



IIM

भारतीय प्रबंध संस्थान विशाखपट्टणम
Indian Institute of Management Visakhapatnam

Ref: Tender No: IIMV/PMO/T/01/2019 - 20

Date: June 29, 2019

Tender Document
for providing Student Hostel Accommodation

Invitation to Tender for “Providing Student Hostel accommodation for a Minimum of either 60-70 students or 120-140 students on twin sharing basis for a period of two (02) years”.

Last date for submission of Bids	22-07-2019; 3:00 PM
Opening of Technical Bids	22-07-2019; 4:00 PM
Opening of Commercial Bids	Of only those bidders, who qualify in the technical evaluation. Date, time and venue to be announced.

Address:
Andhra Bank School of Business Building
Andhra University Campus
Visakhapatnam-530003
Phone: +891-2824-444

NOTICE INVITING TENDER (NIT)

No: IIMV/PMO/T/01/2019-20

Dated. June 29, 2019

1.0 Indian Institute of Management Visakhapatnam (an Institute of National Importance under the IIM act, 2017) invites sealed tenders for hiring of apartments in one building or adjacent buildings from a single owner or a single duly authorized power of attorney holder for a period of two (02) years for use as hostel for post - graduate students. Total number of flats available/ offered should accommodate a minimum of either 60-70 students or 120 - 140 students on twin sharing basis (gents and ladies, separately). There should be a provision for office space for: (i) hostel warden(s)/supervisor(s); (ii) holding meetings etc.

2.0 Tender details:

1	Ref. No. IIMV/PMO/T/01/2019-20, dated June 29, 2019				
2	Name of the Work	Tenders for hiring of apartments in one building or adjacent buildings from a single owner or a single duly authorized power of attorney holder for a period of two (02) years for use as hostel for post - graduate students. Total number of flats available/ offered should accommodate a minimum of either 60-70 students or 120 - 140 students on twin sharing basis (gents and ladies, separately).			
3	Type of Tender	Cost of Tender In Rs	EMD in Rupees	Estimated Cost in Rupees, Excluding GST	Lease period
	Item Rate	Nil	Nil	-	2 years
4	Last Date for Submission of Tender	July 22, 2019 (Monday); 3:00 pm			
5	Date and time of opening of tender (Technical Bid)	July 22, 2019 (Monday); 4:00 pm.			
6	Date and time of opening of tender (Commercial Bid)	Of only those bidders, who qualify in the technical evaluation. Date, time and venue to be announced.			
7	Tender Document	The tender documents can be down- loaded from the websites http://www.iimv.ac.in/tender-notices.html or https://eprocure.gov.in/epublish/app			

8	Place of the Submission	To be submitted in two separate sealed covers. Technical Bid in one cover and Price bid in another cover to: IIM Visakhapatnam Andhra Bank School of Business Building, Andhra University, Visakhapatnam - 530003	
9	Eligibility Criteria	The bidder must meet the eligibility criteria indicated in the Technical Bid Evaluation Process	
10	Regulatory/Statutory Compliances	The Bidder must have PAN Number, GST Registration Number, Aadhar Number (In case of Individuals) and must be fulfilling all regulatory/statutory compliances as applicable.	

3.0 Terms & Conditions:

Indian Institute of Management Visakhapatnam reserves the right to accept or reject any or all the tenders or cancel this process at any time, without assigning any reason whatsoever.

The bidders, who do not meet the eligibility criteria; or do not submit all the necessary documents in support of meeting the eligibility criteria; or do not submit documents that are complete and valid; or do not submit bids with supporting documentation in time - shall be disqualified.

