

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	03-09-2025 18:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	03-09-2025 18:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Labour And Employment
विभाग का नाम / Department Name	Na
संगठन का नाम / Organisation Name	Employees State Insurance Corporation (esic)
कार्यालय का नाम / Office Name	Sub Regional Office Tirunelveli
वस्तु श्रेणी / Item Category	Leasing in of Commercial Properties - Dispensary; Wet Lease (maintenance to be borne by lessor); 5 years- 10 years; 1; Ground Floor; CCTV facility; yes; no; yes; 200
अनुबंध अवधि / Contract Period	3 Year(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC), Additional Doc 2 (Requested in ATC), Additional Doc 3 (Requested in ATC), Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या / Minimum number of bids required to disable automatic bid extension	1

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned

Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

If you want to add additional conditions in addition to standard SLA then please mention the clauses of additional SLA:As detailed in the Scope and Work and bid terms and conditions

Scope of Work:[1753784495.pdf](#)

Payment Terms:[1753784497.pdf](#)

Title of premises should be clear, and it should be free from any encumbrances. Bidder should certify that all legal & technical formalities are completed for the premises.:[1753784499.pdf](#)

Building Plan and other documents required:[1753784502.pdf](#)

If you want to add additional conditions in addition to standard SLA then please upload approval from competent authority.:[1753784516.pdf](#)

Additional Document required for Verification of Eligibility criteria and Experience specific to this Service:[1753784519.pdf](#)

Leasing In Of Commercial Properties - Dispensary; Wet Lease (maintenance To Be Borne By Lessor); 5 Years- 10 Years; 1; Ground Floor; CCTV Facility; Yes; No; Yes; 200 (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Purpose for leasing building	Dispensary
Type of Lease	Wet Lease (maintenance to be borne by lessor)
Age of the building (Time period since construction)	5 years- 10 years
Maximum number of floors required in the building	1
Preference of floor required	Ground Floor
Facilities Required	CCTV facility
Physical Inspection (before signing the contract)	yes
Lift required	no
Parking Space required	yes
Area of the Property (in Sq Mtr)	200

विवरण/ Specification	मूल्य/ Values
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of units	अतिरिक्त आवश्यकता /Additional Requirement
1	M.S.Arun	627003,Salai Street, ESIC Complex, Vannarapettai, Tirunelveli	1	Number of Months : 36

क्रता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

- Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
- Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
- Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
- Creating BoQ bid for single item.
- Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
- Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
- Floating / creation of work contracts as Custom Bids in Services.

8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



துணை மண்டல அலுவலகம்
उप क्षेत्रीय कार्यालय SUB-REGIONAL OFFICE
தொழிலாளர் அரசு காப்பீட்டுக் கழகம்
कर्मचारी राज्य बीमा निगम EMPLOYEES' STATE INSURANCE CORPORATION
தொழிலாளர் மற்றும் வேலைவாய்ப்பு அமைச்சகம், இந்திய அரசு
श्रम एवं रोजगार मंत्रालय, भारत सरकार
Ministry of Labour & Employment, Govt. of India
பஞ்சதீப பவன், இளவணிகி வளாகம், சாலை தெரு, வண்ணார்பேட்டை, திருநெல்வேலி - 627 003
पंचदीप भवन, ई.एस.आई.सी. कॉम्प्लेक्स, सवाई स्टीट, वन्नरपेटाई, तिरुनेलवेली - 627 003
PANCHDEEP BHAVAN, ESIC COMPLEX, SALAI STREET, VANNARPETTAI, TIRUNELVELI - 627 003



Web site: www.esic.nic.in

E-mail: sro-tirunelveli@esic.nic.in

Phone : 0462-2503521-24 (4 lines)

Fax: 0462-2503530

GeM Bid Notice Inviting Tender through GeM Portal For Hiring Of Building **In respect of ESI Dispensary - Thuckalay**

The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli invites online tenders through GeM Portal from the interested and eligible bidders from Government/ PSU Organizations/ Private Bodies (bidder) for hiring of premises (building) on rental basis to accommodate ESI Dispensary - Thuckalay on ground floor at following location for a period of 3 years which may be extended on mutual consent for further period. The monthly rent will be enhanced as per ESIC Headquarters guidelines, as applicable.

S.No	Place/Location for Dispensary	Location/ within vicinity where building is required	Required area (in sq. ft.)	Area Where Building is Required
1	Thuckalay	Thuckalay, Kanyakumari District	2150	Nearby Main Road/ Nearby Bus Stop

The interested bidder may upload their bids along with duly signed scanned copies of all relevant certificates, documents etc., in support of their technical & financial bids on the GEM Portal.

