



भारत सरकार/Government of India
अंतरिक्ष विभाग/Department of Space
भारतीय अंतरिक्ष अनुसंधान संगठन/ Indian Space Research Organization
भारतीय सुदूर संवेदन संस्थान/ Indian Institute of Remote Sensing,
देहरादून/Dehradun



अभिरुचि पत्र/Expression of Interest (EOI)

सं.: भा.सु.सं.सं./नि.अ.प्र./ अभिरुचि-पत्र/01/2017-18

Ref. : IIRS/CMD/EOI/01/2017-18

दिनांक/Date : 20.09.2017

भारतीय सुदूर संवेदन संस्थान "सी.आई.एस.एफ. के लिए पट्टे पर नए आवास" को उपलब्ध कराने की योजना बना रहा है, ऐसे आवास प्रदाताओं को दिनांक **09.10.2017** के **1600** बजे तक अपने अभिरुचि पत्र (ई.ओ.आई.) प्रस्तुत करने के लिए आमंत्रित किया जाता है। विस्तृत अभिरुचि पत्र (ई.ओ.आई.) के लिए हमारी वेबसाइट www.iirs.gov.in पर जाएँ।

Indian Institute of Remote Sensing is planning “**Leasing of Bachelor accommodation for CISF of IIRS, Dehradun**”. Such Accommodation providers are invited to submit their EOI by 1600 Hrs. on 09.10.2017. Please visit our website www.iirs.gov.in for detailed EOI.

प्रमुख, निर्माण एवं अनुरक्षण प्रभाग/
Head, Construction & Maintenance Division

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देहरादून/Dehradun

विषय/Sub : Expression of Interest (EOI) for Leasing of Bachelor accommodation for CISF of IIRS, Dehradun.

संदर्भ/Ref. : EOI No. : IIRS/CMD/EOI/01/2017-18, dated : 20.09.2017

प्रस्तावना/INTRODUCTION:

Indian Institute of Remote Sensing (IIRS) under the Indian Space Research Organization, Department of Space and Government of India, is a premier Training and Educational Institute set up for developing trained professionals in the field of Remote Sensing, Geoinformatics. IIRS is planning to hire a suitable building for “Bachelor accommodation for CISF personnel”.

परियोजना का संक्षिप्त विवरण/BRIEF SCOPE OF PROJECT: (**Lessor** : Owner of the property who leases it out. **Lessee** : Person/Organisation who taken the property on lease)

- 1) IIRS is desirous of hiring suitable Buildings/accommodation in and around Kalidas road, Hathibarkala on temporary basis for a period of 3 year which may be extended further year wise. The building is required to accommodate a minimum of 35 to 40 Bachelor staff of CISF deployed for IIRS.
- 2) The building should have sufficient bed rooms, halls(s), kitchen, bathrooms and toilets.
- 3) The building should have suitable provision and adequate space for running common kitchen, dining hall.
- 4) The accommodation should be fully/semi- furnished.
- 5) The building should be complete in every respect to be put to immediate use with one month lead time.
- 6) The lessor shall ensure proper repairs/maintenance of the building during the lease period to upkeep the building in best condition.
- 7) The application should accompany by a Demand Draft of ` 500/- on account of application as processing fee in favor of “Pay & Account officer IIRS, Dehradun”.
- 8) The Building should be ideally located in and around KALIDAS ROAD, HATHIBARKALA should have proper approach and easily accessible in safe and secure area.
- 9) 24 hours water and electricity must be available including DG set/Invertor power backup.
- 10) The lessor has to provide services for round the clock security. Housekeeping in two shifts.

- 11) Manpower required to run the Kitchen & Serving also may have to be provided by the lessor.
- 12) Premises, toilets and bathrooms
- 13) Selected lessor shall be required to sign a lease agreement containing detailed terms & conditions with IIRS. The Agreement shall be signed for a tentative period of 3 years initially.
- 14) Building offered must be free from all encumbrances, claims and legal disputes etc.
- 15) Documentary proof of upto date electricity charge payment bills, water taxes, property taxes etc. must be submitted along with this EOI document.
- 16) The applicants may furnish complete details in the application form attached with this document (Annexure -A).
- 17) All existing and future rates, taxes including property taxes, assessment charges and other out-going whatsoever of description in respect of the said premises shall be payable by the owner thereof.
- 18) The leased building shall be upkept with all functions in place including lighting, plumbing, sewage system etc., newly painted of choice color etc.
- 19) The Institute reserves the right to consider/reject any such proposal without assigning any reason.
- 20) Separate Technical bid (as per Annexure 'A') shall be enclosed for each building/property being offered.

Commencement & Termination

- 1) The agreement for hiring of buildings /accommodation shall come into force from a date during November-January period as decided by IIRS authorities and shall remain in force for the period agreed upon.
- 2) The agreement may be short-closed/terminated by giving 4 months notice by the IIRS. However, during such notice period the buildings/accommodation shall remain in the possession of IIRS.

Indemnification

- 1) The lessor shall keep the IIRS indemnified against all claims/litigation in respect of the buildings/accommodation so hired by IIRS.

Terms of payment

- 1) The rent charges shall be paid at the fixed rate at the end of each month or as per the lease agreement entered into with the party on the terms & conditions mutually agreed upon and duly certified by IIRS authorities.
- 2) The monthly payment of rent shall be subject to deduction of taxes at source as per prevailing rules. Payments shall be made through Bank transfer mode only.

- 3) Interested parties should submit the complete expression of interest document, including Annexure 'A', duly filled in and signed at the bottom of each page in token of having accepted the terms and conditions. These documents should be sealed in an envelope superscripted "Expression of Interest (EOI) for leasing of Bachelor accommodation for CISF of IIRS Dehradun".

