nd, 4th Saturday& Govt..Holidays) with one day prior to the last date of submission of tenders with prior permission from the Company. The details of the contact person(s) of ITI Limited to facilitate visiting the Premises are as under:

1. Mr. M. Deshmukh, Chief Manager (HR)
2. Mr. A.S. Nagesh, Manager (HR)

1.3 The Copies of property the documents will be made available for “inspection only” at the Company’s Registered Office, from the date of release of advertisement, on any working day between 10.00AM to 4.00PM (Except 2nd, 4th Saturday & Govt. Holidays) one day before the last date of submission of bids.

- i. The bidders may peruse these documents and thoroughly satisfy themselves thereby confirming to the total compliance of the terms and conditions of the tender documents.
- ii. If a Bidder submits the bid, it shall be construed as acceptance of all the provisions of the Bid Document, notice inviting tender & detailed instructions on the website by Company, all instructions, directions, changes and corrigendum’s issued from time to time are available on the above website.
- iii. The bidder shall not be entitled to raise any objection or dispute whatsoever on submission of the bid.

Signature | Of the bidders

- iv. **In case of any such action by the bidder including withdrawal of the bid or refusal to sign and register the Lease Deed, the bidder's Earnest Money Deposit shall be forfeited totally.**

2 DESCRIPTION OF PREMISES

2.1 The description of the Premises and available infrastructure are indicated below:-

- i. The piece and parcel of non-residential premises comprising of a building with one basement, ground floor and three upper floors measuring about 68700 square feet with appurtenant compound area and bounded as follows:

NORTH	:	By Private Property;[HOSMAT HOSPITAL]
SOUTH	:	By Richmond Road,
EAST	:	By private property used by a Star Hotel
WEST	:	By Magrath Road,.

- ii. Location: No. 45/1, Magrath Road, Bangalore -560 025

iii. Plinth area:	(a) Basement	:	15100 sq.ft
	(b) Ground Floor	:	15600 sq.ft
	(c) First Floor	:	13700 sq.ft
	(d) Second Floor	:	15100 sq.ft
	(e) Third Floor	:	9200 sq.ft
Total			: 68700 sq.ft

- iv. Year of construction : **1990**

v. Type of Structure : RCC framed structure of Ground (+) 03 Floors

vi. Nature of Property :Commercial

vii. Suitability :Ideal for Office Accommodation

viii. The Plinth areas indicated above are inclusive of common service areas in each floor.

2.2 INFRASTRUCTURE PARTICULARS:

i. **BASEMENT FLOOR:**

- ❖ The basement floor is exclusively for parking of two and four wheelers.
- ❖ An electrical panel room and DG set room is located on this floor.
- ❖ Capacity of DG set is 250 KVA [Kirloskar make]
- ❖ Sump Tank - 50000 Ltrs capacity equipped with 2 Nos of 3HP Motors
- ❖ Over Head Tank _ 20,000 Ltrs Capacity.
- ❖ Bore well: 6" with 5 HP motor-1 No. and one more 6" with motor
- ❖ Static Tank - 1,30,000 Ltrs with jockey pump of 75 HP and another pump of 7.5 HP

Signature | Of the bidders

- ❖ Firefighting System-Fire Hydrant System, Fire alarm System, and Portable extinguishers.
- ❖ Power-Contract demand:-300KVA Billing Demand: 225 KVA

ii. **GROUND FLOOR:**

- ❖ Lifts:- Two nos. of reputed make.(Kone &Johnson)
- ❖ Auditorium- Centrally air Conditioned [17.5TR] with seating Capacity of 165 persons with Public address system with Amplifier and podium.
- ❖ Canteen- space for seating with separate store room and kitchen
- ❖ Toilets- Gents and Ladies in each wing.
- ❖ Adequate lights and fans will be made available for office use.

iii. **FIRST AND SECOND FLOOR:**

- ❖ Toilets - Gents and Ladies in each wing and in each floor.
- ❖ Adequate lights and fans will be made available for office use.

iv. **THIRD FLOOR.**

- ❖ Adequate lights will be made available.

3.0 BIDDER QUALIFICATION CRITERIA:

In case the bidder is a private business entity /Indian Government Company/Public Sector Undertaking / Banks /State or Central Government Departments/Ministry/Body including Limited Company or limited liability partnership or partnership etc., the bidder must;

- i. Be a profit making for the previous Three Financial Years which shall be certified by the statutory auditors of the Company or Chartered Accountant and this certificate shall be submitted along with the technical bid.
- ii. Have average annual turnover of **Rs.20 Crores in the previous three pre-financial year. This shall be certified by the Statutory Auditors of the Company** or Chartered Accountant and certificate shall be submitted along with the technical bid.