1. Tender document is available for viewing / downloading on the 'tenders' link of the website Employees' State Insurance Corporation i.e., www.esic.gov.in, and GeM Portal.
2. Any Corrigendum to this tender will be notified through the aforesaid website only. Selection of the successful bidder will be at the sole discretion of the The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli who reserves the right to accept or reject any or all the proposals without assigning any reasons.

Sd/-
(G BHASKAR)
JOINT DIRECTOR (I/c)

Important Instructions for Bidders Who desire to file Tender online

- All bidders/contractors should have GeM registration to participate in Bid
- The financial bids in respect of qualified bidder will be considered only after physical inspection of premises by hiring committee.
- Bidders should get registered as 'Seller' in <https://www.gem.gov.in>
- For any assistance, bidders can contact our Helpdesk which is furnished below.

Help Desk Support

For any technical related queries please Call / Email the Helpdesk.

Help Desk Number

0462-2503521-24

E-Mail

sro-tirunelveli@esic.nic.in

For any Policy related matter / Clarifications, Please contact Dept. of
Expenditure, Ministry of Finance

Website: <https://www.gem.gov.in>

For any issues / clarifications relating to the published tender(s), contact the
Tender Inviting Authority please.

1. TERMS & CONDITIONS

1.1). The space required for Dispensary is 2150 sq. ft.. (199.7 sq m) Carpet area. Further the space in 2150 sq. ft. area excluding parking area (Minimum 2 rooms, one hall and 3 toilets) offered should be on Ground Floor and preferably on main road / nearer to bus stop. The Building / Property should preferably be located in main city within 1 Km of Main Centre or in the area where IP's and family members connectivity is better. The Building/Property should be fit for office use and evidence of appropriate approvals for commercial / institutional use of the property must be submitted along with Technical Bid.

1.2). The building at suitable locations having connectivity by public transport, parking space, toilets, water supply, sewage, ventilation, proper electricity connection and installed load and fulfilling other local needs i.e. easy approach to IPs and employer will be given preference.

1.3). Free parking space within the premises to park Two/Four wheeler vehicles must be available for exclusive use of ESIC.

1.4). The offered property should have electricity supply for which the tariff rate shall be categorized under consumer category - Low Tension Tariff II-B (1) under TNEB/TANGEDCO regulations or an undertaking in this regard, declaring that the said categorization of tariff rate shall be obtained before signing of the Lease agreement should be submitted along with Technical Bid documents. A separate electric meter of 5 kVA load must be installed. If additional electric power load is required by the ESI Corporation later on (i.e. after taking over possession with electric load of required capacity) within the lease period, the same shall be arranged by the owner/ landlord at his own cost. The offered property should also have the electrical wiring which should support main line & 3 kVA UPS line with 8 Nos. of 65 Ah Batteries, which will be installed by the ESI Corporation.

1.5). The accommodation should have provision for sufficient running water supply for both drinking and utility facilities.

1.6). There should be enough arrangement for public utilities (Toilets etc.).

1.7). The responsibility for payment of all kind of taxes such as property tax, Municipal Tax, etc. in connection with the property offered shall be of the Owner/Bidder and the latest updated copies of all tax receipts should be attached with the bids. The owner shall continue to bear these charges at his own cost for the lease period or extended lease period as well. All mandatory clearances required should be available for the building.

1.8). The property offered should be well connected by public transport at a reasonable distance and should be easily accessible to beneficiaries of ESIC.

1.9). The property offered should have adequate security cover and fire safety measure installed.

1.10). Possession of the accommodation will be handed over to The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli within one month from the date of award of the order and rent shall be payable from the date of possession subject to clause 1.15 and 1.22 of the Tender document.

1.11). The space offered should be free from any liability and litigation with respect to its ownership, lease/ renting and there should be no pending payments against the same.

1.12). Clearances/No Objection Certificates from all relevant Central/State Government and Municipal authorities including Fire Department for use as office premises conforming to the relevant Laws /

Rules/Bye-laws along with the documents in support of ownership of Building/Land and construction thereon must be submitted with the Technical Bid. Also, Copies of approved plan of the accommodation offered should be submitted along with the Technical Bid.

1.13). The Tender will be acceptable only from original owner of the building/property. ESIC will not pay any Brokerage for the offered property. All documents must be signed by the original owner himself / herself.

