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NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Expression of Interest (EOI) are invited from bonafide owners of building having the qualifying criteria stated hereunder to **rent out their office space suitable for running office at Gandhidham** to Indian Oil Corporation Limited (Pipelines Division) for their Construction Office in Gujarat:

1.	EOI No.	PL/HO/New MPPL/EoI/2.0		
2.	Location/ area of the building for office space & requirements:			
Office area as per following details are required in the state of Gujarat:				
S. No.	Name of Office	Approx. Carpet area (Sq. feet)	Approx. Built-up Area(Sq. feet)	Requirements
1.	Gandhidham	3050	3700	<ul style="list-style-type: none"> The office space offered shall be located under Gandhidham Development Authority. It shall preferably be located within 2 km radius from Oslo/ Rotary Circle, Gandhidham.

Semi-furnished office offering required area with partition to create rooms, cabins and cubicles as required for the office but without any office furniture:

- The office should be easily approachable, road facing property with clean surrounding preferably on main road and in no case deep inside any area and located on small arterial roads. The minimum width of road connecting premises shall be 20 feet.
- The same is required in Single / contiguous premises (*Carpet Area as per RERA Act, 2016)
- In case space offered is not on ground floor, same should have lift facility beyond 1st floor to accommodate 6-8 persons at a time.
- The premises should have 24x7 power back-up for total offered area inclusive common area, lift etc.
- Space for 8-10 car parking and 8-10 Two-Wheeler parking. The parking should be contiguous and well demarcated.
- Maintenance of premises including civil, electrical, telecom, LAN services & firefighting system maintenance and all other upkeep of the systems provided by property owner will be in scope of the property owner. It excludes maintenance of equipment purchased/ hired separately by IOCL.
- Adequate provision for toilets (separate for Gents & Ladies).
- Building furnished with cabins/cubicles. Details of space to be allotted to cabin & cubicle shall be provided with the tender.
- Layout & finish of cubicles & cabins & other facilities should be of superior quality.
- Construction/ alterations of interiors shall be as decided by IOCL and shall be carried out within the mutually agreed time period. Lease period will start from date of handover of office premises to IOCL.
- Telephone & LAN terminal to be provided at each cubicle, cabin. Separate connection for same will be taken by IOCL.
- The bidder should meet the technical requirements specified at Annexure-2 attached with the technical bid on following webpage of IOCL: <https://www.iocl.com/suppliers-notices>

3.	Qualification criteria	<ul style="list-style-type: none"> As specified as Annexure-2 of Technical Bid. Building owner(s) should have clear title deed for offered premises. The property should be located as per details above in terms of carpet area, built-up area. The property should be located in the area prescribed as above. The property should be free from encumbrances. Required documentary proof in this regard shall be submitted. The amenities and facilities as specified/ detailed in the tender documents shall have to provided.
4.	Period of Lease	<ul style="list-style-type: none"> 2 years with provision of extension for 1 year or part thereof. The rates will be firm for all 2 years.

5. Detailed information to be furnished

- Exact address / Name & contact details of Owner / Area offered / Ownership Documents / Non- encumbrance certificate / Building permits / Latest Corporation Tax paid receipt/ Layout showing approach of office and approved building layout/ Offered facilities (Electricity connection/ Power backup/ Emergency generator/ water connection/ Firefighting facilities/ LAN & telecom facilities/ Any other facility being offered)
- All other information required as per Technical Bid (Part-A) and Commercial Bid (Part-B)

6.	Submission of offers	<ul style="list-style-type: none"> The application with above details should reach our office through post/courier on or before 09.04.2022 by 16.00 Hrs. at address of Eoi receiving authority. Applications received after 09.04.2022, 16.00 Hrs. shall not be accepted.
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7.	EOI receiving authority	General Manager (Construction) Pipelines Head office Indian Oil Corporation Ltd. (Pipelines Division), Indian Oil Bhawan, A-1, Udyog Marg, Sector-1, Noida-201301 Email-id: beheraak@indianoil.in
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8. Mode of submission

- Bidders can download the bid documents (Both Technical & Price Bid) from the following web page- <https://www.iocl.com/suppliers-notices>, print the bid and submit the duly filled bids as per procedure in hard copy.
- EOI shall be submitted in sealed envelopes super scribed with "EOI for Hiring of Office space for IOC Ltd for location Gandhidham" with bidder's Name, Address & Contact no. **Details such as rent etc. should not be indicated in Technical Bid submitted for qualification.**
- Price bids shall be submitted in the Price Bid format in separate envelope and not in the Technical Bid.**

9. Special Instructions

- Bidders are required to go through the Notice Inviting EOI Documents carefully and enclose all the required documents along with Bid in order to avoid rejection.
- IOCL reserves the right to cancel EOI in part or full/ extend due date of EOI submission etc. without assigning any reason.
- Offers from Brokers / Real Estate Agents shall not be entertained
- In case there are more than one owner, consent from other Joint owners shall be furnished