4.0 LEASE RENT

4.1 The Lease Rent to be offered/quoted by the bidder should be the maximum net rate of rent payable for the Premises to the Company. The rate of rent offered by the bidder shall exclude

- i. All utility charges to be borne by the LESSEE as per Clause No.10.B/10.C such as Electricity charges, BESCO Demand Charges, water usage charges and related cess/charges,
- ii. Levies, cesses/charges levied by local revenue authority or other statutory authority,

Signature | Of the bidders

- iii. Any interest/penalty which is accrued on the above as well as any other tax by whichever name called payable to any government or authority or body as also any additional/increase taxes imposed by the government.
- iv. Applicable Service Tax and other central government levies like GST. The bid shall be decided on the principle so as to derive the maximum overall net lease rent to ITI.
- v. The rent, service tax, GST, cesses and other applicable charges for each month shall be payable in advance on or before 5th day of **each** month, for that month, against the bill raised on every 25th working day of the previous month by the Company.

4.2 RENT INCLUDES:

- i. All the applicable Service Tax shall be paid by the bidder/Lessee as per the bills raised by the Company, at the rates applicable from time to time. Nothing contained herein will exempt or preclude the bidder/Lessee to avoid payment of Service Tax, merely on the ground that bills were not raised or that bills were not raised in time.
- ii. TDS on Rent will be applicable as per applicable statute. The TDS certificate shall be issued to the Company every quarter, without fail and the bidder/Lessee shall ensure that the same is reflected in the Company's Form 26AS.
- iii. ***The Rent, service tax, GST and other charges will be payable from the date of handing over of the possession of the Premises or execution of the lease deed whichever is earlier and shall be payable up to termination of the lease or handing over of the Premises back to the LESSOR (ITI) whichever is later.***
- iv. In case the monthly rent, service tax and any other amount payable (including interest) if not paid by the 5th day of same month in advance, the bidder/LESSEE shall be liable to pay interest thereon at 15% (quarterly compoundable interest) for the period of delay up to date of payment, without prejudice to the Company's right to other remedies as per law including the right to terminate the lease. Default in payment of rent, service tax, GST and other charges, for any three months [03] in a calendar year, shall entitle the Company to terminate the lease and enter upon the Premises.
- v. Termination shall be by way of issuance of a written notice giving the bidder/Lessee one month to vacate the Premises. On the expiry of the said one month period, the bidder/Lessee shall vacate the Premises, leaving the Premises in the same condition along-with all assets and equipment as it was leased, subject to reasonable and normal wear and tear.
- vi. The word "Lease Rent" shall include unpaid interest on rent which remains unpaid as the Lease Agreement.
- vii. **Lease rental figure/amount shall be quoted in the Commercial bid only and not in technical bid.**

5 DETAILS OF AREA IN THE BUILDING, USAGE, TERMS OF LEASE.

(A) Plinth area:

a) Basement	:	15100 sq.ft	}
b) Ground Floor	:	15600 sq.ft	
c) First Floor	:	13700 sq.ft	
d) Second Floor	:	15100 sq.ft	
d) Third Floor	:	9200 sq.ft	
Total	:	68700 sq.ft	

The above mentioned area is the plinth area (as measured by the Company) and the lease will be based on this area as indicated above only **without any changes.**

(B) Area available for lease with apportionment of area:

- i. The area of basement is reserved for parking & utilities only and therefore is being used for utilities like Equipment, storage, etc. This area will be reckoned for common purpose only.
- ii. The utility area and the common area which normally would include area like main entrance lobby, and entrance lobbies on all floors, lift/lift lobbies, staircases, common landings, approaches, terrace, outside generator areas, all other such areas and services areas would be designated as “common areas” and will be accessible for the users in the building as a whole.
- iii. **Use of terrace for commercial activities will not be allowed.**

(C) USAGE:

- i. Uses of the premises would be for office/School/College/Hospital use only.
- ii. The bidder/lessee will not be permitted to use the said premises in such a way which is in the opinion of the Company may cause prejudice, nuisance, annoyance or inconvenience to ITI or for storing hazardous goods or for any purpose not permitted under the laws of land.
- iii. The bidder/Lessee will not use or deal with the premises in a manner contrary to any condition imposed on the premises by the law, the government or local

Signature | Of the bidders

authority and shall keep the Company indemnified against all actions, suits, and the other proceedings in consequence of such uses by the bidder/LESSEE.

- iv. The bidder/LESSEE would keep the leased premises and lavatories, pipeline, sinks etc., and passages forming part thereof clean and in sanitary condition and remove all rubbish at the end of the day.
- v. During the period of lease, any damage in whichever form if made to the property in use or the adjoining property will have to be made good by the bidder/LESSEE. The decision of the ITI will be final in this regard.
- vi. Display of Signage: The place for the display of the name of the LESSEE would be indicated by ITI. Other than this, no part of the building (including terrace) except as specified by the ITI would be used for any display, advertisement, signage, posters etc., of any kind.