1.14). The space offered should have sufficient electrical fixtures (like Switches, Power points lights, fans etc.). However, if the installed fixtures such as switches, power points, lights, fans etc. are not found acceptable, the bidders should be prepared to remove the same at their own cost and installed new one at their own cost within 10 days from the award of the tender. Further the owner of the property shall arrange proper earthing at following parameters:-

(i) Phase to Neutral	- 220 V – 240 V
(ii) Phase to Earth	- 220 V – 240 V
(iii) Neutral to earth	- Below 2 Volts

1.15). The owner shall provide a separate electric meter, separate water meter and sewerage connections at his own cost before handing over possession to the ESIC. These connections should be in the name of the owner/landlord and all the dues have to be cleared before handing over the premises to ESIC. The consumption charges of water supply and electricity shall be paid by the ESI Corporation from the date of occupation of the building by the ESI Corporation as per the respective meter reading.

1.16). White washing/painting of the premises including front and back verandas, bath rooms, toilets, boundary wall, the entire exterior facade and painting or polishing of all doors, windows, ventilators, grills etc. as may be desired by the ESIC will be carried out by the owner/landlord at interval of every three years within the lease period and also before the handing over of possession. In case the owner/landlord fails to do so, the ESIC shall have the right to arrange it at the cost of the owner/landlord and deduct the amount from the rent payable or that may become payable, or otherwise recover from the owner/landlord. The maintenance (civil, electrical, mechanical, plumbing including consumable items etc.) shall be provided by the owner and the owner shall also undertake to carry out annual repairs and maintenance, plantation, pest and rodent control every year. No additional charges for the same shall be payable.

1.17). The monthly rent quoted should be exclusive of GST and assessment as applicable at the time of commencement of lease and nothing beyond the quoted rent mentioned in the bid shall be paid by the ESI Corporation. Hence the bidders should give rates including of all taxes/charges as applicable excluding GST / Water / Electricity charges.

1.18). Rates should be quoted in Indian Rupees only, Rates quoted in currencies other than Indian Rupees shall not be considered.

1.19). Overwriting, alterations, if any, in the Bids should be signed by the authorized signatory.

1.20). The successful bidder shall provide the building in ready condition as per requirements given above within one month of acceptance of the bid.

1.21). The premises offered shall have proper flooring acceptable to the ESI Corporation.

1.22). Lease agreement will be executed to the entire satisfaction of ESI Corporation. The registration

charges, stamp duty for registration of lease deed will be borne by the owner/ landlord only.

1.23) Tender not confirming to the aforementioned requirements shall be rejected and no correspondence will be entertained in this regard whatsoever the reason may be.

1.24). Any form of canvassing/ influencing the bid will attract rejection of bid submitted by the bidder.

1.25). Quoted amount should be covering of all taxes and duties (excluding GST, water and electricity charges) as applicable from time to time. This shall be the amount payable by the ESIC monthly as rent. Income Tax/TDS will be deducted on the amount payable at the prevailing rate. GST amount will be reimbursed only after submission of proof of payment.

1.26). The period of lease should be for 3 years duration, extendable on mutual consent for further periods.

1.27). The ESI Corporation reserves the right to accept or reject any or all the offers without assigning any reason thereof.

1.28). The successful bidder should produce Building Stability Certificate duly certified by a Chartered/Registered/PWD Engineer and No Objection Certificate with respect to Fire Safety of the building before entering into the agreement.

1.29). The premises offered shall have easy vehicle accessibility up to the premises for easy Medicine transportation.

1.30). The frontage of the premises should be provided with ramp for wheelchair way.

2. PROCEDURE FOR SUBMISSION OF TENDER

2.1). Technical Bid should contain the details required, as per Proforma at Annexure A and Financial Bid should contain details, as per proforma at Annexure C. The Bidder should quote rates, including of all taxes/charges etc. (excluding GST, water and electricity charges). GST Amount will be reimbursed after submission of proof of payment. The Technical Bid should be accompanied by the documents, as per Annexure A without which the tender will be considered incomplete and hence, summarily rejected. Financial bid will be opened for only those successful in Technical bid.

2.2). Payments of rent will be made on monthly basis through NEFT/ECS in favour of Owner after deduction of the tax at source (TDS) as applicable from time to time.

2.3). No enhancements of rate during the period of contract will be entertained.

3. TERMS OF TERMINATION OF LEASE

3.1). The period of lease should be minimum **THREE years** with provision for extension of lease on mutually agreed terms.

