

KARMAYOGI BHARAT- Special Purpose Vehicle

(A Company Registered u/s 8 of the Companies Act, 2013)

**2nd Floor, NDCC II Building, Near Connaught Place, Near Jantar Mantar,
New Delhi -110001.**

Date: 09/01/2023

EXPRESSION OF INTEREST FOR HIRING OF OFFICE SPACE

(EOI NOTICE NO.D-14013/2/2022-KB)

KARMAYOGI BHARAT-SPV an autonomous body under Department of Personnel & Training (DoPT) invites two packet offers (Techno commercial offer & Financial offer both in a separate envelopes) for office space for a minimum period of 5 years extendable every 3 years up to maximum of 20 years.

1. The requirement is for 15,000 Sq. ft. Covered area preferably on single floor, bidder should provide details of Super area also if any. The space shall preferably furnished and ready to shift or the bidder/owner should be willing to furnish as per requirements of KB-SPV. The bidder/owner should provide dedicated parking space for a minimum of 25 cars (two wheelers can also be parked in the same space) covered/open within offered building. The space should be approved for commercial office use and located in the following areas in New Delhi, Gurgaon or Noida in close proximity to Jawahar Vyapar Bhawan/DoPT office, North Block, New Delhi.
2. NDMC Area
3. Non-NDMC Area
4. M. G. Road, Gurgaon on the stretch of present Yellow Metro Line
5. Noida, close proximity of Delhi

The proximity up to 1 KM to Metro station/s and 1 KM to Bus Stand is mandatory.

For the purpose of the usual course of business including conducting meetings with national/ international entities/ corporates/associations/institutions etc. a proper working space is required. Some of the tentative requirements thereto have been listed hereunder:

- Workstations-70
- Cubicles - 6
- Cabins/meeting rooms -4
- Cabin for CEO with washroom-1
- Director Rooms -2
- Fully equipped 3 conference rooms of 24,12 & 6 persons
- Pantry/Cafeteria-1

- Proper washrooms for men & women -2
- Adequate electricity and water supply
- Central air-conditioning
- Installation of necessary security equipment
- 100 % Power backup
- Office space to be compliant with applicable building norms/ laws and must possess requisite statutory clearances/No Objection Certificates

The offers will be evaluated first for techno commercial scrutiny received against this EOI on the basis of criteria enclosed and then qualified bids of techno commercial aspect will be adjudged on the basis of their financial offers. The offers from bonafied owners /concessionaire will be accepted only.

The offers should reach KarmaYogi Bharat (KB-SPV) on or before 23.01.2023 up to 11.00 hrs at above address and the offers will be opened at 11.30 hrs on the same day. For more details & clarification for tendering offers/format please visit 2nd Floor, NDCC II Building, Near Connaught Place, Near Jantar Mantar, New Delhi-110001 or KB-SPV web site www.karmayogibharat.gov.in

Issuing Authority:-

CEO, Karmyogi Bharat-SPV,
2nd Floor, NDCC II Building,
Near Connaught Place,
Near Jantar Mantar,
New Delhi-110001

A. Techno Commercial offer

(EOI NOTICE NO.D-14013/2/2022-KB)

Description of Property

1.	Name of bidder and contact details:		
2.	Address of Property		
3.	Area (in Square Meters/ ft.): a) Covered area: b) Super area:	Covered area	Super area
4.	Lawn/ open area / terrace adjoining to offered area		
5.	Floor:		
	a) Total Number of Floors in the Building: b) Floors on which accommodation exists:		
6.	No. of Lifts provided and capacity of each Lift:		
7.	No. of Toilets for He & She:		
8.	Documentary Proof: of Ownership of Property		
9.	Usage of Property: (Commercial/Institutional/ ITTES)		
10.	Parking Facility within the premises: a) Covered Parking b) Open Parking		
12.	Appropriate display space for installation of Sign Boards:		
13.	Present conditions of space: 1. Furnished 2. Bare shell		

14	The bidder is willing to furnish the space as per requirements of KB-SPV if yes then the time frame required for furnishing the same.	
15	Lock in period if any	
16.	Other Facilities, clearance available with details such as:	The bidder must enclose copies of all the relevant documents/certificates
	a. Security of building/offered space	
	b. Central Air-conditioning	
	c. Energy Efficient LED light fittings for office use.	
	d. 100% Power Back-Up and details.	
	e. Electrical load for the offered premises	
	f. Completion / occupancy certificate	
	g. Nearest Metro Station name and distance from offered premises	
	h. Structure should be earth quake resistant, structure safety certificate should be furnished.	
	i. The details of mandatory lift license should be furnished.	
	j. Fire Fighting arrangements (dry and sprinklers) The details of mandatory Fire safety clearance from concerned authority should be furnished.	
	k. 24 hours Water Supply for (Drinking/Raw), etc.	
17.	The bidder is willing to provide housekeeping of offered space.	Yes/No The charges if any to be mentioned in Price bid. The KB-SPV have right to discontinue

		to avail any of below services after giving notice of one month from bidder if not satisfied.
	1. Housekeeping of offered area 2. Pantry services	
18.	Any other information bidder would like to furnished	

The offered premises which do not meet all the above criteria will stand disqualified and their financial offers will not be considered/opened.