6. **BID SECURITY**

- I. All the bidders are required to submit the original bid security at the time of submission Technical Bid. The Bid security shall be either in the form of Demand Draft or Banker's Cheque.
- II. Bid security shall be for an amount of **Rs. 12 lakhs**.
- III. The bid security in the form of Demand Draft or Banker's Cheque shall be in favor of "ITI Limited" payable at Bangalore.
- IV. Bid security will be non interest bearing and therefore ITI shall not be liable to pay any interest to the bidders irrespective of the duration of time between the submission of the bid security and its return by ITI to bidder.
- V. If for any reason, any selected bidder declines to take on rent of the building for which they have selected, the bid security furnished by the bidder shall stand forfeited.
- VI. If for any reason, whatsoever attributable to the Company, the lease deed cannot be entered into, the Company reserves liberty to annul tendering process and return bid security to the respective bidder/s. In such an event the Company shall not be liable for payment of any interest on the bid security amount to the bidders. Moreover, the bidder in such case shall not be entitled to any right or specific performance or any right or interest whatsoever in the Premises or any part thereof.
- VII. The bid shall be valid for acceptance for a **period of 120 days from the date of opening of the technical bid called as the "validity period"**. The bid so submitted shall not be withdrawn by the bidder during the validity period and will lapse after the validity period unless the Company accepts the bids before the expiry of the validity. In case the processing time for evaluation and award is likely to take some additional time beyond the validity period, the bidder shall be requested to extend the bid validity as desired by the Company.

Signature | Of the bidders

- VIII. In case the bidder withdraws his bid at any time during the validity period, his total bid security shall be forfeited.
- IX. If any bid is not accepted/ rejected by ITI, the bid security paid by that bidder shall be refunded without interest by Account Payee cheque in the name of the bidder.

7 THE PROCESS:

OPENING OF BIDS:

1. The technical bid of all tenderers shall be opened by the committee on the specified date in the presence of the authorized representatives of the tenderers who choose to be present. If such nominated date for opening of tender is subsequently declared as a Public Holiday by ITI, the next official working day shall be deemed as the date of opening of Technical Bids.
2. Technical bids of those tenderers who have not submitted tender security shall not be opened. Tender which is accompanied by an unacceptable or fraudulent tender Security shall be considered as non – compliant and rejected.
3. The Tender of any tenderer who has not complied with one or more of the foregoing instructions may not be considered. The details will be read out for the information of representative of tenderers, present at the time of opening of Tender. On opening of the Tender, it will be checked if they contain Technical & Financial Bids. Technical bids of the tenderers not containing financial bids shall not be opened.
4. The Tenderers representatives who will attend the bid opening shall sign the attendance sheet. [Letter of authorization shall be submitted by the bidders before they are allowed to participate in bid opening]. ***A maximum of two representatives for any bidder shall be permitted to attend the bid opening.***
5. The sealed financial bids will be opened on a subsequent date after evaluation of technical bids. Financial bids of only those tenderers whose submissions are found substantially responsive and technically compliant will be opened. The time of opening of financial bids shall be informed separately to only the Tenderers who have qualified during Technical evaluation stages and bidder(s) can be present to witness opening of Financial Bids.
6. ITI shall open the bids on the due date of bid submission, at the place & time specified in this document and in the presence of the Bidders who choose to attend.

8. CLARIFICATION/OPENING OF BIDS: To assist in the examination, evaluation and comparison of bids, ITI, may at its discretion ask any bidder for any clarification of its bid. The request for the clarification by ITI and the responses to be submitted by bidders shall be in writing or through email. However, no unsolicited post bid clarification at the initiative of the bidder shall be entertained.

- i. The Technical Bids will be opened at 3.00 PM on the last date of the submission of the bid.
- ii. Commercial Bid will not be opened on the day of opening of the Technical Bid.
- iii. After opening of Technical Bids, evaluation of the technical eligibility of the bidders will be carried out by the Company. Thereafter, a technical evaluation report shall be prepared in detail to conclude/classify qualified/disqualified bidders.
- iv. The decision regarding qualification/disqualification of the bidders shall lie with the Company and that decision shall be final and binding on all the bidders.
- v. Thereafter the date of opening of the financial bid will be intimated to the technically qualified bidders only.
- vi. Separate intimation to the technically qualified bidders will be sent to their respective registered address.
- vii. It is clarified that financial bid will not be opened or considered be valid for the bidders who do not qualify in the technical bid.
- viii. Based on the rental quoted in the bids, the comparative statement would be prepared.
- ix. Bid shall be evaluated to derive the maximum overall rental to the Company. Further, where the single price for any of the single floor is not available from the bids, pre-determined rental by the Company shall be considered as single price for such floor(s) for the purpose of evaluation.
- x. The decision of the Company will be final & binding on the bidder.

9 EVALUATION PROCEDURE:

Selection of the bidder(s) will be based on technical and financial evaluation of the bid. The evaluation will be in two stages i.e. technical and financial.

A. Overview of evaluation procedure:

The evaluation of technical bids shall be undertaken by a committee of the officers duly constituted for this purpose. The technical evaluation would be based on the following:

