



## **NATIONAL FORENSIC SCIENCES UNIVERSITY, BHOPAL CAMPUS**

(Institute of nation Importance under Ministry of Home Affairs, Govt. of India)

C/o CFSL Bhopal, Barkheda Bonder, Bhopal, M.P. – 462038

Tel.: 0755-2995274, Email: [purchase\\_bhopal@nfsu.ac.in](mailto:purchase_bhopal@nfsu.ac.in)

website: [www.nfsu.ac.in](http://www.nfsu.ac.in)

### **EOI DOCUMENT FOR LEASING OF ACCOMMODATION FOR BOYS' AND GIRLS' HOSTEL.**

Tender No. NFSUB/EOI/2024/004 Date: - 05.12.2024

Start Date of Application	05.12.2024
Last date of Application	20.12.2024

EOI Document along with Terms & Conditions

**Subject: - Invitation of Expression of Interest (EOI) for leasing of Accommodation for Boys' and Girls' Hostel.**

National Forensic Sciences University, Bhopal Campus invites sealed proposals for Accommodation for Boys' and Girls' Hostel. The hostel should have minimum 50 airy spacious rooms as accommodation for boys and Girls separately with a capacity of 100 students on twin sharing basis. Besides rooms for students, a warden room, common rooms, pantry should also exist in the building as per details provided at Annexure 'A'. The hostel should meet the essential requirement of safety, privacy and legal compliances as per the rules of various local bodies. A pleasant environment to the students should be provided so that they can focus on their academics and overall development with a free mind. Hostel to be provided with 24x7 electricity & water with proper lighting & ventilation system as well as provision of stand by supply for critical services/utilities.

# **Technical bid**

## **A. TERMS AND CONDITION**

### **Terms and Conditions of the Notice inviting Bid for leasing of accommodation on lease for Boys' Hostel for NSD students.**

1. The interested parties, who are the lawful owner/valid tenants of the building only should send their quotations in a sealed cover super scribing "**Quotation for Boy's and Girls' Hostel**" addressed to **The Campus Director, NATIONAL FORENSIC SCIENCES UNIVERSITY, BHOPAL CAMPUS, C/o CFSL Bhopal, Barkheda Bonder, Bhopal, M.P. – 462038 on or before 20/12/2024 at 1700 hours.**
2. **The Proposal should be submitted in two parts in two separate sealed envelopes.** The first part would be the "**Technical Bid**" which should meet the space requirement as per annexure 'A' attached and should contain technical features like design parameters, power supply, provision of lift, type of construction, common facilities, safety measures, privacy, availability of parking space, 24x7 hot & cold water, round the clock electricity with proper lighting & ventilation system etc. The second part should be the "**Financial Bid**" which should indicate the proposed rent to be charged and financial terms and conditions. Both the bids should be in separate sealed envelopes and the envelopes should clearly indicate at the top "**Financial Bid**" or "**Technical Bid**". The technical bid will be opened in the first instance and the Financial Bid shall be opened only in respect of those bidders, who are short-listed on the basis of their technical bids.
3. The Technical bid should inter-alia contain details as follows: -
  - a) Ownership of the land/building and construction thereon supported with undisputed documents in support of their ownership/tenancy of the building. If there is any encumbrance on the property, the same shall be disclosed. If there are more than one owner of the property, then no objection certificate (duly notarized) from other stake holders along with a general power of attorney authorizing the authorized signatory to do the necessary paper work and communicate with the concerned officers of NFSU.
  - b) The location and address of the building.
  - c) Exact super-area and carpet-area.
  - d) Detailed approved plan of the accommodation/building.
  - e) Clearances/No objection certificate from all the relevant Central/State/Municipal authorities and Fire Department for use as hostel premises conforming to the municipality Rules/Bye-laws.
  - f) Facilities and amenities available with the building.
4. Facilities required to be provided by the owner: -
  - a) The building should be located on the main road in Bhopal within **15** kilometer radius from the office of NATIONAL FORENSIC SCIENCES UNIVERSITY, BHOPAL CAMPUS, C/o CFSL Bhopal, Barkheda Bonder, Bhopal, M.P. – 462038 with easy access, keeping safety / security in mind. It should be fit and approved for hostel use with all the licenses required.
  - b) Assured free parking space be provided/made available for adequate four/two wheelers. Pickup vans/60-seater buses for pickup and drop of

