



Indian Oil Corporation Limited Pipelines Division
Expression of Interest for hiring of 7 nos. of flats on rent cum lease basis as Company Quarters at Vyara,
District Tapi, Gujarat for WRPL Songadh Pump Station

INSTRUCTIONS TO THE APPLICANTS/ BIDDERS

Submission of EoI:

Indian Oil Corporation Limited (Pipelines Division) is seeking application in Two Bid System i.e., Technical Bid (Part-I) and Price Bid (Part-II) from interested owners who are willing to rent-out 07 nos. of 2BHK flats of size minimum **950 square feet.** approx. carpet area. with adequate facilities for residential purpose in the below village(s)/town(s)/city(s) and its nearby area(s):

City/Town name	Tehsil/Area	District	State	Pin code
Vyara	Vyara	Tapi	Gujarat	394650

Pre-Requisites:

1. Single premises with 07 (seven) nos. of 2BHK flats is IOCL's requirement. However in case 2 nos of flats remain unoccupied for a period of more than 3(three) months, it will be surrendered.
2. The area of each flats shall be a minimum of **950 square feet.** approx. carpet area.
3. Proper security/CCTV shall be provided in corridor/premises.
4. The flats should be freehold and free from all encumbrances with clear title/lease deed.
5. Each flats should have provision for water, power supply, lights, etc.
6. Separate water tank of minimum 500 litres for each flat is recommended.
7. Borewell in premises with water facility to tanks to be provided. The charges of operation and maintenance of borewell is under scope of owner.
8. Separate electricity service connection to be provided for each flat
9. The flats shall have individual parking facility for each flat.
10. The flats shall have 1 hall, 2 bedrooms, 1 kitchen, washroom, bathroom, washbasin, etc. of area of minimum **950 square feet.** approx. carpet area. Balcony for the flat is recommended. Floor tiles shall be available in each flat.
11. No overhead powerline/HT line, telecom tower shall be available in the building. Also, the owner shall not erect overhead powerline/HT line, telecom tower till leasing of flats to IOCL.
12. The flats should have all weather access & suitable for movement of heavy vehicles, etc.
13. Rent shall be paid on monthly basis on receipt of invoice. No security deposit shall be paid in advance.
14. Taxes on building shall be borne by the owner.
15. The initial lease period shall be 5 (five) years and notice period of 3 (three) months should be given for vacating the flats.
16. The premises(ready to move in flats) should not be older than 3(Three) years.
17. Details of advertisement, details of instruction to bidders/selection criteria with weightage scheme/procedure for selection/formats of Technical Bid/formats of Financial Bid/evaluation methodology - to be downloaded from <https://www.iocl.com/suppliers-notices>

Interested parties are required to apply with the following details in two bid system as mentioned below:

1. **Technical Bid:** As per prescribed format



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2. **Price Bid:** As per prescribed format

The EOI is to be submitted in two (2) separate sealed envelopes (containing the Technical Bid and Price Bid each) with Name and Address inscribed on it and both the envelopes are to be placed in another bigger envelope. This outer envelope is to be superscribed as “**Offer for hiring of 7 nos. of flats on rent cum lease basis as Company Quarters at Vyara, District Tapi, Gujarat for WRPL Songadh Pump Station**”.

The cost offered by the party shall not appear in any manner in the Part-I (Technical Bid). The expression of Interest would be liable for rejection if cost appear in any manner in Part-I (Technical Bid). The Technical bid and Price bid formats are available at <https://www.iocl.com/suppliers-notices> and bidders may download the same from the link and submit hard copy with relevant details as mentioned above.

The application with above details should reach our office (By hand or through Post/Courier) within 14 days (Last Date--/--/--) from the date of publication in newspaper (date of publication --/--/--) at the following address:

**Deputy General Manager,
Indian Oil Corporation Limited, Pipelines Division,
IOCL Transit Camp, Flat no. 701,
Siddhishila Apartment, Kanpura, Vyara, District Tapi, Gujarat – 394650.**

Mob. No, 9358274611, 9875171647



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OTHER GENERAL INSTRUCTIONS:

1. The offered property should be situated within Vyara city or in radius of 2.5 km approx. from Old Bus Stand of Vyara city.
2. The offers received after the due date and time shall not be considered.
3. IOCL shall not be responsible for any postal/courier or other delays and applicant should take care to ensure the submission of offer at above-mentioned place before due date and time.
4. Offers sent by fax/e-mail shall not be accepted.
5. All alterations, erasure(s) and/or over-writing(s), if any, should be duly authenticated by the person signing the offer.
6. All Proforma forming part of offer documents has to be duly filled-in, signed and stamped by the applicant.
7. Conditional bids shall be rejected.
8. The rates offered by the applicant/owner(s) shall initially remain valid for a minimum period of 180 days from the date of opening of the EOIs. The validity of offers may also require extension of time with the consent of the applicant/owner(s).
9. Mere submission of offers/ EOIs will not be treated as acceptance/ selection of the offer. The property will be selected based on detailed analysis and evaluation of offers considering various factors including those mentioned in the technical information/ criteria of evaluation. Further, the applicants may note that the IOCL is not bound to purchase any of the land from the shortlisted offers.
10. Legal Due-diligence of land/ land with building/ built-up floor(s) offered for rent shall be done by the IOCL.
11. The IOCL reserves the right to negotiate (through single or multiple rounds of negotiations) the price/rate with any or short-listed or all the intending applicant(s).
12. The unilaterally revised offer/rates received from the applicants, after conclusion of the process of negotiations, shall not be entertained under any circumstances.



