

Telephone 08532-230328

Email: [sro.raichur@epfindia.gov.in](mailto:sro.raichur@epfindia.gov.in)



## कर्मचारी भविष्य निधि संगठन

EMPLOYEES' PROVIDENT FUND ORGANISATION

श्रम एवं रोजगार मंत्रालय, भारत सरकार/ Ministry of Labour & Employment, Govt. of India

क्षेत्रीय कार्यालय / Regional Office, सात कचहरी रोड, Saath Kacheri Road,

रायचूर/Raichur - 584101, कर्नाटक/Karnataka.



No.ZO/HBL/RO/RCH/Adm/CT/2018-19/91

Date: 25.05.2018

### बागलकोट में कार्यालय आवास के लिए निविदा नोटिस

कर्मचारी भविष्य निधि संगठन, श्रम एवं रोजगार मंत्रालय, भारत सरकार के अधीन एक सांविधिक निकाय, जिसे अपने जिला कार्यालय, बागलकोट के लिए वाणिज्यिक आवास की आवश्यकता है। इसका कालीन क्षेत्र 1110 वर्ग फुट हो तथा उक्त कार्यालय में आसानी से पहुंचा जा सकता हो। रुचि रखने वाले मालिक अपने प्रस्ताव को निर्धारित प्रारूप में 11/06/2018 को शाम 2:00 बजे या उससे पहले उपरोक्त पते पर अधिसूचित कर सकते हैं। यह निविदा दो बिड सिस्टम पर आधारित होगा, जैसे, (1) तकनीकी बोली और (2) वित्तीय बोली प्रणाली। नियम और शर्तें तथा कोटेशन प्रारूप प्राप्त करने के लिए, इस कार्यालय में सुबह 10:00 बजे से शाम 05:00 बजे के बीच सभी काम काजी दिनों में संपर्क किया जा सकता है। इसे हमारे वेबसाइट [www.epfindia.gov.in](http://www.epfindia.gov.in) और केंद्रीय सार्वजनिक प्रापण पोर्टल (सीपीपीपी) <https://eprocure.gov.in/eprocure> से भी डाउनलोड किया जा सकता है। तकनीकी बोलियां 11/06/2018 शाम 04:00 बजे खोला जाएगा तथा उन वित्तीय बोली कर्ताओं के बोली जिन्हें तकनीकी बोली में सफल घोषित किया गया है, कि बोलियों को उसी दिन शाम 5:00 को खोला जाएगा।

प्रस्ताव को दो-बिड सिस्टम में प्रस्तुत किया जाना चाहिए, चेक-लिस्ट के अनुसार आवश्यक दस्तावेजों के साथ-साथ, विधिवत रूप से भरे हुए फॉर्म-ए (परिसर के तकनीकी विवरण) के साथ-साथ स्पष्ट रूप से 'तकनीकी रूप से चिह्नित कवर में प्रस्तुत करना होगा। बोली', फॉर्म-बी को स्पष्ट रूप से 'वित्तीय बोली' के रूप में चिह्नित कवर में जमा करना होगा। दोनों कवर को एक बड़े एकल कवर जिस पर "जिला कार्यालय, बागलकोट के लिए कार्यालय आवास के लिए निविदा" लिखा हो में डाला जाए। सभी कवर को ठीक से मोम द्वारा सील कर इस निविदा को 11/06/2018 शाम 2:00 बजे तक या उससे पहले जमा करना होगा, ताकि क्षेत्रीय कार्यालय, रायचूर में दिनांक 11/06/2018 को 05:00 बजे तक तकनीकी बोली खोली जा सके।

अ.रुण आर शिरकर

(अरुण आर शिरकर/ARUN R SHIRKAR),

क्षेत्रीय भविष्य निधि आयुक्त/Regional Provident Fund Commissioner Gr.II,

क्षेत्रीय कार्यालय, रायचूर /Regional Office, Raichur.