Bidders are requested to download the documents from <http://www.iimv.ac.in/tender-notices.html> or <https://eprocure.gov.in/e-publish/app>

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INDIAN INSTITUTE OF MANAGEMENT VISAKHAPATNAM

Tender Details

1. Background:

- a) Indian Institute of Management Visakhapatnam (IIMV, the Institute, the Lessee) was set up in 2015 in Visakhapatnam by the Government of India, Ministry of Human Resource Development. Presently, IIM Visakhapatnam operates from Andhra University Campus.
- b) Hiring Tenders for hiring of apartments in one building or adjacent buildings from a single owner or a single duly authorized power of attorney holder for a period of two (02) years for use as hostel for post - graduate students. Total number of flats available/ offered should accommodate a minimum of either 60-70 students or 120 - 140 students on twin sharing basis (gents and ladies, separately).
- c) Offers are invited from eligible parties directly (no brokers) based on the eligibility criteria and general terms and conditions mentioned below. Interested parties may download the copy of the document from websites, i.e. <http://www.iimv.ac.in/tender> or https://eprocure.gov.in/e_publish/app
- d) The last date for submission of Technical & Commercial Bid is July 22, 2019 (Monday); 3:00 pm.
- e) A Committee duly constituted by the Competent Authority would evaluate the eligible Technical Bids submitted by the bidders and the Financial Bids (i.e. Commercial or Price Bids) of the short-listed bidders.
- f) Members of the Committee would visit for inspection the premises/building/apartments of only those shortlisted bidders who meet the eligibility criteria.
- g) Thereafter, based on the overall suitability of the premises offered, as determined by the Committee, the Institute would qualify the bidders and open the financial bids of such qualified bidders only.
- h) The tender document can be downloaded from <http://www.iimv.ac.in/tender> or https://eprocure.gov.in/e_publish/app. Any corrigenda or amendments will be posted on the Institute's website only and the Bidders are advised to keep visiting the Institute's website regularly for updates/changes.

2. Eligibility Criteria:

S. No	Criteria	Document to be provided
1	Flats/Rooms in one single building/ adjacent buildings	Plan & Layout of the building duly signed by the bidder.
2	Exclusive use of building(s) for Hostel	Building Plan duly signed by owner clearly demarcating the premises offered on lease under this bid.
3	Single owner; or Single, duly authorized power-of-attorney holder	Ownership document or Power of Attorney

4	Lease for a minimum period of two (02) years	Letter of offer for 2 years
5	Premises within 8.0 km (Eight kilometers) radius from the existing transit campus of IIM Visakhapatnam in AU Campus (located opposite the Department of Commerce & Management Studies Building)	Extract of map indicating distance by road.

3. Other Terms and Conditions:

- a) The Bidder/Lessor shall be an owner or competent/duly authorized power-of-attorney holder to lease the premises being offered. The tenders shall be accepted only from such owners/ Power -of attorney (PoA) holders of the property. Offers from brokers will not be entertained. No brokerage shall be paid by the Lessee for taking the property on lease/rent.
- b) The responsibility for payment of all types of taxes such as property tax, municipal tax, taxes for utilities etc. shall vest solely with the lessor.
- c) The properties offered for accommodation shall have clear title and shall be free from all encumbrances, liabilities, disputes and litigations with respect to ownership or construction as per approved plans or bye-laws as per Local/Municipal Bodies. IIM Vishakhapatnam shall be not liable in any manner in such matters.
- d) Possession of the accommodation should be handed over to Institute by August 16, 2019.
- e) The Lessor shall provide electrical, sanitary and other fittings and fixtures (as described later). The Institute shall correspond only with the shortlisted bidders.
- f) Incomplete bids, bids received late, bids not conforming to the specifications and/or the instructions contained herein, will be rejected summarily.
- g) Any form of canvassing/influencing will attract rejection of bid submitted by the bidder and the Institute reserves the right to take such penal action (e.g. blacklisting the Bidder for the present and future etc.) as it deems fit.
- h) Irrespective of the offers received or their competitiveness, the final decision on choosing accommodation or no accommodation at all, will vest in entirety with the Institution.
- i) The bidder is expected to examine all instructions, terms and specifications in the tender document. Failure to furnish all information required or to submit a bid not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in the rejection of the bid. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification criteria, maintenance of premises, availability of regulatory/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of lease etc. will be deemed to be material deviations. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the bidder by correction of the non-conformity. The Institute will evaluate and compare the Price/Financial/Commercial bids of only those Technical bids which have been determined to be substantially responsive. The Institute will award

the contract to the successful bidder who has been determined to qualify to perform the Contract satisfactorily, and whose bid has been determined to be substantially responsive and is the lowest evaluated bid.

