

**National Highway & Infrastructure Development Corporation Limited**  
Under the  
Ministry of Road Transport & Highways  
Government of India

**Name of the work:-** Notice Inviting tender (NIT) for the hiring of space on lease basis for a period of two year for its Camp office cum residence (Manage Level) in THANLON (Distt. Pherzawl), Manipur.

Sealed quotations in the form of techno-commercial bids are invited from the owners who have "ready to move in" premises and can handover such premises to NHIDCL on lease for a period of two year.

**1. Scope of work:**

NHIDCL invites bids for hiring about 900 Sq feet carpet area approx. Having facilities of rooms with attached toilets, kitchen, common area, Parking space etc on lease basis for a period of at least Two year.

**2. Submission of bid**

The offer/proposal should be submitted in two separate sealed covers consisting of:-

- i) Technical proposal in the specified format as at Annexure-I along with attested photocopies of PAN No. of the owner and documents in support of ownership title of the property.
- (ii) Financial proposal in the specified format as at Annexure-II

Both these covers should be super scribed as "Technical Proposal" and "Financial Proposal" respectively and should be kept in Two sealed cover marked "BIDS FOR PREMISES AT THANLON (Distt. Pherzawl), Manipur". Bids not received in the prescribed pro-forma will be liable to be rejected.

### 3. Evaluation of bids

A minimum score of 60 (out of 100) is required for qualifying in technical bid, evaluation on the following criteria:-

Sr.No'	Particulars	Marks
1	Suitability of location:	20
	Address of the building indicating its location, Municipality:	
	Ward No. locality and other identification marks, such as Dag No. Patta No. etc.	
2	Plan of building and area to be leased:	15
	A copy of the sanctioned plan of the building including	
	NOC (with seal and signature of J.M. DA/Municipality Authority) showing various dimensions, wall thickness, Land boundaries, compound wall etc. (Drawing/Plan shall be submitted with signature of both house owner and authority of hired department.	
3	Year of construction of the building and type of building	15
4	Area of vacant land to be used by the company	15
5	Water supply: Whether Municipal water supply is available or not, whether it is from ring well or hand pump; suitability of water for drinking should also be indicated.	5
6	Type of Sewerage	5
7	Electricity: Whether surface or concealed wiring.	5
8	Fencing/compound wall: There is any proper fencing/Compound wall.	5
9	Basic furnishing and fixtures including Fans, Lights etc.	5

Only those bids which qualify technically (minimum of 60 marks out of 100) would be considered for financial evaluation.

100 marks will be awarded to bidder having highest marks in technical evaluation, pro-rata marks will be awarded to all other bidders on the basis of H-1

The final evaluation will be done on the basis of Quality & Cost based selection system (QCBS) i.e. 60% weightage for technical qualification and 40% weightage for financial parameters.

### 4. Resolution of dispute

In case of dispute, the decision of General Manager (Projects), NHIDCL, Manipur shall be final.

### 5. Payment

The Rent will be payable from the date of handing over vacant possession of the premises to NHIDCL after completion' of necessary, repairs, renovation, and additions etc. and will be payable monthly on submission of Invoices by cheque / ECS / RTGS / NEFT transfer within 15 days. However in unforeseen circumstances if the rent is not paid in time, the company shall not pay in time, the company shall not pay any Interest on late payment.

## **6. TERMS AND CONDITIONS:**

- a) The premises shall be made available at least for 2 (Two) years from the date of handing over vacant possession after completion of necessary repairs, renovations, additions alterations etc. with annual enhancement of rent of 4 % (four per cent).
- b) NHIDCL shall be at liberty to vacate the premises at any time during the pendency of lease by giving three month's advance notice in writing, without paying any compensation for earlier termination.
- c) Responsibility for obtaining the required permission to use the leased accommodation for Office of NHIDCL shall remain with the owner of the premises i.e. lesser.
- d) All existing and future / enhanced Municipal Corporation taxes, rates and cases will be paid by the owner Fees / Renewal fees towards obtaining NOC from COMPETENT LOCAL AUTHORITY for commercial use of the premises will be borne by the owner.

### **e) Maintenance / Repairs:**

- (i) NHIDCL shall bear actual charges for consumption of electricity and water. The owner shall undertake to provide separate electricity / water meters for this purpose.
- (ii) All repairs including annual/periodical white washing and annual/periodical painting will be got done by the owner at his/her/their cost. In case, the repairs and / or white / colour washing is/are not done by the owner as agreed now, NHIDCL will be at liberty to carry out such repairs white / colour washing, etc. at the owners' risk and cost and shall be deducted from the rent payable.

### **f. Rental Deposit:**

NHIDCL shall pay rent deposit equivalent to maximum of 3 months which will be refunded to the NHIDCL at the time of vacating the premises or NHIDCL will be at liberty to adjust the same from the rent payable.

- g. Service Tax and other statutory taxes, if any, shall be borne by the owner.
- h. Offers/Proposals from agents / brokers will not be accepted.

7. The format for the bidding document may be collected from the Office of the GM (projects) mentioned below.
8. Last Date of submission: The tender complete in all respects should reach to The General Manager (Project), National Highway & Infrastructure Development Corporation.
9. Opening of Tender: The Technical Bids shall be opened at 15:00 hrs on the last day of the receipt of tender.
10. NHIDCL reserves the right to reject any or all of the tenders without assigning any reason.
11. Any change or amendment to this notice will be posted on the company website [www.nhidcl.com](http://www.nhidcl.com) only.

The General Manager (P)  
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