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No.ZO/HBL/RO/RCH/Adm/CT/2018-19/ 91

Date: 25.05.2018



**TENDER NOTICE FOR OFFICE ACCOMODATION AT BAGALKOT**

Employees' Provident Fund Organisation, a statutory body under the Ministry of Labour and Employment, Government of India requires office commercial accommodation for its District Office, Bagalkot with Carpet Area around 1110 sqft in easily approachable areas of Bagalkot. The interested owners may send their offers in prescribed format on or before 11/06/2018 2:00PM by name to the undersigned at the above address in two bid system, viz., (1) Technical bid and (2) Financial bid system. The terms and conditions, the Format for submitting Quotation can be obtained from this office on all working days between 10.00AM to 05:00PM and can also be downloaded from the websites [www.epfindia.gov.in](http://www.epfindia.gov.in) and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure>. The Technical bids will be opened at 4.00 PM on 11/06/2018 the Financial bids of the bidders who are declared successful in the Technical Bid will be opened on the same day at 5:00PM.

The offer is to be submitted in Two-Bid System, duly filled FORM-A (containing the Technical Details of the premises) along with the required documents as per the checklist and Terms and Conditions should be submitted in a cover marked clearly as 'Technical Bid', FORM-B should be submitted in a cover clearly marked as 'Financial Bid'. Both the covers should be put in a big single cover super scribed with "Tender for Office Accommodation for District Office, Bagalkot". All the covers should be properly wax sealed. The Tender should be submitted to the undersigned on or before 11/06/2018 by 2:00PM so as to open the Technical Bid on the same day 11/06/2018 at 5.00PM at Regional Office, Raichur.

(अरुण आर शिरकर/ARUN R SHIRKAR),

क्षेत्रीय भविष्य निधि आयुक्त/Regional Provident Fund Commissioner Gr.II,

क्षेत्रीय कार्यालय, रायचूर /Regional Office, Raichur.

### **TERMS AND CONDITIONS**

- 01).The offer should be valid for 4 (four) months from the date of opening of quotations.
- 02).The proposed premises should be commercial premises.
- 03). The Building should be ready to occupy immediately.
- 04). The Premises should be located near Bus Stand / Railway Station of Bagalkot or at Navanagar.
- 05).Physical Inspection of the premises offered for hire will be carried out to verify whether the offer complies with the Technical Specifications or otherwise.
- 06). The opening of Financial Bids shall be done on the same day. The Financial bids of only those offers will be opened which are short listed after assessing the suitability of the commercial accommodation, terms and conditions offered, compliance to Technical Specifications, and verification of their credentials. This will be done by the Committee constituted for the purpose.
- 07).The premises should have been constructed as per the approved plan issued by the local body. An attested copy of the approved plan should be enclosed along with the offer.
- 08). The Owner should have the Completion / Occupancy Certificate issued from the local body for the building and an attested copy of the same should be submitted along with the offer.
- 09).The Fire Clearance from the competent authority should have been obtained, if applicable as per the National Building Code – 2005. A copy of the same should be enclosed along with the offer.
- 10).The building should be legally free from all encumbrances. The owner has to submit a certificate stating that no case is pending against the property in any court of law for which offer is given.
- 11). A key plan of the building should be enclosed along with offer.
- 12). The Owner of the Building has to clearly mention whether he/she is ready to accept Fair Rent to be fixed by Karnataka Public Works Department, Bagalkot or the rent which he/she quotes, whichever is lower.
- 13).The owner he/she has shall submit Fair Rent Certificate issued by KPWD Bagalkot immediately after acceptance of tender.**
- 14). The owner has to provide sufficient Electrical Load, internal wiring for Lights, Fans, Electrical Power Points for Air Conditioners as per the requirement of the Organisation.

- 15). Provision for Inverter for 2 KV UPS and proper internal wiring.
- 16). Sufficient Water Supply should be available. Sources of Water Supply need to be mentioned.
- 17). The Regional P.F Commissioner, Raichur reserves the right to accept / reject any or all the offers without assigning any reason thereof.
- 18). The Owner has to sign all the papers of tender document in token of having understood the terms and conditions.
- 19). The minimum lease agreement will be entered for minimum period of 5 years. The lease agreement may be extended for another 5 years on mutual terms and conditions with an enhancement of rent by 15% hike or CPWD fair rent whichever is less after completion of five year.
- 20). The owner has to mention whether he/she is ready to bear the cost of registration of the Lease Deed. If partly, percentage of cost to be borne should be mentioned.
- 21). All the details and documents mentioned in the tender form must be submitted. Tender having incomplete details/documents will summarily rejected. However, the committee may give an opportunity to the bidder to furnish the balance details / documents within the specified time. The committee may also call for any additional details / documents from the bidder, if required, The owner, before submitting the tender, should satisfy himself/herself about correctness and authenticity of the details and documents submitted. Submission of wrong details / documents would render the tender form invalid.