- students should be able to access the building and park at a safe place for embossing/debussing the students.
- c) There should be a provision for 24 hours electricity supply with 100% power backupround the clock.
  - d) The Hostel space should have electrical fixtures such as switches, power points etc. of reputed company. Electrical earthing as per the laid down specifications should be present.
  - e) The building should have proper fire exit properly marked with signages.
  - f) The area proposed to be given on rent should be on the same floor or on continuous floors. However, preference would be given to exclusive building with a secured boundary wall and independent entrance.
  - g) The building should have adequate security cover to protect the property / occupants.
  - h) Routine maintenance of (civil, seepage, leakage, sewer cleaning, electrical, mechanical, plumbing including consumables etc.) shall be provided by the owner and the owner will be responsible for carrying out annual repair and maintenance of the premises every year and as & when required. White washing of the building will be mandatory once in a year. No additional charges shall be paid for the same.
  - i) In case of high-rise buildings, provision of lift(s) is essential which will be maintained and operated by the owner of the rented/lease premises along with the safety services such as ARD and standby supply.
  - j) The building should be in a ready to move/use condition with round the clock electricity & water supply, lifts, sewerage and firefighting equipment with proper security systems.
  - k) No advance rent is payable by the NFSU Bhopal Campus as a matter of policy.
  - l) The space offered should be free from encumbrance, liability and litigation with respect to its ownership, lease/renting and pending payments against the offered space.
5. The financial bid will inter-alia include-
- a) The rent demanded per sq. ft. (carpet area/covered area etc.) and the rent offered should be inclusive of property tax or any other tax required to be paid by the property owner. The rates should be quoted for accommodation only.
  - b) If the bidder intends to charge separately for the facility of power backup provided, he/she may indicate the amount payable on this account.
  - c) If the building has any encumbrance or charge, specify all such relevant details.
6. Conditional offers will be summarily rejected.
7. Electric connection in the premises will be arranged by the owner of the premises offered but electricity bill will be paid by the NFSU Bhopal Campus.
8. For the purpose of providing security to the hostel, NFSU Bhopal Campus will provide the necessary security staff.
9. The quotation shall be valid for a period of at least three Calendar months from the date of opening of the quotations for the purpose of evaluation of quotations.

10. The NFSU Bhopal Campus reserves the right to accept/reject/cancel all or any quotation without assigning any reason thereon.
11. The successful bidder will have to execute lease deed for registration with the local sub- registrar. The successful bidder will have to bear the cost and expenses of documentation and registration of the lease deed.
12. Payments of rent and any other expenses shall be made by NFSU Bhopal Campus against the pre-receipted bills as per the lease deed to be executed between NFSU Bhopal Campus and the owner or his/her legal representative.
13. Payments of rent will be made on monthly basis by account payee cheque or by digital mode in favour of owner after deduction of the tax at source (TDS) as applicable from time to time.
14. The period of lease would be initially for one year with provision for extension of lease on mutually agreed terms.
15. The lease can be cancelled by either side by giving a notice of not less than one month expressing its intention to terminate the lease.
16. The participating bidders will have to nominate one person who will act as the authorized representative of the owner in case owner is not available for discharging his responsibilities.
17. If any dispute or difference of any kind whatsoever arises between the Parties in connection with or arising out of this Contract or out of the breach, termination or invalidity of the Contract hereof, the parties shall resolve them by resorting to the following in the order hereunder mentioned.
18. Parties shall make an endeavor, at first instance, to settle such dispute by mutual discussion between them for a period of 30 days after receipt of notice sent by the aggrieved party regarding existence of such dispute.
19. If the dispute cannot be settled by mutual discussions within 30 days as provided herein, the dispute shall be referred to for Arbitration by sole arbitrator appointed by the Campus Director, NFSU Bhopal Campus.
20. The aggrieved party shall serve a notice in the prescribed mode on the Campus Director, NFSU Bhopal Campus requesting him to appoint an arbitrator.
21. The arbitration proceedings shall be held in accordance with the provisions of The Arbitration and Conciliation Act 1996, as amended up to date.
22. The arbitration proceedings shall be conducted in the English language. The venue of Arbitration shall be Bhopal.
23. Each party shall bear the costs of the sole arbitrator equally. The Sole Arbitrator may also decide as to which party shall bear the cost of the proceedings.
24. The Arbitrator shall from time to time with the consent of the Parties extend the time to make and publish the award.

