



**RASHTRIYA ISPAT NIGAM LIMITED**  
(A Govt. Of India undertaking)  
**VISAKHAPATNAM STEEL PLANT**  
**MARKETING DEPARTMENT**  
B -5, 1st Floor, Shree Ravi Shankar Plaza,  
RDC, Raj Nagar , Ghaziabad -201001  
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NOTICE INVITING EXPRESSION OF INTEREST

Ref: VSP/Mktg/EOI-lease/BSO(GZb)/2017-18/001 dated 09.03.2018

RINL / VSP invites EXPRESSION OF INTEREST for offering of Office Premises to RINL for acquisition on LEASE BASIS for its Ghaziabad Office. Broad requirements, Terms and Conditions are as follows.

**1.0 Details**

- 1.1 Locations: In RDC- Raj Nagar, Navyug Market., Ghaziabad
- 1.2 Carpet Area: 2500 Sq.Ft.
- 1.3 Variation up to (+/-)20% in carpet area shall be considered and beyond the same, offers will not be evaluated.
- 1.4 Width and length dimensions: Minimum width – 30 ft.
- 1.5 Age of building: Age of the building should be between 0-5 years. However, building more than 5 years old may also be offered and the decision of RINL/VSP on the acceptance of the same will be final.
- 1.5.1 In case of multi-storied buildings, up to 5<sup>th</sup> floor preferred.

**2.0 Facilities:**

- 2.1 Lift: The building must have adequate number of lifts (in case it is more than 3 floors)
- 2.2 There should be generator back-up for uninterrupted power supply to lifts and common facilities for the premises quoted.
- 2.3 Water Supply: 24 hours water supply to be available.
- 2.4 Electricity: Adequate electric power supply to take care of air-conditioning of the premises, lighting and other electrical appliances.
- 2.5 The building of the premises shall have fire fighting facilities as per the statutory requirements. The building of the premises must have emergency exit staircase(s).
- 2.6 Cubicles and Cabins are to be provided if required by RINL.

**3.0 Parking facilities:**

- 3.1 Car parking space: 2 (Two).
- 3.2 Two wheeler parking: 10 (Ten)
- 4.0 Approach to the building shall be from the main/service road.
- 5.0 Two separate Toilet blocks shall be available in the office premises.

## **6.0 Eligibility**

6.1 All Local Government Authorities / Government / PSUs / Builders / Owners /Authorized Agents are eligible to submit their EOI. While submitting the offer, the bidder shall clearly indicate whether the land on which offered premises are constructed / under construction is in the lease hold or free hold. (No brokerage / commission shall be paid in case of offers from Agents).

6.2 Preference shall be given to the premises built on free hold land. In case a bidder offers premises built on lease hold land, the balance lease period from the date of submission of the offer shall not be less than 60 years.

## **7.0 Earnest Money Deposit (EMD)**

7.1 The tenderer shall submit EMD as required. Any tender without EMD shall be considered as invalid and shall be summarily rejected.

7.2 EMD amount: Rs.50,000/- (Rupees Fifty Thousand Only).

7.3 Mode of Payment of EMD: By way of Account Payee Demand Draft / Banker's Cheque / Pay Order in favour of Rashtriya Ispat Nigam Limited payable at Ghaziabad. The Account Payee Demand Draft shall be issued by any Scheduled Commercial Bank (Purchaser's Name should be indicated on the DD).No instrument of co-operative Bank will be accepted.

## **7.4 Forfeiture of EMD**

7.4.1 RINL will forfeit the EMD in case the offer is withdrawn before the validity of period of the offer or finalization of the tender, whichever is earlier.

## **7.5 Return of EMD**

7.5.1 On cancellation of the tender, EMDs will be returned to the tenderers. In case of finalization of the tender, EMDs will be returned to the unsuccessful tenderers and the EMD of successful tenderers shall be retained till signing of title deed.