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13. Criteria for selection of property :

- a) Availability of potable water, electricity and power, approach road, sewer line connectivity, expenditure on development are to be considered during inspection of property.
- b) Offered property should be free from high tension overhead power lines, public road/ oil/water pipelines /canals /drainages /religious structure etc.
- c) Property should be free from and not adjacent to Railway lines/crematoriums/burial grounds etc.
- d) Facilities like educational facilities, medical facilities, railway station, bus station etc. should be within close proximity. The property should be at a safe distance from any oil installation/depot /terminal/industry.
- e) The offered property should be situated within Vyara City or in radius of 2.5 km approx. from Old Bus Stand of Vyara city.
- f) Offered property should have unhindered approach from main road. The property should preferably be a road facing property with clean surrounding on main roads and in no case deep inside any area and shall not be located in small arterial roads.
- g) The property should be free from encumbrances;
- h) Owner(s) should have clear title deed for offered property;



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GENERAL TERMS & CONDITIONS

1. IOCL shall open & scrutinize the EOIs submitted by the applicant, Property Owner(s) taking into consideration the selection criteria.
2. The representatives of IOCL shall visit the site for physical verification, location & observe the status of land/property as well as whole area. IOCL subsequently may carry out Due Diligence or other verifications for its satisfaction, for which all assistance shall have to be provided by the applicant/owner(s) including ownership documents and chain of Title documents.
3. The IOCL reserves the right to accept or reject any or all the applications, or negotiate for reduction in the quoted price with any or all the applicants or annul this process at any time without assigning any reason for whatsoever reasons.
4. IOCL is not bound to give reasons for rejection of any of the EOI.
5. The decision of IOCL in this matter shall be final & binding on all the applicants
6. IOCL shall issue LOI/LOA in the name of applicant/owner(s) on approval of the proposal by the competent authority.
7. All the pending dues prior to lease will be borne by the owner(s) of selected Property.
8. IOCL shall make payment to the Property owner(s) based upon agreed rental price.
9. The lessee (IOCL) agrees to make payment of total consideration as per above mentioned terms and conditions to applicable tax deducted at source (TDS).
10. IOCL shall release payment only by account payee Cheque/RTGS, to the legitimate Owner of land/property or the Company owning it. In case, the Owner(s) desires to receive payment through RTGS mode, they are requested to furnish requisite bank details.
11. The offered property should be preferably freehold.
12. **ARBITRATION:** In case of any dispute or difference arising in relation to meaning or interpretation of the agreement, the authorised official of the IOCL and the seller will address the disputes/differences for mutual resolution and failing which the matter shall be referred to the Sole Arbitrator selected in accordance with the provisions. The provisions of the Indian Arbitration & Conciliation Act, 1996 and any re-enactment(s) and/or modification(s) thereof and of the Rules framed there under shall apply to arbitration proceedings. The cost of the Arbitration proceedings shall be shared equally by both the parties. The decision / award of the arbitrator shall be final and binding.
13. **JURISDICTION:** The venue of the arbitration shall be Vyara, provided that the Arbitrator may with the consent of the OWNER and the SELLER agree upon any other venue.



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Annexure -A

Evaluation method for more than one property offers for development of installations
(Qualifying Criteria more than equal to 80 marks)

Marking as per below shall be adopted for evaluation of offered property. The marking scheme shall be as per below (marks allotted for all type of property based on few technical parameters – 100 marks)

A. Distribution of marks for different technical parameters are as per following.

Sr. No	Criteria	Marks Allotted	Marks Obtained
1.	Availability of Electricity/portable water/sewer line (Marks to be allotted 8 for availability of electricity/portable water/sewer line within 50m of the plot/plots or zero for beyond 50m)	+8/0	+
2.	Availability of approach Road (Marks to be allotted 21 for availability of motorable access Road connecting to the plot/plot or zero for no access Road/additional land required for access Roads)	+21/0	+
3.	Non-Availability of overhead HT electric line overhead power lines, oil/water pipelines/canals/drainages/public roads/railway lines (free from & not adjacent to) / crematoriums (free from & not adjacent to)/burial grounds (free from & not adjacent to)/religious structure etc. (Marks to be allotted 21 for non-availability of facilities as above or zero for availability)	+21/0	+
4.	Extent of land filling in the plot (Marks to be allotted 10 for filling less than 100cm or zero for filling more than 100cm)	+10/0	+
5.	Availability of educational facilities/railway station Bus station etc. (Following marks to be allotted for land parcel/property for availability of above facilities: a) Facility(s) within proximity of (\leq) 5 Km = 15 b) Facility(s) within proximity of ($>$) 5 Km to (\leq)10 Km = 10 c) Facility(s) beyond ($>$) 10 Km = 5	+15/0	+
6.	Presence of nala across plot (Marks to be allotted 6 for nala or zero for presence of nala)	+6/0	+
7.	Technical suitability rating by PJ-Group based on shape ,size and degree of suitability to codal requirement to accommodate facilities(Pro rata marking to be allotted by PJ-Group/ PJ CGD) (Marks to be allotted based on shape, size and degree of suitability to codal requirement to accommodate facilities in the scale of 0 to 19)	+19/0	+
	Total marks obtained in technical section	+100	+