## **25. PENALTY CLAUSE**

Failure on the part of the owner to perform his obligations/duties under the contract will render him liable to imposition of penalty in addition to forfeiture of performance security. The decision of the Campus Director, NFSU Bhopal Campus will be final in this regard.

25.1 NFSU Bhopal Campus shall be under no obligation to accept the lowest quotation.

25.2 Non-fulfillment of any of the above terms shall result in rejection of Bid.

25.3 All disputes arising out of this contract will be subject to the Jurisdiction of Hon'ble High Court of Bhopal or courts subordinate to High Court of Bhopal, at Bhopal only.

25.4 The NFSU Bhopal Campus reserves the right to reject all or any EOI without assigning any reason thereof.

## **Annexure - 'A'**

### **Details of accommodation required**

<b>Sr. No.</b>	<b>Particulars</b>	<b>For Boys' Hostel</b>	<b>For Girls' Hostel</b>
1	Number of students to be accommodated on twin sharing basis. Number of spacious, airy rooms with proper ventilation and lighting required, size 14'x12' (approx.)	50 students 25 rooms	100 students 50 rooms
2	<b>Toilets</b>		
2.a	In case of common toilets - Number of Toilets, size 10'x8' (approx.) including WCs, showers, washbasins, mirrors, geysers, exhaust fans, towel rails, hand rails, hooks, soap containers, hot & cold-water arrangement etc.	15 nos.	30 nos.
Or 2b	In case of attached toilet with Rooms - size 6'x4' (approx.) including WCs, showers, washbasins, mirrors, geysers, exhaust fans, towel rails, hand rails, hooks, soap containers, hot & cold-water arrangement etc.	25 nos.	50 nos.
3	Common room, size 40'x40'(approx.) with proper Ventilation, fan & lighting required	1 no.	1 no.
4	Pantry, size 12'x10' (approx.) with fan, exhaust fan, proper ventilation & lighting required	2 nos.	4 nos.
5	Space required for 3 nos. Drinking Water Cooler & 3 nos. R.O. systems, size 10'x10' (approx.) including 6 power points with proper 24x7 water supply, connection & lighting required	1 Space for 3 nos. Drinking Water Coolers & 3 nos. R.O. systems	2 Spaces for 3 nos. Drinking Water Coolers & 3 nos. R.O. systems
6	Bed room for Warden, size 15'x12' (approx.) with attached toilet size 10'x8', including WCs, showers, washbasins, mirrors, geysers, towel rails, hand rails, hooks, soap containers, hot & cold-water arrangement etc. with proper ventilation and lighting required	1 Bed room with attached Toilet	1 Bed room with attached Toilet
7	Room for care taker	01	01
8	Parking space for 05 four wheelers, 20 bicycles, 20 motorcycles	Yes	Yes



**DETAILS OF OFFER FOR LEASE**

<b>1.</b>	<b>Date of Advertisement</b>	
-----------	------------------------------	--

<b>2.</b>	<b><u>Details of owner: -</u></b>	
2.1	Name	
2.2	Address	
2.3	Telephone/Mobile No.	
2.4	Fax No. (if any)	
2.5	E-mail address	
2.6	<b>Name of Contact person, &amp; Phone No.</b>	

