



सत्यमेव जयते



भारत सरकार / **GOVERNMENT OF INDIA**

कौशल विकास एवं उद्यमशीलता मंत्रालय / Ministry of Skill Development and Entrepreneurship

प्रशिक्षण महानिदेशालय / Directorate General of Training

क्षेत्रीय कौशल विकास एवं उद्यमशीलता निदेशालय जम्मू & कश्मीर और लद्दाख

Regional Directorate of Skill Development and Entrepreneurship J&K and Ladakh

भोर (चट्टा सड़क), रीन पैलेस के पास, डाकघर भौर कैंप, जम्मू -181 101

Bhour (Chatha Road), Near Reen Palace, P/O Bhour Camp, Jammu -181 101 (UT of J&K)

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Directorate General of Training



Skill India
कौशल भारत - कुशल भारत

TENDER DOCUMENT FOR

HIRING OF BUILDING FOR NSTI (WOMEN), JAMMU FOR ONE ADDITIONAL CITS TRADE – AREA 80 SQM

Tender No.: NSTI (W)/Tender/526/2024/ Dated: 16.07.2024

Inviting Expression of Interest (EOI) for the hiring of the readymade private building For the NSTI (Women), Jammu

National Skill Training Institute (Women) [NSTI (W)], Jammu invites Expression of Interest (EOI) for the hiring of a building of **minimum 80 Square Meter (SQM)** area located in and around existing NSTI (W), Jammu hired building within **500 meter radius** on **Monthly Rental Basis**.

Eligible and competent building owners are requested to submit their offer in a prescribed application form under two bid systems. The application form along with other EOI details and documents can be downloaded from the **RDSDE/NSTI (Women), Jammu** Websites: www.nstijammu.dgt.gov.in and www.rdsde-jk-msde@gov.in.

EOI duly filled in documents, complete in all respects should reach the office of “ **The Regional Director, RDSDE/ NSTI (Women), Jammu**, Govt. of India, Ministry of Skill Development & Entrepreneurship, Regional Directorate of Skill Development & Entrepreneurship, National Skill Training Institute (Women), Jammu, Near Reen Palace, Chatta Road, Bhour Camp Post Office Jammu-181101.

The last date for **submission of Tender (EOI) is 31.07.2024 up to 05.00 P.M.** and received tenders will be opened at 11.30 A.M on the next working day in the presence of the tenderers or their representatives, if they so desire, at **NSTI (Women), Jammu**.

ESSENTIAL FEATURES OF REQUIRED ACCOMMODATION

1. The carpet area the Building should be minimum **80 Square meter** with attached toilet / Washroom.
2. The distance between existing hired building of **RDSDE/ NSTI (Women), Jammu** and the hiring building should be **within a radius of 500 meter**.
3. The Building should be well-ventilated and airy with comfortable conditions, environment, neat and clean.
4. The adequate size of building should be filled with SUFFICIENT tube light / LED light, fans, and water line fitted with valves.
5. All the sanitary points and water supply installation connections have to be available in the Building.
6. Electrical installation and fittings like ceiling Fans, power plugs, switches, charging points etc. must be available.
7. The electricity and water supply lines/connection shall be provided by the owner at his own cost and expense. However, the **NSTI (Women), Jammu**, shall pay charges for electricity of the said premises during the lease period on the basis of actual consumption and submission of electric bill after payment.
8. The Service provider/ Building owner must provide a document of the Sanctioned Electricity Load.
9. The selected party shall be required to execute a lease agreement containing detailed terms & conditions with **RDSDE / NSTI (W) Jammu**, in accordance with the provisions of the law applicable within the jurisdiction of Jammu City (UT of J&K).
10. The Agreement shall be signed for a period of **THREE (03) years** which may be extended for a further period on mutually agreed terms and conditions on the satisfactory report of the students & Authority.
11. The building offered must be free from all encumbrances, claims and legal disputes, etc.