1. The assessment of bidders meeting the eligibility criteria.
2. Financial bids of only those bidders will be opened whose bids have been technically found suitable.
3. ITI shall open financial Bids of all Tenderers who have submitted substantially responsive technical tenders, in the presence of tenderer's representatives who choose to attend at the address, date and time informed / specified by ITI.
4. ***In case two or more bids are of the same rates in such cases, bidder will be asked to submit the sealed revised offer. The highest tender shall be decided on the basis of revised offer.***
5. ***If the revised offer amount to two more bidders received in revised offer is again found to be equal, the highest bidder among such bidder shall be decided by draw of lots in the presence of bidders.***
6. The evaluation and assessment for the selection of the Bidder(s) shall be based on the Monthly rent quoted by the Bidders. The Bidder, quoting the ***highest rent will be considered.***
7. From the time the Proposals are opened to the time the Contract is awarded, the bidder should not contact ITI on any matter related to its Technical and/or Financial Proposal. Any effort by a bidder to influence ITI in the examination, evaluation, and recommendation for award of Contract may result in the rejection of its bid
8. Conditional tenders shall be out rightly rejected
9. For any query from Applicants, ITI reserves the right not to offer clarifications on any issue raised in a query or if it perceives that the clarifications can only be made at a later stage, it can do so at a later date. No extension of any deadline will be granted on that count or grounds that ITI have not responded to any query or not provided any clarification. *Applicants may clearly note the date and time of submission of bid for this tender. No late or delayed Tender will be accepted. However ITI may ask for any supplementary information, if deemed so after opening of bids.*
10. Applicants are advised that the selection process will be entirely at the discretion of ITI.

B. AWARD OF CONTRACT:

1. After evaluation of bids, Letter of Intent (the "LOI") shall be issued by ITI to the Selected Bidder and the Selected Bidder shall, **within 15 (fifteen)** days of the receipt of the LOI submit the Letter of Acceptance (LoA) in acknowledgement and unconditional acceptance thereof along with "Interest Free Security
2. **Initial Security Deposit of 10 months rent after adjusting EMD without consideration of Interest" to be paid within fifteen days of LOI [along with LOA].** In the event, the LOA duly signed by the Selected Bidder is not received by the stipulated date, Company may, unless it consents to extension of time for submission thereof, forfeit the Bid Security of such Bidder as Damages on account of failure of the Selected Bidder to unconditionally accept the terms of LOI.
3. After submission of LOA along with "Interest free security deposit" vacant **Building** shall be handed over to Licensee within 10 days from the date of receipt of payment and Letter of Award will be issued to the selected bidder on "**as is where is basis and What is basis**" on the terms and conditions hereunder contained in this tender document.
4. The Lease Agreement shall be executed before handing over of Building. Payment of stamp duty on agreement, if any, to be executed in pursuance of this bid shall be borne by successful bidder. The contract period shall commence from **the date of agreement** from the date of handing over of the Premises..
5. After issue of Letter of Award and handing over of building where the licensee shall have exclusive rights over running the commercial activities immediately after issue of Letter of Acceptance (LOA).
6. The Lease shall be in effect from the **day of handing over of the premises** for the Lease period of Four year eleven months.
7. Selected bidder shall perform the obligations and exercise the rights under the Lease Agreement within the period prescribed in document. The Selected Bidder shall not be entitled to seek any deviation, modification or **amendment** in the Lease Agreement.
8. The successful bidder agrees voluntarily and unequivocally not to seek any claim, damages, compensation or any other consideration whatsoever, on account of delay in approval by the Company/Lessor nor engage in any form of correspondence in this regard.

C. TENURE OF LEASE AGREEMENT:

The term of rental agreement would be initially for a period of 4 years and 11 months, renewable for further periods on mutually agreed terms & conditions provided that at a time renewal would be done for a period of 4 years and 11 months.

1. Lease shall come in effect from the of date of agreement by the agency for a period of Four years and 11 months ***starting from the commencement date of Lease agreement.***
2. The Company/Lessor shall have the right to examine/review the lease agreement to evaluate the performance of the lessee at the end of each year of the lease. The Company reserves the right to cancel the Lease for the remaining period if the performance is found unsatisfactory forfeiting the interest free security deposit in its favour.
3. Partial surrender of contract/License agreement shall not be allowed.

10. LEASE DEED:

- 10.1 The Lease Deed would be prepared by the LESSOR/COMPANY which would be final and binding.
- 10.2 .Lease shall be executed within a period of maximum four week from the date of notification of selection of the successful bidder/LESSEE.
- 10.3 The Company shall execute the Lease Deed in favour of the prospective LESSEE and simultaneously therewith handover the said premises. All the legal formalities shall be completed by the respective parties before the date of execution of lease deed.

A. LEASE TERM LOCK IN PERIOD, ESCALATION AND SECURTY DEPOSIT.

- i. Lease Deed will have a fixed lease term of 4 yrs and 11 months.
- ii. Lessor and Lessee on mutual agreement may decide and extend/continue the lease term on mutually agreed terms.
- iii. The lease term will commence and rent will be payable from the date of handing over of possession of the premises or execution of the lease agreement whichever is earlier and would be payable upto termination of agreement or handing over of the premises back to the Lessor whichever is later.

- iv. Minimum lock-in period for the lease would be at **least 36 months**. An undertaking will be taken from the lessee that they will honor this commitment with a binding clause in the agreement.
- v. A refundable interest free deposit equivalent to ten months' rent shall be payable by the successful bidder to the Company/Lessor within 10 days from the date of issuance of letter of intent/acceptance of bid. This Security Deposit shall be returned by the Company/Lessor to the successful bidder without any interest, on expiry of lease period and handing over the premises, subject to the deductions/recoveries towards any dues payable by the successful bidder to the Company/Lessor, including rents, services tax, charges, cesses, rectification of any damages to the Premises caused solely due to act of omission and commission on the part of the successful bidder[s].