- j) Offers received from Government Bodies/Public Sector Undertakings/State Housing Boards etc. would be given preference.
- k) The premises should have all required electrical fixtures and fittings, such as switches, power points, fans, lights, etc. along with DG Sets of required capacity for running all electrical equipment in 24 x 7 mode. Equipment not backed up by the DG Sets for uninterrupted or 24/7 operations should be stated explicitly.
- l) Light fitting, power sockets, etc. should be provided as per standard designs by the Lessor.
- m) The offered space should be in a ready to occupy condition with approved electricity, water, sewerage connections, etc. The electric power load available and the specifications of power back-up should be clearly indicated.
- n) Flooring should be of vitrified tiles/marble/granite of standard quality. The internal and external walls and ceiling should be properly painted with standard quality paint.
- o) The owner should make available, parking space in the premises, for not less than 20 two-wheelers & 2 cars for (60 - 70 student-accommodation), 40 two-wheelers & 4 cars for (120-140) student-accommodation and proportionately for capacity in between.
- p) IIMV reserves the right to set up additional generator sets and other electrical fittings in the premises/common areas of the building as required from time to time for any of its additional/specific uses and the successful bidder shall facilitate such installations at no additional cost.
- q) If at any stage it is found that any of the details/documents furnished by the bidder is/are false/misleading/fabricated, the bid would be liable for cancellation without intimation to the bidder.
- r) The offer should remain valid for two months. During the validity period of the offer, the bidder should not withdraw/modify the offer in terms of area and price and other terms and conditions quoted in the Technical Bids. The bidder is required to submit an undertaking on non-judicial stamp paper of required value duly signed by the rightful owner or its power of attorney holder that the bidder shall not back out/cancel the offer/offers made during the validity period.
- s) The hiring of space will be for an initial period of two years and could be extended further with mutual consent and on mutually acceptable terms and conditions, for further periods.
- t) Notwithstanding anything contained above, the Institute reserves the right to reject all or any bid as recommended by the Tender Committee and is not bound to divulge any reason to the unsuccessful bidders.

4. Procedure for Opening & Evaluating of Tender Bids (Technical):

- a) The Committee or a Sub-Committee constituted by the Institute will open the eligible Technical bids in the presence of the bidders or their duly authorized representatives

(max one person/representative per bidder), on the date and at the time herein specified.

- b) Detailed evaluation (stage 1) of the Technical Bids then follows, about their conformity with the requirement specifications / Amenities / Facilities (Annexure - 1) as well as other relevant factors. For the bids that qualify in the first stage of evaluation, the second stage (spot study) follows, wherein, inspection of the premises offered along with facilities and amenities would follow. This will lead to a third-stage, where the Price bids of the finally short-listed bidders (only) would be opened and evaluated.

5. Lease Rental Payments:

Payments shall be made on monthly basis in online mode by IIMV against pre- receipt bills as per the lease deed to be executed between the IIMV and the owner/lease holder. TDS and other taxes will be deductible as applicable as per government rules.

6. Terms of Termination of Lease Agreement

The lease can be terminated by either side by giving a notice of not less than three months. No reasons need be given by either party for such termination.

7. Mode of Issue of Notice:

Any notice sent by Speed Post only by either party to the addresses recorded in the Lease Deed shall be deemed to have been properly served for any of the purposes mentioned herein.

8. Arbitration

All disputes about the execution of contract shall be settled under the provisions of Arbitration and Conciliation Act 1996 and the rules framed thereunder and in force shall be applicable to such proceedings. The Competent Authority of IIM Visakhapatnam or a person nominated by IIM Visakhapatnam shall be the sole Arbitrator. The costs of arbitration shall be borne equally by both the parties.

9. Penalty Clause

Any non-conformity (in part or in full) of the terms and conditions, in letter or spirit, by the lessor may result in levy of penalties by the Competent Authority as may be articulated in the lease deed at the sole discretion of the Competent Authority and failure by the lessor to honor the same and make suitable amends may result in termination of lease by the lessee. The Lessee need not follow the requirement of notice period, in such cases.