12. The building area of Minimum 80 Square meter should be preferably on the ground floor, with all the safety features and with Safety Certificate from the competent authority (Fire and Safety Department).
13. The **RDSDE / RDSDE / NSTI (Women), Jammu** reserves the right to consider/reject any such proposal without assigning any reasons. In case of rejection of application, the decision of Competent Authority will be final and binding and the party shall not be entitled to any compensation whatsoever for non-issue of work.
14. The decision of the **RDSDE / NSTI (Women), Jammu** will be final in case of any dispute arising in the implementation of the terms of the contract.
15. Service Maintenance, if any. **RDSDE / NSTI (Women), Jammu** will not pay any Holding Tax or dues for the hired building.
16. The building should have been properly constructed as per the approved safety plans.
17. All taxes, all if required to be reimbursed to be included in the rent.
18. Any other salient aspect of the building which the party may like to mention.
19. The agreement for hiring of buildings/accommodation shall come into force immediately after it is executed and shall remain in force for the period agreed upon.
20. **SECURITY:** The selected party has to submit Performance Security @ 10% of the annual rental value in the form of a Bank Guarantee valid for six months after the expiry of the Lease Agreement period.
21. **PAYMENT: RDSDE / NSTI (Women), Jammu** will only be liable to pay a fixed monthly charge, for electricity on the basis of actual consumption on a reimbursement basis. Payment will be made by cheque month-wise on submission of bill and documents
22. **RDSDE / NSTI (Women), Jammu** will not be liable to pay any charge for the normal wear and tear of fittings and fixtures in the Building premises.
23. **PENALTY CLAUSE:** The **RDSDE / NSTI (Women), Jammu** reserves the right to check and inspect the Hostel premises on a regular basis by the authorized Officials / Expert Committee. In case of any deficiency or deviation in services from the clauses mentioned in the EOI/Agreement, a penalty on the service provider/building owner for those deficient services. The penalty will be decided by the expert committee of the **RDSDE / NSTI (Women), Jammu** and the decision will be binding on the service provider/ building owner.
24. **TERMINATION:** The Agreement may be terminated by giving ONE month's notice by either party to the Agreement. However, during such notice period, the buildings/accommodation along with all ongoing facilities shall remain in the possession of **RDSDE/NSTI (Women), Jammu**.
25. Eligible and competent Building owners are requested to submit their offer in the prescribed application form under two bid systems in the standard formats prescribed in the Tender documents, displayed as **TECHNICAL BID Annexure - I & FINANCIAL BID as Annexure – II**.
26. All the requisite information should be filled up in the prescribed form and the filled-up application form, relevant information, and required document should clearly readable and all the pages of the document should be signed by an authorized signatory.
27. **PREPARATION OF BIDS:** The offer/bid should be prepared in two bid systems (i.e.) in a prescribed format as Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions and supporting documents. The financial bid should indicate only the price.
28. Technical Bid shall contain papers regarding:
 - Filled up application for TECHNICAL BID FOR PRE-QUALIFICATION Prescribed as Annexure-“I” duly signed on each page by the authorized signatory of the bidder as a mark of acceptance of all conditions of the EOI.
 - Ownership document of the building Or Agreement Copies if the premise is on lease.

- Structural safety certificate from competent authority (Both in case it is a commercial building)
 - Document for sanctioned Electricity load. f. Income Tax /PAN Registration Certificates
 - All other requisite documents in support of the Bid
- I. Financial Bid: The financial bid should contain the Building owner's name and monthly Rental including all charges to be quoted by the bidder. The Financial proposal shall not include any conditions to it and any such conditional financial proposal shall be rejected summarily. The Financial has to be submitted in the format as prescribed TENDER FORM as FINANCIAL BID ANNEXER "II".
- II. These envelopes should be securely sealed separately and clearly marked as **"Envelope No: 1–Technical Bid"** and **"Envelope No: 2– Financial Bid"** respectively.
- III. The envelopes containing the Technical bid, and financial bid, shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and **"BID FOR HIRING OF PRIVATE BUILDING FOR NSTI (W) JAMMU FOR ONE ADDITIONAL CITS TRADE FOR TRAINING"**. It will also mention the names of the Providers/ Building owners/Agencies with addresses.
29. Technical bids submitted by the bidders would be examined and their premises would be inspected by the expert committee constituted.
30. The financial bids of only those bidders will be opened whose premises have been found to comply with the technical requirements parameters and essential features of the Building.

