

**INDIAN INSTITUTE OF TECHNOLOGY GOA**  
**At GEC Campus, Farmagudi, Ponda - 403401**

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Enquiry No: IITGOA/2020-21/SA/01

Date:08/12/2020

IIT Goa invites sealed quotations / proposals FOR “PROVIDING STUDENT OFF CAMPUS HOSTEL ACCOMMODATION in and around Ponda City near to IIT Goa temporary campus”

All sealed offers / proposals must reach to the Students Affairs Office IIT Goa, at Goa College of Engineering Campus, Farmagudi, Ponda, Goa, 403 401 by 17.30 Hrs on or before 25/12/2020

**1. Background:**

- a) IIT Goa is an Institute of National Importance established by an Act of Parliament under the aegis of Ministry of Education, Govt. of India.
- b) IIT Goa is desirous of hiring of off campus Hostel accommodation for 220 students for use as hostel for Ph.D (Boys & Girls). Total number of rooms available / offered should accommodate minimum 20 Students in single / twin sharing basis. The accommodation with additional space for recreation / common / study / dining will be given preference.
- 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 IIT Goa website.
- d) A Committee duly constituted by the Competent Authority would evaluate all the proposals.
- e) Members of the Committee would visit for inspection of only those shortlisted premises who meet the eligibility criteria.
- f) Thereafter, based on the overall suitability of the premises offered, as determined by the Committee, the Institute would accept the proposals.
- g) It is advised to keep visiting the Institute’s website regularly for updates/changes.

**2. Other Terms and Conditions:**

- a) The proposals shall be by an owner or competent/duly authorized to execute the leave and license / lease agreement for the premises being offered. The proposals shall be accepted only from owners/lease holders of the property. Offers from brokers will not be entertained. No brokerage shall be paid 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 bidder. However, service tax, if any, paid by the owner shall be reimbursed on actual basis.
- 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; lease/renting and shall have all the required regulatory and statutory approvals/permissions from the competent authorities, for use as hostel accommodation.
- d) The rent shall be payable in monthly basis latest by 10<sup>th</sup> of every running month.
- e) The Bidder shall provide electrical, sanitary and other fittings and fixtures (as described later) and maintain the same in good, working and useable condition at all times and replace such items as may be broken or mal-functioning, at its own cost. This includes any damages caused due to or arising out of flux of time or natural and reasonable wear and tear. The Institute on its part shall take reasonable care and extend due cooperation in maintaining the property in good condition and shall return the same to the Bidder at the termination of the lease, subject to reasonable/normal wear and tear due to flux of time and usage. In case of any delay in maintenance or restoration of services the institute will get it done at risk and cost of the lessor and adjust the same against the payment due.
- f) The Institute shall correspond only with the shortlisted bidders.
- g) Incomplete bids, bids received late, bids not conforming to the specifications and/or the instructions contained herein, will be rejected summarily.
- h) 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.
- i) 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.
- j) 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 honour 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.
- k) Offers received from Government Bodies/Public Sector Undertakings/State Housing Boards, etc. would be given preference.

- l) The premises should have all required electrical fixtures and fittings, such as switches, power points, fans, lights, etc.
- m) False ceiling, light fitting, power sockets, etc., should be provided as per standard designs.
- n) 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.
- o) Flooring should be standard quality. The internal and external walls and ceiling should be properly painted with standard quality paint.
- p) IIT Goa 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 such installations shall be facilitated at no additional cost.
- q) If at any stage it is found that any of the details/documents furnished in the proposals is/are false/misleading/fabricated, its proposal would be liable for rejection without intimation.
- r) The offer should remain valid for 365 days. During the validity period of the offer, the proposal should not be withdrawn/modified in terms of area and price and other terms and conditions quoted in the proposal. It 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 to 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, if leased /eleven month in case of leave and licence agreement basis 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 proposal as recommended by the Committee and is not bound to divulge any reason to the rejected proposals.

### **3. Rental Payments:**

Payments shall be made on monthly basis through NEFT by IIT Goa against pre-receipt tax invoice as per the agreement to be executed between the IIT Goa and the owner/lease holder. TDS and other taxes will be deductible as applicable as per government rules.

### **4. Terms of Termination of Agreement**

The agreement can be terminated by either side by giving a notice of not less than three months.

### **5. 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 IIT Goa or a person nominated by him/her shall be the sole Arbitrator. The costs of arbitration shall be borne equally by both the parties.

## **6. Penalty Clause**

Any non-conformity (in part or in full) of the terms and conditions, in letter or spirit, by the bidder 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 bidder to honor the same and make suitable amends may result in termination of agreement by the Institute. The Institute need not follow the requirement of notice period, in such cases.

## **7. Security Deposit**

As per the leave and license or lease agreement.

## **8. Jurisdiction**

Director, IIT Goa shall be the final authority for settlement of any dispute, and his/her interpretation of any clause/term/condition(s) of this document shall be final and binding, and the jurisdiction of Court of Law shall be Goa. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Goa Court only.

## **9. 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.

**Requirement and Specifications**

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

Sl. No.	Required Specifications of the 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	Offer on lease /leave and license basis		
2	offer accommodation is in a single building		
3	Offer accommodation is in contiguous buildings within the same premises / complex <i>(please specify distance between the buildings)</i>		
4	Offer property/building is exclusive to IIT Goa		
5	Whether the offered property is in a residential locality		
6	Whether the offered property is new or already constructed and in use (specify no. of years since construction, if old and already in use)		
7	Property is located within about 15 km.s radius from IIT Goa temporary campus, Farmagudi, Ponda		
8	Adequate number of rooms in the property offered to accommodate minimum 20 students on single/twin sharing in each room.		
9	Additional rooms available for a having a common / recreation Room/dining etc.		
10	Common room areas have electrical fixtures (fans, CFL/LED lights etc., electrical points for laptop/desktop etc.)		
11	24-hour electricity supply		
12	24-hour running water supply for drinking and utility purposes.		