10.B CHARGES TO BE BORNE BY THE LESSEE:

- i. Service Tax on rental services of commercial property and cesses shall be borne and paid by the bidder/Lessee to the Company at the rates applicable, from time to time. The Company shall raise bills for payment thereof and the same shall be paid along with rents, on a monthly basis. The bidder/Lessee shall also be liable to pay and bear any such future indirect taxes of the nature that may be levied by the State or Central Government, in connection with renting/leasing services/activities.
- ii. Taxes referred to in sub-clause (i) above, if paid by the Company first, for any reason, shall entitle the Company to receive a full reimbursement from the Bidder/Lessee within 7 days' of such payment, failing which such due amounts will carry interest at the rate of 15% per annum (compounded quarterly) Failure of payment beyond 120 days shall be regarded as a breach of the lease terms and would entail termination of the lease.
- iii. Outgoings of property for the area given on lease if applicable like:
 - Lease rent
 - Cess
 - Levies
 - Local Taxes
 - Any interest/penalty which accrued on the above which is not attributable to any action/inaction on the part of ITI
 - Service Tax/ GST or any other tax payable on any of the items.
- iv. If at any time during the lease period, the Lessor has to pay any additional/new or increased taxes/charges or levies imposed by government or any local authority in respect of premises, it shall be lawful for the Lessor to recover all increase in taxes, additional/new taxes, charges or levies imposed by the government or any local authority during the period of this Lease from the Lessee. It is to be clarified that for any expenses on the leased out area, Company/lessor will remain as pass through entity without entertaining on its part and that Lessee will be liable to pay the lease rent as agreed after the bids and the actual expenses incurred by the Company during the term of lease as per the terms and conditions of this tender.

10.C PAYMENTS FOR ALL OUTGOINGS:

- i. The charges for outgoing and other expenses will be payable from the date of handing over of the possession of the premises or execution and registration of the lease deed whichever is earlier and would be payable for a period up to termination of agreement or handing over of the premises back to Lessor whichever is later.
- ii. If any outstanding (including outstanding interest) if not paid by the due date of payment by the Lessee, the same shall be liable to be paid along with the interest thereon at 15% (quarterly compoundable interest) per annum from the due date thereof till the date of payment without prejudice to the Lessor rights to the remedies as per Law including his right to terminate the lease and lessee would have to vacate the premises within one month from the date of receipt of such notice of termination from Lessor.

The following documents shall be part of the agreement to be entered into with the successful bidder.

- A] Notice inviting tender
- B] General instruction to the tenders
- C] Technical bid
- D] Financial bid
- E] Proceedings of the pre bid meeting
- F] Advertisement

10.D. REPLACEMENT COST OF MACHINES/REPAIRS:

- i. The repair/ replacement cost of the machines at the end of the life or when in non-repairable condition would be on account of the Company, except if damaged on account of Lessee's misuse or commission or omission.
- ii. The Company will ensure that to begin with, all the facilities will be in proper working conditions as it should be.

11. INTERNAL REPAIRS, ADDITIONS AND MAINTENANCE:

Any repairs inside the premises would be carried out by the Lessee, at its cost, provided that they shall give one week advance notice to the Lessor before carrying out the repair works.

Such repairs to include replacing and reinstating floorings, partitions/partition walls, ceiling doors, windows door and window shutters panes flushing tanks and water closet etc., at

Signature | Of the bidders

Lessee's own cost and expenses during the term hereby created to keep and maintain in good working condition the electric installations and the light and fan points and flushing tanks and the plumbing system provided that the lessee shall give one week advance notice in writing to the lessor before carrying out repair works.

Day to day cleaning and maintenance of space/floor occupied by the lessee shall also be carried out by the lessee at his own cost and expenses.

The permission if any from statutory authorities for all this work would be the responsibility of the Lessee.

Interiors/furnishings/fixes items already provided:

- i. The inventory list will be given by ITI for each floor.
- ii. The lessee will have the liberty to carry out interiors and furnishings works at their own cost.
- iii. The lessee will have the liberty to install necessary office equipments and power lines for their functioning at their own cost.
- iv. All fixtures /furniture are if any to be returned in the same condition except reasonable wear and tear after the lease is over.
- v. The premises is offered as "**As is where is basis and What is basis**". Any extra expenses incurred by Lessee, Company/Lessor will not reimburse or Lessee do not have right to adjust such amount in the monthly rent.

12 PERMISSION TO INSPECT

The bidder/Lessee would always permit the Company or any persons deputed by the Company or all persons authorized by the Company, at all reasonable hours during the day time, after twenty four hours notice in writing to the bidder/Lessee, to enter upon the said premises for inspecting the works and things as may be required to be done for any repairs, alterations or improvements, and to give written notice of all needed repairs.