7.6 All Local Authorities / Government / PSUs are exempted from submission of EMD.

## **8.0 Documents to be submitted**

8.1 The Bidder shall submit the following documents in Part-2 of the EOI.

8.1.1 (i) Particulars of Ownership of the Property

(a) Link Documents to show flow of Title. (At least two previous transfers of Title. In cases where acquired by inheritance of ancestral property, the Title deeds of the property inherited.

(b) Title deeds of present owner.

(c) No-encumbrance certificate from Registrar's Office obtained after the date of EOI and as on date of submission of EOI.

(d) Proof of no dues to the Local Authorities towards taxes.

(ii) Particulars of the Property.

(a) The sanctions and approvals given by the Statutory Authorities for construction of the building.

(b) The occupancy certificate issued by Statutory Authorities after completion of the construction (wherever applicable).

(c) The particulars of permitted coverage and Floor Area Ratio (FAR) of the property.

(iii) Power of Attorney in case offer is from an Agent.

## **9.0 Period of Lease**

9.1 RINL will take the premises on lease for a total period of 15 years comprising of three terms of 5 years each.

9.2 RINL shall pay an amount equivalent to Three months' base rent as interest free advance to the owner. This advance shall be adjusted against the last three months' rent or during the Notice Period for termination of Lease. Balance amount if any, to be paid by the lessor before vacation of premises

- 10.0 Escalation of Rent:**
- 10.1 The base rent offered will be valid for the first 5 years. For the next 5 years, escalation, if any, would be subject to negotiation within the ceiling limit of 25% of the base rent of the first term and this will be applicable for the second term of 5 years. For the third term of 5 years, escalation, if any, would be subject to negotiation within the ceiling limit of 25% of the revised base rent of the second term of 5 years and the revised base rent thus arrived at shall be applicable for the third term of 5 years.
- 11.0 Base Rent:**
- 11.1 The monthly base rent shall be exclusive of GST but inclusive of all Municipal / corporation tax, cess, levies, etc..
- 11.2 The common maintenance facility charges to be shown separately as indicated in the price bid
- 12.0 Terms of payment:**
- 12.1 The monthly base rent shall be paid by RINL only on submission of invoice, to the owner through RTGS / NEFT before 10<sup>th</sup> day of succeeding month. Service Tax/GST will be reimbursed as per the provisions of the relevant Act.
- 13.0 Submission of EOI:**
- 13.1 The EOI shall be submitted in three separate sealed envelopes as mentioned below superscribing the EOI number and date.
- 13.1.1 Part – 1 EMD
- 13.1.2 Part – 2 Commercial & Technical
- 13.1.3 Part – 3 Price
- 13.2 Place, Date and Time for submission of EOI**
- 13.2.1 The sealed envelopes shall be dropped in the tender box in the office of Sr. Branch Manager of RINL on or before **19.04.2018 by 1500 Hrs**
- 13.2.2 The cover containing the Part 1, 2 & 3 of the bid shall be super scribed with the EOI Number and date.
- 13.3 Delayed and late submission of EOI will not be considered as per the Company's procedure.
- 13.4 Offer sent by fax and email will not be considered.
- 13.5 Time and date of opening of the EOI: The last date for submission of the offer is **19.04.2018 by 1530 Hrs**
- 13.5.1 The EOIs shall be opened on **19.04.2018 at 1530 Hrs**. In the first instance, Part – 1 of the EOI will be opened. In case of offers without EMD, Part -2 and Part -3 of offers will not be opened.
- 13.5.2 Part – 2 of the offer shall comprise of the specifications of the premises offered, copies of documents as required, confirmation of all terms and conditions of the EOI.
- 13.5.3 After satisfying submission of EMD, Part – 2 of EOI will be opened.
- 13.5.4 After processing of Part – 2 of EOI, Part – 3 of accepted bidders will be opened at a later date. The date and time for opening of the price bids will be intimated to the accepted bidders only.
- 13.5.5 Part – 1, Part - 2 and Part – 3 of EOI will be opened as mentioned above in the presence of bidders who are present at the specified date and time.
- 14.0 **Validity:** The offer shall be valid for 6 months from the date of opening of EOI.
- 15.0 Negotiations**
- 15.1 RINL reserves the right to negotiate with the accepted L-1 tenderer.
- 16.0 RINL reserves the right to cancel the EOI or not to accept L-1 offer without assigning any reason. Since premises being offered by tenderers will be not identical, uniform or standard and selection of the premises will depend on various factors like location, entrance, facilities/floor etc, decision of RINL in selecting the premises will be final. For this purpose, RINL will not assign any reason for rejection of other bids.