SI. No.	Requirement 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
13	The quality of water meets laid-down / generally accepted standards of the appropriate statutory authority		
14	The accommodation offer is well-connected by public transport and is easily accessible by a motorable road		
15	Suitable facilities exist for drainage / sewage / waste disposal etc.		
16	The property offer has adequate privacy and security and whether facility of watch and ward staff exists		
17	The property offer has fire protection and whether suitable equipment/arrangements to ensure the same are available in good working condition as mandated by the competent authorities		
18	The offer property is in an area with clean and hygienic surroundings		
19	The surroundings and locality of the offer property are safe and secure, suitable for stay by students (boys and girls)		
20	Room (min. size:130 sft) either attached washroom or with common washrooms (to cater for 20 students) with European style water closet are available		
21	geysers or running hot water facility is available in bathrooms		
22	Exhaust fans in toilets		
23	Door locks with three sets of keys for each room		
24	Passenger-elevator (lift) with capacity of minimum 6 persons		
25	The operation of lift is authorized by the competent authorities		
26	Staircase well-lit and fit for use (free from obstructions)		
27	Permanent electrical & water supply connections from the government authorities concerned		
28	Underground sump & overhead water tank for 24 hrs water supply		

SI. No.	Requirement 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
29	Bore well for water supply or through municipal corporation.		
30	Borewell is functional yielding the required quantum of water for 24/7 use		
31	mosquito-proof mesh for all external doors, windows, ventilators and openings		
32	CCTV for common areas such as corridors, parking area, cellar, basement, staircase etc.		
33	Fire extinguishers in each floor as per the government norms		
34	Ceiling fans in all rooms		
35	Lighting in rooms, wash rooms, common areas etc.		
36	Dining hall (of 20 capacity) in Ground / basement or on terrace/ flat.		
37	Dining hall has proper permanent shelter against sun and rain		
38	Curtains for doors and windows in all rooms		
39	Separate electricity consumption meters for the accommodation offered		
40	Provision 15 Amps power sockets and switches for ironing boards, in each Room		
41	Whether there is provision for cloth drying (cloth hanging rods) in terrace/balconies		
	<b>Maintenance &amp; Services (at Bidder's Cost)</b>		
42	Plumber, Carpenter, Electrician, etc. for attending to repairs and maintenance, on call basis		
43	Waste disposal and sewage disposal (cleaning of septic tank etc.)		
44	Maintaining fire-fighting equipment in good working condition and ensuring their validity at all times		
45	All repairs and replacement of parts to be completed and equipment/facility brought back to normal working condition within 48 hours of complaint being logged in register		

**Property particulars:**

<b>Sl.no</b>	<b>Particulars</b>	<b>Details / Specifications</b>
1	Name of the person / party holding title to the property	
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 IIT Goa, GEC Campus, Farmagudi, Ponda	
5	Total area offered for rent (per /Room; & No. of rooms):	
	No. of floors in the building	
	Total no. of rooms per apartment / premises	



	Type, Make, Model, and No. of lifts available with carrying capacity, etc. along with Maintenance Contract details	
	Accommodation offered is on which floor(s)?	
6	<b>In case of adjoining / contiguous buildings in the same premises, compound or complex</b>	
	Distance between the two buildings (meters)	
	Building-wise, floor-wise details of offered accommodation, along with details as sought in (5) above	
7	<b>Essential / documents to be furnished</b>	
	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 / PoA holder 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, for use as hostel accommodation	
	Floor plans of the accommodation	

	Proof of payment of all statutory/government dues like property taxes, electricity, telephone, water charges as applicable, as on date of Tender submission	
8	Availability of Internet facility (name of the service provider and plan details)	
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 kilolitres	
	v. Water storage capacity of overhead tank in Kilolitres	
	vi. Whether drinking and utility water meet the laid-down / standard / generally- accepted norms?	
11	Electricity	
	i. Sanctioned load	

	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 the premises would be freshly painted and given before use by IIT Goa	
15	Whether parking space available as per IIT Goa requirement	
16	Whether space for sports/games available as specified?	
17	Whether extra rooms available as sought for use as office, for meetings etc.	
18	Specify the lease period offered (minimum two years and provision for extension is the requirement)	
19	Whether the building is earthquake resistant. If whether certificate from the competent authority is available	
20	Any other salient aspect of the building which the party may like to mention	

### Bidder's Particulars

Sl.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	<b>Contact Details</b>	
	Name of the Owner/POA Holder	
	Designation	
	Telephone Number office	
	Mobile Number	
	Email Id	
4	PAN Number	
5	Service tax registration number	
6	Aadhar Number	
7	<b>Bank Particulars</b>	
	Account name	
	Type of A/c: (SB/CA/CC)	
	A/c No.	
	IFS Code	
	Name of the Bank	
	Branch	

**Price Bid**

**Subject:** Offer for providing Hostel accommodation for \_\_\_\_ students as per EOI No: IIT Goa/.....

<b>Item No</b>	<b>Description of Item</b>	<b>Per month Charges In Rs</b>	<b>GST in Rs</b>	<b>Total in Rs</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5=3+4)</b>
	Monthly rent (inclusive of electricity, water & internet charges, House tax, Municipality tax, Electric and civil maintenance etc.)			
	Escalation on rent every renewal if any (in percentage)			