



कर्मचारी भविष्य निधि संगठन

Employees' Provident Fund Organisation

(श्रम व रोजगार मंत्रालय, भारत सरकार) (Ministry of Labour & Employment, Government of India)

क्षेत्रीय कार्यालय, बल्लारी/ Regional Office, Ballari

एस एल वी टावर्स, 3री मंजिल, पार्वती नगर, बल्लारी- 583103

S L V Towers, 3rd Floor, Parvati Nagar, Ballari- 583103

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सं.कर्ना./भ.नि./क्षे.का./बल्लारी./के.टे./2018-19/

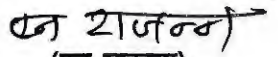
दिनांक/Date: 11.05.2018

No. KN/PF/RO/Ballari/CT/2018-19/ 109

कार्यालय आवास की आवश्यकता

कर्मचारी भविष्य निधि संगठन जो कि श्रम एवं रोजगार मंत्रालय, भारत सरकार के अंतर्गत सांविधिक निकाय है को अपने क्षेत्रीय कार्यालय, बल्लारी के लिए बल्लारी नगर में बस स्टैंड/ रेलवे स्टेशन से 3 कि.मी घेरे में 10000 वर्गफीट तल क्षेत्रफल वाले कार्यालय आवास की आवश्यकता है। इच्छुक मकानमालिक अपने प्रस्ताव 04.06.2018 को अपराह्न 3:00 बजे अथवा उससे पूर्व निर्धारित प्रारूप में उपर्युक्त पते पर अधोहस्ताक्षरी के नाम से दो बोली प्रणाली अर्थात (1) तकनीकी एवं (2) वित्तीय बोली में भेज सकते हैं। नियम एवं शर्तें तथा कोटेशन जमा का प्रारूप इस कार्यालय से सभी कार्य दिवस को पूर्वाह्न 10:00 बजे से अपराह्न 05:00 बजे के बीच वेबसाइट www.epfindia.com से डाउनलोड किया जा सकता है। तकनीकी बोलियाँ 05.06.2018 को अपराह्न 04:00 बजे खोली जाएँगी। सिर्फ तकनीकी योग्य प्रस्तावों की वित्तीय बोलियाँ ही 06.06.2018 को अपराह्न 04:00 बजे खोली जाएँगी।

बोली द्वि-लिफाफा प्रणाली में जमा की जाएगी। चेकलिस्ट एवं नियम एवं शर्तों के अनुसार आवश्यक दस्तावेजों के साथ प्रोफार्मा-ए में विधिवत भरा हुआ परिसर का तकनीकी विवरण जिसपर "तकनीकी बोली" लिखा हुआ हो एक लिफाफे में रखकर जमा कर दिया जाए। दूसरा लिफाफा जिसके उपर "वित्तीय बोली" लिखी हुई हो में प्रोफार्मा-बी में भरे हुए मूल्य बोली को रखा जाए। दोनों लिफाफों को एक बड़े लिफाफे में रखा जाए एवं इसे अधोहस्ताक्षरी के पास दर्शाए गए निर्धारित समय एवं तिथि तक अथवा इससे पहले जमा किया जाए। सभी लिफाफे अच्छी तरह से सीलबंद होने चाहिए।


(एन राजन्ना)

क्षेत्रीय भविष्य निधि आयुक्त-II

क्षेत्रीय कार्यालय, बल्लारी



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION

(श्रम एवं रोजगार मंत्रालय, भारत सरकार),
(Ministry of Labour and Employment, Govt. of India)

क्षेत्रीय कार्यालय, **REGIONAL OFFICE**

तीसरी मंजिल, एस.एल.वी. टवर्स, पार्वती नगर

III FLOOR, S.L.V.TOWERS, PARVATHI NAGAR

बल्लारी 583103, BALLARI-583 103

No.KN/PF/RO/BLR/CT/2018-19/ 09 /

Date: 11.05.2018

OFFICE ACCOMMODATION WANTED

Employees' Provident Fund Organisation, statutory body under the Ministry of Labour and Employment, Govt. of India requires office accommodation for its Regional Office, Bellary with the Carpet area around 10000 sqft within 3 KM radius from Bus stand / Railway station in Bellary city. The interested owners may send their offers in the prescribed format on or before 03.00 PM on 04.06.2018, by name to the undersigned at the above address in two bid system, viz., (1) Technical and (2) Financial bid. The terms & conditions and Format for submitting Quotation can be collected from this office on all working days between 10.00 AM to 05.00 PM and can also be downloaded from the WEBSITE www.epfindia.com. The Technical bids will be opened at 04.00 PM on 05.06.2018. The financial bids of only of the technically qualified offers shall be opened at 4.00 p.m on 06.06.2018.

The bid shall be submitted in two-cover system. The technical details of the premises duly filled in the Performa-A along with the required documents as per checklist and terms & conditions shall be submitted in a cover duly superscribed as "Technical bid" in another cover duly superscribed as "Financial bid" the price bid has to be enclosed in Performa - B. Both the covers to be put in a bigger cover and the same to be submitted to the undersigned on or before the prescribed time and date mentioned above. All the covers should be properly wax sealed.

(N. RAJANNA)
Regional P.F. Commissioner -II
Regional Office, Bellary.