10. Security Deposit

IIM Visakhapatnam will not pay any deposits (security, advance etc.) to the Lessor.

11. Jurisdiction

All disputes shall be subject to the Civil Court jurisdiction of Visakhapatnam, Andhra Pradesh, India only.

12. Miscellaneous

Due weight will be given to offers that have space / provision for sports / games like badminton, table tennis, caroms etc. for use by students.

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TECHNICAL BID EVALUATION PROCESS

The applicants qualifying in the above eligibility criteria will be evaluated by a scoring method as follows, on the basis of details furnished by them as well as on the basis of spot study.

S. No	Details	Points
1	<p>Proximity to the IIM Visakhapatnam transit campus as follows:</p> <p><u>Address:</u> Andhra Bank School of Building Andhra university campus Visakhapatnam - 530 003</p> <ul style="list-style-type: none">• Full marks will be awarded to the tenderer whose building is nearest to Transit campus.• 50% of the marks to the bidder whose building is located farthest among the bidders from Transit campus.• other eligible tenderer will be awarded marks pro-rata between above two extremes based on the number of eligible assignments.	25
2	<p>Size (Capacity) of the Student Accommodation.</p> <ul style="list-style-type: none">• Full marks will be awarded to the tenderer whose building can accommodate maximum number of Students (Not more than 120 No's).• 50% of the marks to the bidder whose building can accommodate minimum number of students (Not less than 60 No's).• other eligible tenderer will be awarded marks pro-rata between above two extremes based on the number of rooms.	25
3	<p>Determination of suitability based on visit to facility, by the Committee constituted by the Institute.</p>	50
	Total	100

The Vendor should score a minimum of 70 points to be qualified in Technical Bid for the opening of the relevant Financial Bid.

Bidder's Particulars

S.No	Particulars	Details
1	Bidder's name/ Organization Name	
	Whether Owner or Power-of-Attorney (POA) Holder	
	If POA holder, whether POA specifically mentions authorization to lease/rent out the property	
	Is the POA registered?	
	Is the POA valid currently?	
2	Address for communication	
3	Contact Details	
	Name of the Owner/POA Holder	
	Designation	
	Telephone Number office	
	Mobile Number	
	Email Id	
4	PAN Number	
5	GST registration number	
6	Aadhar Number	
7	Bank Particulars	
	Account name	
	Type of A/c: (SB/CA/CC)	
	A/c No.	
	IFS Code	
	Name of the Bank	
	Branch	

Application form

Property Particulars:

Sl.no	Particulars	Details / Specifications
1	Name of the person / party holding title to the property or PoA	
2	Complete Address and location of the Building	
3	Approach and access details of Premises	
4	Distance of the offered property in km.s from Indian Institute of Management Visakhapatnam Andhra Bank School of Business Building Andhra university campus Visakhapatnam-530003, Andhra Pradesh	
5	Total area offered for rent	Area: _____ sft
	No. of floors in the building	
	No. of flats per floor	
	No. of bedrooms per flat	
	Total no. of rooms per flat	
	Room-wise dimensions	
	Facilities and amenities available in the building (attach supporting documentation containing details and specifications)	
	Facilities and amenities available in each room (attach supporting documentation containing details and specifications)	
	Furniture and fixtures available in each room (attach supporting documentation)	
	Carpet Area of flat	
	Built-up area flat	
Super built-up area flat		

	Type, Make, Model, and No. of lifts available with carrying capacity, etc. along with Maintenance Contract details	
	Accommodation offered is on which floor(s)?	
	Building-wise, floor-wise details of offered accommodation, along with details as sought in (5) above	
6	Essential / documents to be furnished	
	Copy of the title deed of the property	
	Copy of building plan duly approved by local government body	
	Particulars of completion certificate, stage of construction, year of construction, age of the building etc. (enclose attested/ self-certificated copy of completion certificate, occupancy certificate, fire-clearance certificate, license for lift operation etc. issued by competent authority)	
	Affidavit from owner / lessor that the accommodation offered is free from all encumbrances, liabilities, disputes and litigations with respect to its ownership; lease/renting and that it has all required approvals/permissions from the competent authorities.	
	IT Returns for the last three Assessment Years (2016-17, 2017-18 & 2018 - 19).	
	Floor plans of the accommodation	
7	Proof of payment of all statutory/government dues like property taxes, electricity, telephone, water charges as applicable, as on date of Tender submission	
	Supporting documentation for facilities and amenities; furniture and fixtures	
8	General	
	Whether the owner / lessor of the building is any close relative / acquaintance of any person working in IIM Visakhapatnam? If yes, details thereof to be furnished.	
9	Type of building is commercial or residential as per the Government norms and records	
10	Water	