Dated: 16 /07/2024

----S/D-----
(Ravi Chilukoti)
Regional Director/ HoD

Tender Notice No.: NSTI (W) JAMMU/Tender/526/ 2024/Date: 16/07/2023, Last Date of submission 31/07/2024

**APPLICATION FORM
HIRING OF BUILDING FOR NSTI (W), JAMMU FOR ONE ADDITIONAL CITS TRADE –AREA 80 SQM**

Sl. No.	Requisite Information	Firms Response
1.	Name of the building owner(s)
2.	Full Address of the Service Building owner
	Telephone /Mobile No.
	E mail ID
3.	PAN No. details	
4.	Legal Status of holding: 1. Building Proprietorship 2. Building Partnership 3. Building on Lease 4. Other, specify. (Attach the documentary proof)	
5.	Detail Location & Address of Building offered to be INSTITUTE Premises
6.	Total Area offered for rent: (Minimum 80SQM) 1. Total Carpet Area (in Sq. meter) 2. Total covered area (in Sq. meter) 3. Total Plinth Area (in Sq. meter)
7.	Distance of offered building Premises from NSTI (Women), Jammu Premises with layout and drawings of Hostel premises. (Within 500 meter from Existing building of NSTI (W), Jammu)	
8.	Road width (In Feet)/ Landmark Where the accommodation is situated.	
9.	Have valid Electric Power in offered Building?	
10.	Have alternate provision of Electric supply in the offered Building?	

11. Attach the Following documents:
- 1. Ownership Documents ----- Yes /No
 - 2. Building approved Drawings ----- Yes /No
 - 3. Structure Certificate ----- Yes /No
 - 4. Fire Safety clearance Certificate if any ----- Yes /No
 - 5. No of Fire Extinguishers installed ----- Yes /No
 - 6. Sanctioned Load from respective Authorities. --- Yes /No (____KW load) Single/ Three Phase

13. Agreed to provide all amenities as per tender document? -

14. Agreed to sign for a period of **THREE (03) years** which may be extended for a further period?

15. Name of Contract Person & Mobile No.

16. Details of Bank: Name of Bank: _____
 Account No. : _____
 Account Holder _____
 IFSC Code: _____
 MICR Code: _____

17. Payment Terms agreed as Specified in tender documents.

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application/ contact and that **NSTI (Women) ,Jammu** reserves its rights to take such action as it may deem fit in such an eventuality.

Date:/07/2024
 Place:

(Signature of the authorized Signatory)
 Name of Signatory:.....

ANNEXURE- II

FINANCIAL BID

Tender Notice No.: NSTI (W) JAMMU/Tender/526/ 2024/Date: 16/07/2024, Last Date of submission 31/07/2024

HIRING OF BUILDING FOR NSTI (W), JAMMU FOR ONE ADDITIONAL CITS TRADE –AREA 80 SQM

Sl. No.	Description of Charges	Amount (Rs)
1.	Rent of Building premises for Minimum 80 SQM area for one month	In Figures (Rs): In Words (Rs.).....
2.	Rate of Electric Charge per Unit	in Figures (Rs): In Words (Rs)

(Signature of the authorized Signatory)

Name of signatory:

Name of the Service Provider(s)/

Building owner(s)/Agencies:

Date:/7/2024

Place:....., Jammu