चयन प्रक्रिया/SELECTION PROCESS:

The selection process would be of following three steps.

- Step 1 : Short listing based on (a) documents submitted by the applicants along with the expression of interest, in proof of satisfying all the eligibility conditions given above and (b) Inspection of building(s) offered for leasing out.
- Step 2 : Applicants cleared in Step-1 will be required to submit the required original documents which will be verified by IIRS and its legal counsel and final short list of Applicants whose offers are suitable in all respects will be short listed.
- Step 3 : Agencies short listed under Step-2 will be advised to submit their financial bids in the prescribed format of IIRS for final evaluation.

अभिरुचि पत्र प्रस्तुत करना/SUBMISSION OF EOI :

Firms meeting the above eligibility criteria and interested in participating may submit their EOI along with all copies of all relevant documents (to establish their eligibility), to the Head CMD, Indian Institute of Remote Sensing, 4-Kalidas Road, Dehradun-248001, Uttarakhand in a sealed envelope so as to reach Head CMD, IIRS before 1600 hrs. on 09-10-2017. IIRS reserves the right to reject any or all EOIs without assigning any reason thereof.

(प्रमुख, नि. एवं अ. प्र./Head, CMD)

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TECHNICAL BID

(Note : Separate Technical Bid shall be for each Building/Property being offered)

1.	Full Particulars of the Legal Owner of the premises i) Name ii) Address(es) iii) Telephone Numbers iv) E-Mail Address	
2.	Full particulars of person(s) offering the premises on lease and submitting the tender (i) (ii) (iii) (iv) (v)	
3.	Status of the applicant with regard to the accommodation offered for hiring (enclosed power of attorney also if the applicant is other than Owner). Complete details of the Building viz. i) Companies Postal Address ii) Location iii) No. of Floor iv) No of rooms/halls/kitchen/toilets	
4.	Total Area offered for rent i) Total Carpet Area (in Sq. ft) ii) Total covered area (in Sq. ft) iii) Total plinth Area (in Sq. ft) whether Property tax, all Municipal Taxes, Local Taxes are included in the rent. Furnish details of such viz., Property tax, all Municipal Taxes, and other Local Taxes being levied and paid in respect of the accommodation offered.	
5.	Are there any items or special services 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 against	

6.	Particulars of completion certificate, Year of construction, age of the building etc. Enclose attested/self-certified copy of completion certificate issued by Competent Authority Whether accommodation offered for rent is free from litigation including disputes in regard to ownership, pending taxes, due or like (Enclose copy of Affidavit from owner or Power of Attorney holder)	
6.	If bidding as Power of Attorney owner, copy of duly constituted Power of Attorney. If bidding as authorized signatory of company/partnership firm, copy of requisite Board Resolution /Authority Letter etc	
7.	If bidder is Power of Attorney holder of the owner, copy of duly constituted Power of Attorney. If bidder is authorized signatory of company/partnership firm, copy of requisite Board Resolution/ Authority	
8.	If the owner or the Power of Attorney of the owner is a partnership firm or a company/society etc. copy of partnership deed or Memorandum/Articles of Association of the Company Registration Certificate/Bye Laws etc of the society, Board Resolution (if bidding as Power of Attorney, copies of these documents of both the owner and Power of Attorney need to be submitted)	
9.	Whether the proposed building/ property is physically vacant and available- "Ready to occupy?"	
10.	Whether the proposed property/ building is free from all encumbrances, claims, litigations etc.? If not, give details of the nature and status of the encumbrances, claims, litigations.	
11.	Whether it is an independent building for exclusive use by the residents from IIRS without sharing with any other user? If not give details of tenants/ proposed tenants. (The bidder may be required to furnish copy of lease agreement with other tenants, if called for)	
12.	Whether all Govt. Dues including property tax, electricity, telephone water bills etc., if any, have been duly paid upto date? (enclose documentary proof for the same)	
13	Facilities for vehicle parking (mention details)	

14	Mention specifically any hazards associated with the building or surroundings which are harmful for human occupation	
	<ul style="list-style-type: none"> a) Whether running water, drinking and bathing/cooking, available round the clock? b) Whether sanitary and water supply installations have been provided? c) Whether electrical installation and fittings, Power Plugs, switches etc. provided or not d) Whether building has been provided with sufficient lights and fans in all rooms or not? e) If yes. give the Nos. of fans floor wise Sanctioned Electricity load <ul style="list-style-type: none"> i) Domestic ii) Power 	
15	Whether the building has been provided with sufficient numbers of Furniture (Bed, Table & Chair) in all rooms or not? If yes, please give the details.	
16	Whether the building has been provided with the Dining hall facility? If yes, please furnish the details of dining Tables & Chairs	
i)	<ul style="list-style-type: none"> ii) Is Power Back-up facility / Generator with capacity provided? iii) Arrangements for regular repairs and maintenance of such Power Back up facility. iv) Details of Fire Safety Mechanism along with particulars. v) Specify the lease period (minimum 3 year) and provisions for regular repairs and maintenance and special repairs, if any of the building 	
17	Whether the building has been properly constructed as per the approved plans? If yes, mention in detail.	
18	Whether property tax, all municipality tax, local taxes are included in the rent? .Furnish details of such viz, Property tax, all Municipal Taxes, and other Local Taxes being levied and paid in respect of the accommodation offered.	
19	Any other salient aspect of the building which the party may like to mention.	

Declaration:

- i. I/We have read and understood the detailed terms and conditions applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.
- ii. It is hereby declared that the particulars of the building etc. as furnished against the individual above items are true and correct as per my knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences/lawful action as the Department may wish to take.

**(Name & Signature of the Agency)
With Stamp, Date & Address**