	i. Whether running water is available round the clock in all toilets and dining hall?	
	ii. Whether municipal water connection is available?	
	iii. Whether bore well/ tube well available?	
	iv. Water storage capacity underground sump in kilo liters	
	v. Water storage capacity of overhead tank in Kilo liters	
	vi. Whether drinking and utility water meet the laid-down / standard / generally-accepted norms?	
	Electricity	
	i. Sanctioned load	
11	ii. Whether all the rooms have been provided with lights, ceiling fans and air conditioners?	
	iii. Details of power back-up facility / Generator with capacity	
	iv. Arrangements of regular repairs and maintenance of such power back-up facility	
12	Details of fire safety mechanism / equipment along with particulars	
13	Provisions of regular repairs and maintenance and repairs	
14	Whether reception room/attendant room available	
15	Whether the premises would be freshly painted and given before use by IIMV	
16	Availability of shelter / post for security guards, a table and cupboard with lock and key	
17	Whether parking space available as per IIMV requirement	
18	Whether space for sports/games available as specified?	
19	Whether extra rooms available for use as a having a room to sit hostel staff, for holding meetings etc.	
20	Specify the lease period offered (minimum two years and provision for extension is the requirement)	
21	Whether the building is earthquake resistant.	
22	Any other salient aspect of the building which the party may like to mention	

List of Facilities / Amenities available in the Building

[Bidders to fill in the information as sought in Columns (3) and (4) and submit proof / supporting documentation as applicable/needed]

Sl. No.	Specifications for the offered property	Yes / No	Sizes, Dimensions, etc. as applicable, along with units of measurement. Also, highlight deviations (if any) from the requirement specification
(1)	(2)	(3)	(4)
1	Whether the offered accommodation is in a single Building or contiguous buildings.		
2	Whether the offered property/building is exclusive to IIM Visakhapatnam		
3	Whether the offered property is in a residential locality		
4	Whether the property offered along with furniture & Furnishings (As listed in Table -1)		
5	Whether the offered property is new or already constructed and in use (specify no. of years since construction, if old and already in use)		
6	Whether adequate number of additional rooms available for a having a room to sit hostel staff, for holding meetings etc.		
7	Whether adequate earmarked / reserved space for parking is available inside the premises, for parking of about 20 two-wheelers & 2 cars for 60- 70 student-accommodation 4 two-wheelers & 8 cars for 120-140 student-accommodation and proportionate in between accommodation.		
8	Whether rooms and common areas have electrical fixtures (fans, CFL/LED lights etc., electrical points for laptop/desktop etc.)		
9	Whether 24-hour electricity supply is available		
10	Whether power back-up/silent DG-set exists (at least for the elevator/lift, all lights and all fans in all the apartments), for un-interrupted operation in 24/7 mode		
11	Whether 24-hour running water supply is available both for drinking and utility purposes.		
12	Whether the quality of water meets laid-down / generally accepted standards of the appropriate statutory authority		
13	Whether the accommodation offered is well-connected by public transport and is easily accessible by a motorable road		