<b>3.</b>	<b><u>Details of the property: -</u></b>	
3.1	Address and locality in which the property is situated	
3.2	Enclose a copy of complete floor plan of the premises offered	
3.3	Coloured site plan showing location of premises offered, surrounded roads as approved by Local Authorities	
3.4	Type of structure	
3.5	Number of floors in the building and the floor/s on which the premises offered.	.....floors in the building. Premises on ..... floor/s offered.
3.6	Year of construction of the building as per _____ record _____ of _____ UIT/Municipality/DDA/NDMC	
3.7	Floor wise rentable rooms with detailed building map showing partitions, walls, columns, door jams, balconies, bathrooms, lavatories, kitchen, pantry and excludes external walls, balconies, portico/ canopy, external staircase, loft, sanitary shafts, lift wall, space below the window sill, box louver, A.C. shaft, etc) of the premises offered.	ii) Ground Floor..... nos. iii) First Floor..... nos. iv) Second floor.....nos. v) Third Floor.....nos.
3.8	Whether the building plan approved by the local authorities or not and enclose a copy of the same.	Yes, approved vide letter no..... dated .....
3.9	Whether the construction of the building/premises offered is completed or not. If under construction, state the time period required for its completion.	Completed in ..... Under construction and will be ready in .....
3.10	If building/premises offered is completed confirm that the construction is done as per approved	Completed as per approved plan / Completed with deviations are as under: - .....

	building plan and if not state the deviations from the approved plan.	..... ..... ..... .....
3.11	Whether the premises is ready for occupation and Completion/ Occupation certificate obtained from the concerned authorities. If yes, enclose a copy of the same and if not, state the present status and time, period required for obtaining the same.	Ready for occupation and Completion and Occupancy certificate already obtained/ ..... ..... ..... Completion and Occupation certificate will be obtained within days
3.12	Details of accommodation indicating area occupied, paths or roads sketch of the building showing the portion under occupation	
3.13	Whether site plan showing the position of the building/premises has been attached including surround roads and location	
3.14	Whether the building on the plot is single storey only or has many floors e.g. basement, ground floor, first floor, second floor, garage, servant quarters, cycle/scooter sheds, give details of the building, plan, sections with dimensions and full-scale size blue print to be signed by the owner	
3.15	If there is any common portion or passage inside the building or outside but inside the plot is should be clearly indicated on the plan	
3.16	If the Fair Rent Certificate was issued previously (if yes, give no. & date and fair assessed earlier, attach copy of the same	
3.17	Whether the open land space has got full/partial utility for the required purpose. Give full details clearly	

<b>4.</b>	<b><u>Amenities/facilities provided:-</u></b>	
4.1	Whether Municipal water supply available or not. If not state the other source of water supply.	Yes /No Other sources ..... ..... .....
4.2	Whether sanitary facilities (Toilets/Bath rooms/ WC) available within the premises offered.	Yes/No .....Toilets/Bath Room/WC.
4.3	Whether separate 3 phase electric power supply available or not. If available sanctioned power load	Yes/No .....KVA
4.4	Whether exclusive parking space is available for students with details	Yes/No.
4.5	Whether lift facility available or not	Yes/No
4.6	Standby Generator arrangement if any.	Yes/No
4.7	Firefighting arrangements if any	Yes/No
4.8	Security arrangements if any	Yes/No
4.9	Please mention if any other facility is provided	

<b>5.</b>	<b><u>Lease terms:-</u></b>	
5.1	Lease period offered (generally, for 3 years)	.....Years
5.2	Period of initial lease (generally, for 1 year)	..... Years
5.3	Number of renewal options (Minimum 2 renewal options)	..... options

**Place:**

**Date:**

**Signature of owner**

# **Financial Bid**

## **PRICE BID OFFER FOR LEASING OF PREMISE FOR HOSTEL**

Tender No. NFSUB/EOI/2024/004 Date: - 05.12.2024

With reference to your advertisement in the newspaper/s dated .... I / We hereby offer the premises owned by me to be used as hostel accommodation for student of National Forensic Sciences University, Bhopal Campus on lease basis as per terms and conditions and other details furnished in the technical bid. The general information of the premises offered to National Forensic Sciences University, Bhopal Campus on lease and the rent per room of rentable floor is as under: -

<b>Name of the owner</b>	
1. Location of the premises i. Plot No./Name of the Building ii. Name of the Street/Locality	
2. Rentable rooms of the premises offered.	..... nos. on Ground Floor. ..... nos. on First Floor ..... nos. on Second floor ..... nos. on Third floor
3. Monthly rent per rooms (on rentable area basis inclusive of all taxes as applicable).	Rs..... per month
4. Amount of House Tax paid for the previous financial year by the landlord (copy of receipt to be attached)	
5. Details of increase in rent per year, if any	.....%
6. Other charges, if any	

**Place:**

**Date:**

**SIGNATURE OF THE OWNER**