3.2). The ESI Corporation shall have the right to terminate the lease prematurely or surrender whole or any part of the premises to the owner/landlord by giving one month notice in writing. The right to terminate the lease before the expiry of lease period will vest only with the ESI Corporation.

4. ARBITRATION

4.1). All disputes in connection with the execution of contract shall be settled under the provisions of Arbitration and Conciliation Act 1996 (as amended up to date/time to time) and the rules framed there

under and in force shall be applicable to such proceedings.

5. PENALTY CLAUSE

5.1). Failure on the part of the owner to execute terms and conditions during the period of contract will attract penalty on the rates as decided by the Arbitrator.

6. MISCELLANEOUS

6.1). The offer should be valid up to 120 days after closing date of Tender.

6.2). After screening of the technical bids, short-listed owner/landlords will be informed by the ESIC for arranging site inspection of the offered premises by a committee constituted by The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli. After site inspection, if the offered premise is found suitable considering all aspects/criteria for the ESI Dispensary i.e. constructed building, quality, its location etc., only for those financial bids will be considered to be opened. However, The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli shall be under no obligation to accept the lowest quotation in favour of office if it is found unreasonable. The date, time and venue of opening of financial bid will be intimated separately.

6.3). The owner/landlord will have to construct partitions required for the ESI Dispensary requirement /ESI Corporation's plan and make modifications/alterations in the premises if so desired by the ESI Corporation at his own cost before handing over possession to the ESI Corporation. Permission/approval required if any regarding additions/alternations/modifications of the premises shall be obtained by the owner/landlord at his own cost from the concerned local authorities.

6.4). Further ESIC shall have the right to carry out necessary alteration/modification or make such structural or other changes to/in the premises as may be required by it for the purpose of its work. Provided always that the ESIC shall not make any permanent structural alternations incapable to being reversed or which would render incapable the restoration of the premises to its original position without the consent in writing of the owner/landlord(s) but such consent shall not be unreasonably withheld in the case of such and carrying on its working effectively. However, the ESI Corporation shall have all rights to make temporary alteration in the demised premises and to erect temporary partitions, cabins, counters etc. to carry out its working effectively.

6.5). ESIC shall have the right to install satellite dishes/communication towers, other communication equipment's, LAN Cabling & Power Cabling required for IT & computer networking purposes etc. as deemed necessary by the ESIC for facilitating electronic communication as also installation of power generating/amplifying devices including but not restricted to power transformers, power generators etc. as well as placing of sign boards, hoarding/publicity materials, ACs etc. in the terrace for its working activities and the owner/landlord will have no objection of any kind whatsoever and shall not claim any compensation or additional rent but however if any damage is resulted upon the demised premises due to such activities, the ESIC would be liable to repair the damage so caused, normal wear & tear is however expected.

6.6). Further ESIC shall on the expiry or termination of the agreement be entitled to remove all such units i.e. LAN Cabling, Power Cabling, satellite dishes/communication towers, power generating/amplifying devices, ACs, Coolers and exhaust fans etc.

6.7). The ESIC shall have right to install generator sets for carrying its working effectively. Since ESIC is the lessee/hire and has no insurable interest, the owner/landlord hereby has to ensure the premises/assets rented/hired against risks like burglary, fire or natural calamity at his (owner's) own cost and the ESIC will not be responsible for and liable to make good any losses that may be sustained

in any future date in respect of such premises/assets.

6.8). Whenever necessary, the owner/landlord(s) will carry out necessary repairs of the building from time to time within reasonable period and in the event of failure or neglect or default on the part of the owner/landlord to carry out or effect necessary repairs, it will be optional for the ESIC either to terminate the lease or to retain the occupation of the demised premises or part thereof or to make or effect or carry out the necessary repairs of the premises, after a due notice to the owner/landlord and to deduct, the expenses so incurred along with interest etc. from the rent which is payable or become payable or otherwise recover from the owner/landlord. No rent will be payable for the period during which the ESIC is deprived of the use of the demised premises or part thereof due to the failure, neglect or default of the owner/landlord to carry out the necessary repairs of the demised premises.

6.9). The possession of the premises will be given to the The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli after completion of entire work as per the requirement and specifications. After taking possession, if it is found that any item or work remains unattended or not according to the specifications, the owner/landlord has to complete the same within a reasonable time from the date of possession of premises and in case of default, the The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli will have right to get the above unfinished jobs/works/items completed by availing the services of other agencies and recover the amount so incurred from the rent payable to the owner/landlord.