Procedure for Tendering offers:

1. This is two packet tender i.e. Techno-Commercial offer and Financial offer to be submitted in a separate sealed envelope with all documents duly signed. Both the envelopes to be submitted in Single envelope clearly mentioning on the envelop the EOI NOTICE NO.D-14013/2/2022-KB, Bidders name & address and Description of Property, etc. KB-SPV will finalise the hiring of space on the basis of techno-commercial offers & financial offer of the bidders received against this EOI on the basis of eligibility criteria stated above.
2. The financial offer duly signed in separate sealed envelope will be opened only of eligible qualified techno-commercial bidders.
3. The offer inviting Authority reserves the right to accept any offer or to reject any or all offers at its sole discretion without assigning any reasons thereof. The offer inviting Authority is also not bound to accept the lowest offer and no communication will be entertained in this regard.
4. The last date for physical submission of filled offers is on or before 23.01.2023 up to 11.00 hrs on the address: - 2nd Floor, NDCC II Building, Near Connaught Place, Near Jantar Mantar, New Delhi-110001 the offers will be opened at 11.30 hrs on the same day. The offers received after the last date and beyond the time mentioned above will not be considered.
5. Bidder should submit technical and financial offer in 2 separates envelop and submit in hard copy to Karmayogi Bharat office.

Terms and Conditions:

1. The property should be registered in the name of the applicant/ concessionaire having approved completion plan, Municipal/Authority clearance obtained for commercial/Institutional usage for office. The valid document in support of the subject should be enclosed with the EOI.

2. Furnishing of premises is expected to be of level of exiting KB-SPV Head quarter at NDDC building.
3. The building having other tenants like Ministries, PSU, and Govt. departments will be preferred.
4. The bidder must enclose copies of all the above relevant documents/certificates self-attested on all pages as these are mandatory and non-submission of the above documents/certificates will entail the disqualification of their offer.
5. Qualified Proposal with location wise least cost will be taken to the Competent authority and appropriate decision will be taken based on the location and price quoted by bidders.
6. This EOI is being issued with no commitment from Karmayogi Bharat to award the contract.

B. Financial Offer

(EOI NOTICE NO.D-14013/2/2022-KB)

(A)

S. No	Description	Covered / Super Area in Sqft	Amount/Rate in Figures on Covered / Super Area	Amount/Rate in Words on Covered / Super Area
1.	Monthly Rent per Month/Sq ft on Covered / Super Area of office space			
2	Monthly charges and for period per Month/Sq ft on Covered / Super Area for furnishing the office space if any.			
3.	Monthly charges for Infra-Structure/ Air Conditioning/ Power backup/ Security etc. charges if any per Month/ Sq Ft on Covered / Super Area			
4.	Common Area Maintenance Charges if any per month/Sqft on Covered / Super Area. The charges and details of			

	CAM for office hours and after office hours should be given.			
5	Any other Monthly charges if any per Month/ Sq Ft on Covered / Super Area			
6.	Taxes if any			
7.	Total amount per Month			

The applicable GST if any payable by KB-SPV.

(B)

S. No.	Description	Amount/Rate in Figures	Amount/Rate in Words
1.	Interest free refundable Security Deposit if any payable by KB-SPV to bidder		
2.	Monthly Rent / Charges escalation (if any)		
3.	100% Power Back-up Charges per unit (if any)		
4.	Parking Charges (if any)		

The applicable GST if any payable by KB-SPV.

Other Terms and Conditions:

1. The offered premises must be part of approved for office purpose.
2. The terms and conditions along with the instructions will form part of the offer to be submitted by the bidder/offerer to KB-SPV.
3. All columns of the offer & documents must be duly filled in and no column should be kept blank.
4. All the pages of the offered documents are to be signed by the bonafied owners/concessionaire/authorized signatory of the offerer. Any overwriting is to be duly signed by the offerer. KB-SPV reserves the right to reject the incomplete offers or incase where information submitted/furnished is found incorrect.
5. The offers from bonafied owners/concessionaire/authorized signatory will only be accepted.
6. In case the space in the offered document is found insufficient, the offerer may attach separate sheets.
7. Income-Tax and statutory clearance shall be obtained by the offerer at their own cost, as and when required. If the offerer has any exemptions of TDS from Income Tax department on rent etc. for the period mentioned thereon it shall be considered only if all relevant documents in support are submitted with the offer.
8. All the payments to the successful offer shall be made by NEFT/RTGS/ Cheque only.
9. The offered premises shall be preferably freehold.
10. The property should be free from incidents of Roof leaking, water logging etc. inside the premises and surrounding areas.
11. The offered premises should have good frontage, proper access and should be on main road.
12. All the taxes (except GST (CGST & SGST)) pertaining to property will be paid by the owner/lessor/concessionaire and not by KB-SPV.
13. Lease agreement will be between the owner/concessionaire and KB-SPV, rent will be paid to respective owner/concessionaire/lease holder only through NEFT/RTGS/ Cheque.
14. Income-Tax will be deducted at source at prevailing rate as per extant rules.
15. Electricity charges will be borne by the KB-SPV for the area taken on lease, on actual basis based on the separate/sub meter per unit rate which would be provided by the Lessor.

Issuing Authority:-

CEO, Karmyogi Bharat-SPV,
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Near Connaught Place,
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