13 VACATION

- i. In case the Premises or any part thereof at any time during the term hereby created, be destroyed or damaged by fire, acts of God, riot and civil commotion, enemy action, and such like causes not within the control of the Company so as to be wholly or partially unfit for the use of the lessee then the lease shall come to an end and the lessee shall vacate the whole premises on payment of the proportionate rent and outgoings upto the date of vacating.
- ii. ITI to have absolute rights: It is clarified that the Company has the absolute rights over the Premises and the decision of the Company on various lease matters would be conclusive and binding. It shall be lawful for the Company to re-let the said Premises in part or in whole at any rent, which it may obtain after the termination of lease or determination of

Signature | Of the bidders

lease by efflux of time or in the event of any default by the lessee or in the event of vacation by lessee etc.

14TERMINATION

- i. In case of termination of this lease agreement and/or vacation of the premises by the lessee for any reason, the lessee shall hand over peaceful and clean possession of the premises to the lessor only.
- ii. The lessor/lessee shall have the right to terminate the lease at any point of time during the lease period, by giving a written notice of **three months** subject to the conditions of **lock in period**.
- iii. In the case of breach of the terms of the lease, the Company shall have the right to terminate the lease by **one month's notice** and enter upon our premises.

15. TERMS & CONDITIONS FOR LESSEE LESSOR/REAL ESTATE CONSULATANT AND OBLIGATIONS:

APPLICABLE TERMS AND CONDITIONS AND LESSEE'S OBLIGATIONS:

1. The Technical Bid shall not contain any reference of price/Cost particulars.
2. **The above mentioned description of features and infrastructures are indicative only.** All bidders are advised to physically verify and inspect the premises and infrastructure prior to submission of their Bids. The premises will be made available to the successful Bidder[s] who is the new incumbent applying fresh on completion of basic minimum requirement works.
3. The entire building would be given out on rent for an initial period of **4years 11 months**.
4. The tender[s] shall not submit a conditional offer. Any condition having financial implications will result in disqualification of the offer.
5. **The building cannot be sublet in any manner by the successful bidders to the any other entity.** In the event of it coming to the knowledge of the Company, that the successful bidder[s]/tenant[s] has/have sublet any portion of the premises to any other entity or have permitted any other entity to come into possession of any portion of the premises and or/or have created any third party rights, or whatsoever entity, the Company shall be entitled to forthwith terminate the lease, re-enter/take back possession of the premises and forfeit the entire security deposit paid by the successful bidder[s]/tenant[s] to the Company.

Signature | Of the bidders

6. The rate quoted by the bidder[s] shall take into account the entire infrastructure available within the premises **on “as is where is basis and What is basis”** including the common services and circulation space.
7. The monthly rental shall be payable in advance to ITI only by “Account Payee Cheques” due on the 05th of every month, payable in Bangalore. All cheques/demand draft shall be drawn in favour of “ITI Limited, Bangalore” Cheque received after the above date shall attract interest @15% per annum [Compounded quarterly] would be calculated for delayed period. **Alternatively, the monthly rentals plus the maintenance charges can be paid by NEFT/RTGS .**
8. ***The rent will be payable from 11th day of issue of letter of Intent or date of occupation whichever is earlier.***
9. Service Tax at the applicable rate shall have to be paid by the LESSEE/Successful bidder[s]. Any other taxes, cess and other levies imposed by the State/Central Govt as prevailing on date of submission of offer or at a later date during the agreement period will have to be borne by the Lessee.
10. The premises may be inspected on any working day between 10.00 AM to 3PM on prior intimation to ITI. Any clarification required prior to submission of offers may be obtained from the undersigned.
11. Any claim on account of ignorance of site condition and infrastructure will not entertained at a later date.
12. ITI reserves the right to accept/reject any or all offers at any stage prior to the execution of the lease deed, without assigning any reasons whatsoever.
13. An appropriate Lease Deed, duly stamped and registered, reflecting more or less the terms and conditions set out herein, will be executed between the successful bidder[s] and ITI, the entire costs towards registration charges, incidental expenses, stamp duty and any other related expenditure associated with the registration, will have to be borne by the successful bidder[s]. A specimen copy of lease deed will be prepared by ITI and furnished to the successful bidder[s] after the finalization of the Bids.
14. In the event of any dispute or differences arising out of any/other claims/opinion including interpretation of clauses in this documents among the bidders and ITI, the decision of the Chairman and Managing Director of ITI Limited shall be final and binding.
15. The power charges payable to BESCO and Water and Sanitary charges payable to BWS S&B will be to the LESSEES account.
16. **An escalation in rent at 10% [TEN PERCENT] per annum will be applicable on completion of every 12 months.**

17. The offer shall be valid for a period of four months[120 days] from the date of opening of bids.
18. A joint inspection by ITI and successful bidder[s] will be done to take stock of the inventory of fixtures, fittings equipment's, and other actual infrastructure, which will be recorded and signed by both the parties
19. Termination of Contract: The contract shall be terminated by giving a notice period of –three months on either side.
20. The bidders are requested to regularly visit ITI Website; **www.itiltd-india.com** for any information, visit the aforesaid premises, inspect the available documents to acquaint themselves with the complete information submitting the bid.

The final revised condition if any as indicated in the corrigendum, amendment, clarifications, extension/changes regarding this tender as uploaded in the said website will be binding and may part of the agreement.