6.10). During the period of the lease agreement the owner/landlord shall not transfer, mortgage, sell or otherwise create any interest in the premises leased to the ESIC with any party affecting ESIC right of occupation and any of the terms of the lease without written consent of the ESIC.

6.11). That if the landlord is desirous of making any addition to the building it shall be ensured by him that no access/approach by whatever means is made from the demised portion or the encroaching upon the open spaces which have been herein above made available to the exclusive use of the ESI Dispensary.

6.12). If the demised premises at any time during the said terms or any extension thereof damaged, destroyed or rendered uninhabitable by fire, earthquake, cyclone, tempest, flood, violence of any army or mob or other irresistible force or act of God, and be not caused by the acts or neglect or fault of the ESIC then in such case it shall be optional with the ESIC to determine the lease or to retain occupation of the demised premises, if the ESIC so desires without any diminution of rent hereby reserved and in such cases, ESIC is not liable to pay for any such damage or destruction caused to the Building/Premises or for any repair works also.

6.13). After receipt of ESIC confirmation for leasing of the premises which is considered to be most suitable/reasonable and its acceptance by its owner/landlord(s), if the owner/landlord(s) backs out on account of any reason the owner/landlord(s) is liable to pay to ESIC, the full expenditure incurred by the ESIC from releasing of advertisement to finalizing the premises and other incidental expenditure incurred in the process.

6.14). That the ESI Corporation after the expiration of the said term or extension thereof (if agreed mutually) will deliver possession of the demised premises to the owner/landlord in the nearly same condition as at the time of commencement of lease with normal wear & tear, except in case of Force majeure incidents like fire, earthquake, cyclone, tempest, flood, violence of any army or mob or other irresistible force. This condition shall not be construed to render the ESIC liable to do any repairs of any kind to the demised premises. The ESI Corporation shall be at liberty to remove at any time or at the time of vacating the premises, all furniture, fixtures and fittings including strong room doors,

FBR ventilators, lockers, safes, counters etc. installed in the premises and the owner/landlord shall not claim any compensation.

6.15). Non-fulfillment of any of the above terms shall result in rejection of bid.

6.16). All disputes lie within the jurisdiction of Tirunelveli only.

6.17). The Joint Director (I/c), ESI Corporation, Sub Regional Office, Tirunelveli reserves the right to reject all or any Tender without assigning any reason thereof.

7. LIST OF ENCLOSURES

Bidder should number the pages of Technical Bid and provide an index indicating the page number of each document submitted. The index should be placed on the top of the Technical Bid. Each page and all details provided should be duly signed by the owner/authorized signatory. All undertakings provided shall be on the letterhead of the company (if applicable) and duly signed by the authorized signatory. The following documents to be enclosed for submission of Technical Bid:-

- (a) Annexure 'A' (Technical Bid) duly filled up and signed.
- (b) Copy of cancelled cheque.
- (c) Copy of PAN.
- (d) Copy of certified sketch and site plan/approved plan.
- (e) Proof in respect of ownership of the premises offered for which copy of purchase deed/registry/allotment letter/patta etc. to be enclosed.
- (f) Latest copy of electricity bill and water bill.
- (g) Latest copy of Property Tax/Municipal Tax/Service Tax as applicable.
- (h) Clearance/No objection certificate from all the relevant Central/State/Municipal Authorities and fire department
- (i) Copy of GST Registration Certificate (If applicable).
- (j) Copy of appropriate approvals for commercial institutional use of the property obtained from Competent authority
- (k) Undertaking as per Annexure 'B'.
- (l) Copy of EB tariff rate categorization under Low Tension Tariff II-B (1) or self declaration to obtain the same before signing of Lease Agreement
- (m) Any other relevant documents.

TECHNICAL BID FORM

GeM Bid No: _____

HIRING OF OFFICE PREMISES FOR ESI DISPENSARY THUCKALAY

S.NO.	PARTICULARS	DETAILS
1	Name of ESI Dispensary (for which premise offered)	ESI Dispensary -Thuckalay
2	Full particulars of the legal owner of the premise :	
	a) Name :	
	b) Address (Office & Residence):	
	c) Telephone & Mobile No.:	
	d) E- mail Id:	
	e) PAN No.:	
	f) Bank Name and Address:	
	g) Bank Account No.:	
	h) IFSC Code No.:	
	i) Bank MICR No.:	
3	a) Complete address with brief description and location of the accommodation offered.	
	b) Whether commercial or dual use (residential-cum- commercial)	
4	Details of premise offered for rent in sq. ft. (Showing length x width)	
	a) Total Plot Area	
	b) Open Area	
	c) Build-up covered carpet area	
	d) Year of construction	
	e) No. of rooms and dimensions thereof	
	f) No. of toilets	
	g) No. of halls and dimensions thereof	
	h) DLC/Govt. Rate of area	
	i) No. of Floors in the Building	