- 17.0 Interested parties may either down load the format of EOI from this web page or obtain the same from the Office of the Sr. Branch Manager of RINL/VSP at the above address and submit the duly filled in EOI along with required documents to Sr. Branch Manager of RINL/VSP at the above mentioned address.

**18.0 DISCLAIMER :**

The issue / publication of this notice does not, in any way commit, or otherwise oblige RINL to proceed with, consider or act upon all or any of the proposals received.

The EOI request is not the subject of any process contract or any contractual obligation between RINL and the applicant or potential applicants. It should be clearly understood that, issuance of this notice and expression of interest against the same is not an enforceable contract.

RINL may at its absolute discretion, decide to abandon any part or whole of the process without giving prior intimation to the applicant(s) or potential applicant(s).

RINL reserves the right to consider or reject any proposal at any point of time without assigning any reasons, whatsoever.

FORMAT OF EXPRESSION OF INTEREST

Sub: Notice Inviting Expression of Interest for Leased accommodation of  
Office premises on Rental basis to RINL for their Ghaziabad office

Ref : VSP/Mktg/EOI-lease/BSO(Ghaziabad)/2017-18/001/ dated 09.03.2018

- |     |                                            |   |
|-----|--------------------------------------------|---|
| 1)  | Address of the Building                    | : |
| 2)  | Name of the Firm/Builder/Owner             | : |
|     | Contact Address / Telephone No.            | : |
| 3)  | Area of the space offered                  | : |
|     | Carpet area / Width & Length Dimensions    | : |
|     | Plan /Floor offered/ Sketch to be enclosed | : |
| 4)  | Age of the Building                        | : |
| 5)  | Type of Flooring                           | : |
| 6)  | No. of Toilet blocks                       | : |
| 7)  | No. of Cars & Two wheeler parkings         | : |
|     | Offered                                    | : |
| 8)  | Water Supply                               | : |
| 9)  | Electric Power Supply                      | : |
| 10) | Generator back up                          | : |
| 11) | No. of lifts                               | : |
| 12) | Fire fighting facilities                   | : |

- 13) No. of staircases :
- 14) Photocopy of document establishing  
The ownership / Power of Attorney :
- 15) Free hold / Lease hold  
Lease period
- 16) Photocopy of documents indicating all  
Necessary clearance from Government/  
Local authorities
- 17) Non Encumbrance Certificate obtained  
After the date of EOI
- 18) Details of EMD
- 19) Validity of Offer: 6(Six months)

**FORMAT OF PRICE BID**

**Sub : Notice inviting Expression Of Interest for Leased Accommodation of Office  
Premises on rental basis to RINL for their Ghaziabad Office.**

Ref : VSP/Mktg/EOI-lease/BSO(Ghaziabad)/2017-18/001 dated 09.03.2018

- 1) Base Rent/per sq.ft. of Carpet Area/per month including Municipal  
Taxes/levies/cess :  
(For Escalation, if any, Please refer Clause No. 10.1 of Terms &  
Conditions)
  
- 2) Maintenance Charges / per sq.: Ft / Per month (all inclusive) –
  
- 3) Validity of offer : six months

Signature and Name of the Authorised Signatory