15.1 LESSEE

- i. The Technical Bid shall not contain any reference of price/Cost particulars.
- ii. **The above mentioned description of features and infrastructures are indicative only.** All bidders are advised to physically verify and inspect the premises and infrastructure prior to submission of their Bids. The premises will be made available to the successful Bidder who is the new incumbent applying fresh on completion of basic minimum requirement works.
- iii. ***The entire building would be given out on rent for an initial period of 4 [four] years and 11 months. Thereafter, the renewal of the lease agreement, if required by the LESSEE will be on terms as mutually agreed between LESSOR and the LESSEE.***
- iv. The tender[s] shall not submit a conditional offer. Any condition having financial implications will result in disqualification of the offer.
- v. The highest bidder for the entire building as the case may be meeting our requirement as mentioned in the Tender shall only be considered. Request for any additional/up gradation of facilities shall be to bidder[s] account.
- vi. ***The rate quoted for rentals shall include the parking area and other common areas.***
- vii. Any modification/Alteration to the Civil, Electrical, Air Conditioning, and or other common amenities within the premises or to any portion thereof, of whatsoever nature, shall require the prior approval of the Company, which shall be carried out at the costs of the successful bidder[s]/ At the time of termination of the lease agreement, such alterations/modifications shall be removed and the premises shall be brought back to the original condition, subject to the ordinary wear and tear, at the costs of the successful bidders.

Signature | Of the bidders

- viii. The building cannot be sublet in any manner by the successful bidders to the any other entity. In the event of it coming to the knowledge of the Company, that the successful bidder[s]/tenant[s] has/have sublet any portion of `the premises to any other entity or have permitted any other entity to come into possession of any portion of the premises and or/or have created any third party rights, or whatsoever entity, the Company shall be entitled to forthwith terminate the lease, re-enter/take back possession of the premises and forfeit the entire security deposit paid by the successful bidder[s]/tenant[s] to the Company.
- ix. The rate quoted by the bidder[s] shall take into account the entire infrastructure available within the premises **on "As Is Where is Basis AND What is basis"** including the common services and circulation space.

15.2 LESSOR:

During the lease period, the entire premises together with the existing infrastructure amenities and services will be maintained by LESSEE.

- i. Expenses for operation of services like lifts, air-condition, firefighting systems, electrical systems, back-up generator systems, water supply, sanitary, plumbing and drainage systems, fire extinguishers, all such installations and systems will be carried out by LESSEE..
- ii. The Annual Maintenance Contracts of above system like Lift, Firefighting system, DG set, Electrical works, Water supply and sanitary etc., would be maintained by authorized agencies and expenses to be borne by the LESSEE only.
- iii. The replacement cost of the machines at the end of the life or when in non-repairable condition would be on account of ITI.

15.3 REAL ESTATE CONSULTANT:

The estate agents/Brokers/ Real estate consultant shall include identifying:

- i. The Reputed firms/Multinational /Govt./State or Central.
- ii. Submission of offers [Technical bid and Price bid] by the prospective tenant.
- iii. Negotiation with lessor if required.
- iv. Registration of lease deed.
- v. Agency commission/fees will be payable to the agent of the successful bidder only.
- vi. The agency commission/ fees are negotiable and shall be based on prevailing rates for such buildings.
- vii. The agency commission payable to agents shall be submitted in a sealed cover along with the Technical bid of the prospective tenant.
- viii. Any other issues other than above.

NB: Corrigendum, if any, will be hosted on websites only, before the last date of submission. Hence bidders are requested to visit the website regularly. For eligibility criteria and other details please log on to www.itilt-d-india.com/

Signature | Of the bidders

15.4 THE LESSEE AND LESSOR MUTUALLY AGREE THE FOLLOWING:

- i. The monthly rental shall be payable in advance to ITI only by "Account Payee Cheques" due on the 05th of every month, payable in Bangalore. All cheques/demand draft shall be drawn in favour of "ITI Limited, Bangalore" Cheque received after the above, date shall attract interest @15% per annum would be calculated for delayed period. Alternatively, the monthly rentals plus the maintenance charges can be paid by NEFT/RTGS .
- ii. The rent will be payable from 11th day of issue of letter of Intent or date of occupation whichever is earlier.
- iii. The Property tax payable to BBMP will be borne by the Company/Lessor.
- iv. Service Tax/GST at the applicable rate shall have to be paid by the LESSEE/Successful bidder[s]. Any other taxes, cess and other levies imposed by the State/Central Govt as prevailing on date of submission of offer or at a later date during the agreement period will have to be borne by the Lessee
- v. The premises may be inspected on any working day between 11.00 AM to 4PM on prior intimation to ITI. Any clarification required prior to submission of offers may be obtained from the undersigned.
- vi. Any claim on account of ignorance of site condition and infrastructure will not entertained at a later date.
- vii. ITI reserves the right to accept/reject any or all offers at any stage prior to the execution of the lease deed, without assigning any reasons whatsoever.
- viii. An appropriate Lease Deed, duly stamped and registered, reflecting more or less the terms and conditions set out herein, will be executed between the successful bidder and ITI, the entire costs towards registration charges, incidental expenses, stamp duty and any other related expenditure associated with the registration, will have to be borne by the successful bidder[s]. A specimen copy of lease deed will be prepared by ITI and furnished to the successful bidder[s] after the finalization of the Bids.
- ix. In the event of any dispute or differences arising out of any/other claims/opinion including interpretation of clauses in this documents among the bidders and ITI, the decision of the Chairman and Managing Director of ITI Limited shall be final and binding.***
- x. The power charges payable to BESCO will be to the LESSEE'S account. The charges will be borne by the LESSEE as per actual. As regards water/Sewerage charges, the amount payable to BWS&SB shall be borne by the LESSEE..
- xi. An escalation in rent at 10% [TEN PERCENT] per annum will be applicable on completion of every 12 months.**