	j)	Waiting Area for patient available	
	k)	Whether the property is mortgaged and free from all encumbrances	
	l)	Condition of the building (Mention year of completion)	
	m)	Whether sufficient place is available from the road, in case of road widening in future? (Distance of building from roads on all four sides (Front, Rear, Right, Left))	
	n)	Whether all the statutory requirements/obligations have been duly complied with under various registration	
	o)	Type of Building (Single / Double / Multistory)	
5		Distance (in kms) from the nearest;	
	a)	Railway Station	
	b)	Bus Station	
	c)	Main Road (specify road and its width)	
6		Facilities for vehicle parking.	
7	a)	Sanctioned electricity load (Attach copy of latest paid Electricity Bill)	
	b)	Whether willing to get the electricity load increased in case of ESI Dispensary requires	
	c).	Whether EB tariff rate categorization under Low Tension Tariff II-B (1) available (If Not, A Self Declaration in this regard is to be attached)	
8		The period and time when the said accommodation could be made available for occupation after the approval of ESIC	
9		Documents to be submitted :	Yes / No
	a)	Duly filled up and signed Annexure 'A'	
	b)	Copy of cancelled cheque	
	c)	Copy of PAN Card.	
	d)	Copy of self certified sketch/drawing and site plan/approved plan(Map).	
	e)	Proof in respect of ownership of the premises i.e. proprietary rights of building. (Copy of purchase deed to be enclosed.)	
	f)	Copy of latest electricity bill.	
	g)	Undertaking as per Annexure 'B'.	
	h)	Copies of Property Tax/Municipal Tax/GST, as applicable.	
	i)	Undertaking as per Annexure 'C'	
	j)	Copy of GST Registration Certificate (If applicable)	

DECLARATION:

1. I/we have read and understood the detailed terms and conditions applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.
2. It is hereby declared that the particulars of the buildings etc. as furnished against the individual items are true and correct as per my/our knowledge and behalf. In the event of any of the same being found to be false, I/we shall be liable to such consequences/lawful action as the ESIC may wish to take.

Owner's Signature:

Name:

Date:

UNDERTAKING

I/We do hereby solemnly declare and undertake that:-

1. I am/we are the legal owner of the proposed building.
2. All terms and conditions of the Tender are acceptable to me/us. If any information furnished by me/us is found incorrect/false at any stage, the contract is liable to be cancelled without prejudice to any other legal action.
3. I/We also confirm that I/We understand that the Joint Director (I/c) reserves absolute rights to reject any bid or all bids without assigning any reason.
4. I/We also declare that there is no any Government/Municipal restriction barring the letting of the proposed building on rent for office accommodation.
5. I/We have never been blacklisted in any Govt. organization/institution.
6. The space offered is free from any liability and litigation with respect to its ownership and lease and there is no pending payment against the previous renting or lease, if any.
7. I/We also declare that at the time of possession of building 5KVA electricity connection will be installed.
8. I/We will submit all the necessary documents such as Building Stability Certificate, Fire Safety NOC and any such relevant documents if I/We emerge as a successful bidder.
9. I/We will convert the EB tariff rate categorization under Low Tension Tariff II-B (1) if We emerge as a successful bidder.

Date: -

Place: -

(OWNER’S SIGNATURE)

TENDER ACCEPTANCE LETTER

Date:

To,

The Joint Director (Incharge),
Employee State Insurance Corporation,
Sub Regional Office,
Salai Street,
Vannarapettai, Tirunelveli – 627 003.

Sub: Acceptance of Terms & Conditions of Tender – reg.

Tender Reference No. : GeM Bid No.....

**Name of Tender / Work: Award of contract for Notice for Inviting Tender for Hiring of
Premises for ESI Dispensary - Thuckalay**

Dear Sir,

I / We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. (Including all documents like annexure(s), schedule(s) etc) which form part of the contract agreement and I/We shall abide hereby by the terms / conditions / clauses contained therein.

The corrigendum(s) issued from time to time by your department / organization too has all been taken into consideration, while submitting this acceptance letter.

I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totally/ entirely.

In case any provisions of this tender are found violated, then your department / organization shall without prejudice to any other right or remedy be at liberty to reject this tender / bid including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder with Name & Date)