**TERMS AND CONDITIONS FOR HIRING OFFICE ACCOMMODATION FOR
SUB-REGIONAL OFFICE, BELLARY.**

- 1) The offer is valid for 4 (four) months from the date of opening of quotations.
- 2) The Building should be readily available for occupation.
- 3) The premises should be available within a radius of 2 KM from Bus stand / Railway station in Bellary preferably on main road.
- 4) The premises should be constructed as per the approved plan from the local body. An attested copy of the approved plan is to be enclosed along with the offer.
- 5) The owner has to possess the Completion / Occupancy Certificate issued from the local body for the building and an attested copy of the same is to be submitted along with the offer.
- 6) The Fire clearance from the competent authority should have been obtained, if applicable as per National Building Code-2005. A copy of the same is to be enclosed along with the offer.
- 7) The owner has to submit a certificate saying that no case is pending against the property for which offer is given.
- 8) A key plan of the building is to be enclosed along with the offer.
- 9) The owner of the building has to accept the fair rent to be fixed by the Central Public Works Department / Karnataka Public works Department OR the rent which he quotes, whichever ever is less. In case the owner is not ready to accept Fair Rent Certificate from CPWD / state PWD, the same should be mentioned clearly in the offer.
- 10) The owner has to provide sufficient parking facility as per the prevailing norms of local body.
- 11) The owner has to provide sufficient Toilets for Ladies and Gents separately including toilets for physically challenged persons on Ground floor.
- 12) The owner has to provide sufficient chambers / partitions for Officers and Electronic Data Center.
- 13) The owner has to provide minimum Electrical Load of 70 KW including internal wiring for Lights, fans, Electrical power points for Air Conditioner as per the requirement of the office.
- 14) Sufficient water supply should be available.
- 15) The owner has to mention whether he / she ready for bearing the cost of registration of the Lease Deed.
- 16) The owner has to agree for executing the Lease Deed based on EPFO' standard format of Lease Deed. (A copy can be had from this office for reference)
- 17) The Lease Agreement should be entered minimum for a period of 3 to 5 years and may be extended for on mutual terms with an enhancement of 15% after completion of five years.
- 18) The Regional P.F. Commissioner-I, RO, Gulbarga reserves the right to accept / reject any or all the offers without assigning any reason thereof.
- 19) The owner has to sign all the papers of tender document in token of having understood the terms and conditions.

Signature of the owner with date

**CHECK LIST FOR HIRING OF OFFICE ACCOMMODATION FOR
SUB-REGIONAL OFFICE, BELLARY.**

Technical bid:

- 1) Format for submitting quotation.
- 2) Copy of Ownership certificate - Khatha / sale deed etc.
- 3) Copy of Latest tax paid receipt for the commercial use of the building.
- 4) Latest Encumbrance certificate.
- 5) No case is pending certificate form owner.
- 6) Copy of the approved plan from local body.
- 7) Copy of Completion / occupancy certificate from local body.
- 8) Fire clearance from the Fire Department, if comes under fire audit.
- 9) Key plan of the premises.
- 10) Details of Availability of Electrical Load.
- 11) Copy of the latest Electricity Bill.
- 12) Whether willing to accept Fair Rent to be fixed by CPWD.
- 13) Whether willing to sign EPFO' standard lease deed with the condition to renew the rent after every five years with 15% enhancement.
- 14) Certificate for validity of offer for 4-6 months.
- 15) Agreement to be registered with the expense of owner. Certificate in this regard, if agrees for the same.

PERFORMA - A

FORMAT FOR SUBMITTING QUOTATION FOR HIRING OF OFFICE ACCOMMODATION

I PARTICULARS OF THE PREMISES

(a) Address :

(b) Distance from the Railway station :

(c) Distance from nearest Bus stop :

(d) Name & Address of the owner :

II AREA

(a) Plinth Area :

(b) Carpet Area :

(c) No. of floors on which the area is available :

(d) Are the premises ready for occupation :

III SUITABILITY OF THE PREMISES

(a) Electrical installation

(i) To be provided by tenant / owner :

(b) Toilet facilities

(i) Whether adequate facilities are separately
Available for ladies and gents :

(ii) Is the owner ready to provide additional
Facilities like additional partitions
and toilets etc, if required. :

(c) Parking facilities

(i) Are parking facilities adequate :

(ii) Are the facilities are adjacent to the
Main premises :

(d) Lease Deed

(i) Is the owner prepared to execute a deed
Of lease for 3/5 years :

(ii) Is he agreeable for renewal of lease
Beyond the initial period of lease (premium not
More than 15% after 5 years) :

- (iii) Whether the owner ready to accept
Execute lease deed based on EPFO's
Standard format of Agreement :

IV. STAMP DUTY AND REGISTRATION CHARGES

- (a) Approximate amount involved :
- (b) Is the owner prepared to bear the charges:

Date:
Place:

Signature of the owner.

PERFORMA-B

I RENT QUOTED

- (a) Per sqft (Carpet Area)
- (b) Service /Maintenance charges, if any

Total:

II RATES AND TAXES

- (a) Approximate amount per annum
- (b) To e paid by the owner / or the tenant

Signature of the owner.