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Signature of the Owner with Date.

CHECK LIST FOR HIRING OF OFFICE ACCOMMODATION  
FOR DISTRICT OFFICE, BAGALKOT

Technical Bid:

- FORM –A
- Copy of Ownership Certificate – Khata/Sale Deed etc.,
- Copy of Latest Tax Paid Receipt for the Commercial Use of Building.
- Latest Encumbrance Certificate.
- Certificate from owner declaring that no case is pending in any court of law against property offered.
- Copy of Approved Plan from the Local Body.
- Copy of Completion / Occupancy Certificate from Local Body.
- Fire Clearance from the Fire Department, if comes under fire audit.
- Key Plan of the Premises.
- Details of Availability of Electrical Load and Water Facility.
- Copy of the Latest Electricity Bill.
- Whether willing to accept Fair Rent to be fixed by KPWD, Bagalkot.
- Whether willing to sign EPFO's standard Lease Deed with the condition to renew the lease deed after five years with 15% enhancement of rent or KPWD fair rent whichever is less after completion of five years.
- Certificate of Validity of Offer for 4 months.
- Owner has to clearly state whether he/she is ready to bear cost towards registration of Lease Deed. If owner is willing to bear part of cost towards registration percentage of cost to be borne by owner should be clearly mentioned.

FORMAT FOR SUBMITTING QUOTATION FOR HIRING OF OFFICE COMMERCIAL  
ACCOMODATION FOR DISTRICT OFFICE BAGALKOT.

FORM-A (TECHNICAL BID)

I. PARTICULARS OF THE PREMISES

(a) \_\_\_\_\_ :

(b) Distance from the Railway Station :

(c) Distance from nearest Bus Stop :

(d) Name & Address of the Owner :

(e) Pan No. \_\_\_\_\_ :

(f) Aadhaar Card No. \_\_\_\_\_ :

II. AREA

(a) Plinth Area \_\_\_\_\_ :

(b) Carpet Area \_\_\_\_\_ :

(c) Is the premises ready for occupation :

III. SUITABILITY OF THE PREMISES

(a) Electrical Installation

(1) To be provided by tenant/owner \_\_\_\_\_ :

(2) Available Electrical Load \_\_\_\_\_ :

(b) Adequate Parking Facility \_\_\_\_\_ : YES/NO

If Yes, whether covered or open &  
whether adjacent to the main  
premises \_\_\_\_\_ :

(c) Water Source

(1) Availability of Municipal Connection:

(2) Availability of Ground Water :

(d) Whether Copies of Registered Documents of the Property, plan, approval and other NOC's if any, are enclosed (YES/ No). :

(e) Lease Deed

(1) Is the Owner Prepared to execute a deed of 5 years /10 years. :

(2) Is he/she agreeable for renewal of lease beyond the initial period of lease (premium not more than 15% after 5 years) / PWD rates whichever is less.

(3) Whether the owner ready to accept and execute lease deed based on EPFO's standard format of Agreement. :

Date: .  
Place:

Signature of the Owner with Date.

FORM - B (FINANCIAL BID)

I RENT QUOTED

- (a) Per Sq.ft (Rentable Carpet Area) :
- (b) Service / Maintenance Charges, if any :
- Total :
- (c) Whether ready to accept the fair rent to be fixed by KPWD, Bagalkot :

**OR**

the rent which he/she quotes

WHICHEVER IS LOWER?

II RENT AND TAXES

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

III. STAMP DUTY AND REGISTRATION CHARGES

- (a) Approximate amount involved :
- (b) Is the owner prepared to bear the charges? :
- If partly indicate the percentage

Date:  
Place:

Signature of the owner with date.