Signature | Of the bidders

- xii. The offer shall be valid for a period of four months [120 days] from the date of opening of Technical bids.
- xiii. A joint inspection by ITI and successful bidder will be done to take stock of the inventory of operating fixtures, fittings equipment's, and other actual infrastructure, which will be recorded and signed by both the parties.
- xiv. **Termination of Contract:** The contract shall be terminated by giving a notice period of – **three months** on either side.
- xv. The bidders are requested to regularly visit ITI Website; **www.itilt-india.com** for any information, visit the aforesaid premises, inspect the available documents to acquaint themselves with the complete information submitting the bid.

The final revised conditions if any as indicated in the corrigendum, amendment, clarifications, extensions changes regarding this tender as uploaded in the said website will be binding and may part of the agreement.

15.5. LESSOR'S OBLIGATION: The work listed below will be **executed and completed** prior to handing over premises to the tenant[s].

- i. All the essential utilities like Firefighting System, D.G.Set, Lift, Air-conditioning, electrical Installation Motors, will be made operational at the time of Handing over.
- ii. Fire Fighting System: The system consists of fire alarm system, portable extinguishers etc., will be made fully operational. This would include rectification of pipe, replacement of hoses/valves and any other parts that will be necessary for functioning of the system.
- iii. DG Set: The existing DG set 250 KVA capacities will be available in working condition for backup power.
- iv. Motors.: The motors being used for pumping, dewatering, firefighting system, fountains etc., will be handed over in working condition.
- v. Electrical: all the raising mains will be equipped with new TPN's and MCB's of reputed brand to make the entire electrical circuit fully functional and ensure safety. New cabling/wiring will be provided wherever required.
- vi. Civil Works. The water proofing on roof will be done by ITI if It is required

16. SUB-LETTING THE CONTRACT IS NOT ALLOWED: The award winning bidders are prohibited from the subletting the contract/premises to any other agency, this shall be the sufficient cause for termination of the contract and black listing the agency.

Signature | Of the bidders

17 .ESSENCE OF CONTRACT

The adherence to the time schedules for the payment of the rent, all outgoings and all payable amounts as per the lease agreement (including interest or penalty if any) determination of lease by notice or by efflux of time as specified in the lease agreement or relevant paragraphs of the tender, and subsequent vacation of the premises are the essence of the contract between the lessee and ITI.]

18. INDEMNITY

- i. The lessee shall indemnify and hold harmless the Company from and against all actions, suits, proceedings, claims, damages, losses, expenses and demands of every nature and description, by reason of any breach of the provisions of the contract by the lessee or any act or omissions of the lessee, its representative or its employees or agents.
- ii. These indemnification obligations shall include but not be limited to claims, damages, losses, damage proceedings, charges and expenses which are attributable to,
 - (a) Sickness, disease or death of, or injury to any person
 - (b) Loss of or damage to or destruction of any property

19. GOVERNING LAW AND JURISDICTION

The agreement shall be governed by and construed in accordance with the laws of India and the courts at Bangalore alone shall have exclusive jurisdiction over all disputes arising under or in connection with the agreement. Dispute resolution mechanism shall be more fully detailed in the Lease Deed. The provisions of the Public Premises (Eviction of Unauthorized Occupants) Act, 1971 shall apply to the leased and the Premises.

20 .FORCE MAJEURE

This process may be terminated or can be cancelled on the occurrence of events like but not limited to, by Act of God, Or public enemy, Acts of Government of India/ State in their sovereign capacity, act of war, fire, floods any other cause beyond.

All the above terms & conditions of this tender document are accepted.

Signature of Authorized representative with Seal.

Signature | Of the bidders

Disclaimer

The issue of this document does not imply that the COMPANY is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and the Company reserves the right to reject all or any of the Bidder or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Company or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Company shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation for submission of the Bid, regardless of the conduct or outcome of the Bidder Process.

SIGNATURE OF THE BIDDER

ANNEXURE-A

RENTALS PER MONTH LEASE PERIOD OF FIVE YEARS[05 YEARS]							
SL.NO.	DESCRIPTION OF FLOOR	AC AREA	NON AC AREA	UTILITY AREA	TOTAL AREA	RENTAL/MONTH IN FIGURES	RENT IN WORDS
1	GROUND FLOOR	** 1937	11920	6622	20479		
2	FIRST FLOOR		10020	6087	16107		
3	SECOND FLOOR		13357	6482	19839		
4	THIRD FLOOR	7167	485	4623	12275		
TOTAL AREA					68700		

Signature of the bidder

Signature | Of the bidders