14	Whether suitable facilities exist for drainage / sewage / waste disposal etc.		
15	Whether the property offered has adequate privacy and security and whether facility of watch and ward staff exists		
16	Whether the property offered has fire protection and whether suitable equipment/arrangements to ensure the same are available in good working condition as mandated by the competent authorities		
17	Whether the offered property is in an area with clean and hygienic surroundings		
18	Whether the surroundings and locality of the offered property are safe and secure, suitable for stay by students (boys and girls)		
19	Whether room (min. size:130 sft) with attached wash room (min size: 25 sft) with European style water closet are available		
20	Whether individual geysers (of at least 15-liter capacity each) or running hot water facility		
21	Whether there are exhaust fans in toilets		
22	Whether shoe racks are available in corridors		
23	Whether there are door locks with three sets of keys for each room		
24	Whether each room has two 5A sockets and switches		
25	Whether there is a passenger-elevator (lift) with capacity of minimum 6 persons		
26	Whether the operation of lift is authorized by the competent authorities		
27	Whether there is a staircase well-lit and fit for use (free from obstructions)		
28	Whether there are permanent electrical & water supply connections from the government authorities concerned		
29	Whether there is underground sump & overhead water tank for 24 hrs water supply		
30	Whether there is a bore well for water supply		
31	Whether there is a mosquito-proof mesh for all external doors, windows, ventilators and openings		
32	Whether there is a CCTV for common areas such as corridors, parking area, cellar, basement, staircase etc.		
33	Whether there are fire extinguishers in each floor as per the government norms		
34	Whether there are Wardrobes 2 No.s (with shutters) minimum (size 3'X6') in each room with lock and key facilities		
35	Whether there are ceiling fans in all rooms		
36	Whether there are ceiling fans in common areas		
37	Whether there is lighting in rooms, wash rooms, common areas etc.		

38	Whether there is a provision for Dining hall (suited to the accommodation capacity) in basement, stilt-floor or on terrace.		
39	Whether such Dining hall has proper permanent shelter against sun and rain		
40	Whether there are toilet amenities/accessories like mirror, soap tray, towel rod, dustbin, tissue paper holder, toothpaste tumbler, health faucet, bucket, mug etc. in each room		
41	Whether there are curtains for doors and windows in all Rooms		
42	Whether there are separate electricity consumption meters for the accommodation offered		
43	Whether there is provision for washing machines, ironing boards, refrigerators etc. in each flat with 15 Amps power sockets and switches		
44	Whether there is provision for cloth drying (cloth hanging rods) in terrace/balconies		

If IIM Visakhapatnam receives bids with furniture and without furniture, IIMV will consider bids received with furniture only for further evaluation. If bidder quotes rates with furniture the following furniture to be provided by bidder at his own cost:

Table - 1

S. No	Description
1	Air conditioner
2	Mattress
3	Pillow
4	Study Table Size: L36"xW24"xH30"
5	Book Shelf Size: H24"xW36"XD12"
6	Shoe Rack Size: H 16"x W16"Xd14'
7	Wardrobe Size: 6'HX3'WX2'D
8	Cot 6.5'X3'W
9	Revolving Chair
10	White Board -3 ft X 2 ft
11	Pinup Board -3 ft X 2 ft
12	Window Curtain
13	Cloth Hanger
14	Hot Water Geyser 15 L
15	TV (32 inches) HD Ready LED TV
16	CCTV
17	Door mats
18	Dustbins with lid
19	Cable Tv

Financial / Price Bid

Item No	Description of Item	Quantity (in sft.)	Unit Rate in Rs. per sft (excluding GST)	Rate per sft. in Words	Amount
(1)	(2)	(3)	(4)	(5)	(6)
					(6) = (3)X(4)
1	Rent for building/adjacent buildings along with all the facilities and amenities, in the building(s) as a whole and in the flats/rooms as sought in the tender (excluding GST) - with furniture				
	(OR)				
2	Rent for building/adjacent buildings along with all the facilities and amenities, in the building(s) as a whole and in the flats/rooms as sought in the tender (excluding GST) - without furniture				
3	Grand Total per month (Rs.)				
4	Escalation per year on rent in percentage on (1) or (2)				
Note:					
1. In case of any increase in the taxes implemented by the Govt on column '5' above. During the lease period, the same shall be paid by IIMV at actuals if applicable as per statute, on producing of Govt. Notification and proof of payment. Similarly, in case of any reduction in the taxes, the benefit of such reduction must be passed on to IIMV.					
2. Bidders are requested to quote either for Item No. 1 (With Furniture) or Item No. 2 (without Furniture).					