Note:

- Except point no. 5 & 7, either full marks or zero marks to be given on each parameter.
- For point no. 5, marks between Five (5) and maximum (15) can be awarded as per the conditions specified
- For point no. 7, pro rata marks can be awarded between 0 to 19



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Annexure – B

Format for Submission of Technical Bid

To
Deputy General Manager,
Indian Oil Corporation Limited, Pipelines Division,
Western Region Pipelines, Songadh Pump Station,
Vadi – Ashram Road, Gunsada, P.O. Songadh,
District: Tapi, Gujarat – 394670
Mob.: 9358274611, 9875171647

1.	Name of the property owner(s):	
2.	Father/Spouse Name(s)	
3.	Address(permanent)	
4.	Address for Correspondence	
5.	Age	
6.	Male/Female	
7.	Aadhaar no	
8.	Flat Number offered for rent	
9.	Flat bounded by plots (East....., West..... North.....and South.....)	
10.	Size / Area of Flat – (in sq.mtr.)	
11.	Freehold / Lease hold	
12.	In case of Lease hold (mention years of lease i.e. Lease)	
13.	Lease Renewable : YES/NO	
14.	If yes, then No. of years for which the same is renewable	
15.	Lease Cancellable: YES/NO	
16.	Title Deed / Lease Deed No and date	
17.	Mutation No and date	
18.	Current rent/tax paid receipt No and date	

I hereby declare that all the information mentioned in the application are true.

(Signature of Left-hand Thumb impression- to be attested
by Gazetted officer/ Registered Medical Practitioner)



List of documents to be attached as below:

1. Consent for Rent-out of 7 (seven) numbers of 2bhk flats along with details of flats – Mandatory
2. Approved drawing from Municipality/nagarpalika or any government body of offered building/flats– Optional
3. Family Tree in case land ownership obtained parentally – Optional
4. Details of landowner(s)/Record of rights (ROR)- Optional
5. Current rent/tax paid receipt- Optional
6. Attested copy of Title Deed/Lease Deed of seller- Optional
7. Non-encumbrance Certificate of land issued by legal consultant or by state Government Optional
8. Any other document as deemed fit, whereby ownership of seller is established

Documents marked as optional shall be required at the stage of evaluation. They need to be provided by seller as and when required by the Corporation. Non-submission of such documents as such would render the bid non-responsive.

Note: To be submitted in sealed separate envelope, named as Technical Bid



Format for Submission of Financial Bid

To,
Deputy General Manager,
Indian Oil Corporation Limited, Pipelines Division,
Western Region Pipelines, Songadh Pump Station,
Vadi – Ashram Road, Gunsada, P.O. Songadh,
District: Tapi, Gujarat – 394670
Mob.: 9358274611, 9875171647

a.	Name of the landowners(s):	
b.	Father/Spouse Name(s)	
c.	Address(permanent)	
d.	Address for Correspondence	
e.	Age	
f.	Male/Female	
g.	Aadhaar no	
h.	Flat Number offered for rent	
i.	Flat bounded by plots (East....., West..... North.....and South)	
j.	Size / Area of Flat – (in sq.mtr.)	
k.	Rate of Flat per sq. mtr. or rate per decimal / cent (in Rupees) offered for rent	
l.	Total amount of Flat offered for rent (in Rupees)-	
m.	Bank details (as per attach format) – Optional	
n.	Cancelled Cheque- Optional	

I hereby declare that all the information mentioned in the application are true.

(Signature of Left-hand Thumb impression-
to be attested by Gazetted officer/
Registered Medical Practitioner)

Note: To be submitted in sealed separate envelope, named as Financial Bid



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Pipelines Division

Annexure - D

Evaluation Methodology

- a. All offered property shall be evaluated based on marking scheme of different selection criteria.
- b. All technical suitable property offers shall be ranked in order of merit based on marks achieved in technical evaluation (T1, T2, T3.....)
- c. Negotiation shall be carried out with T1 property offer. In case of failed negotiation, the nextbest suitable property offer (T2) shall be considered for negotiation and so on.



FORMAT FOR THE ADVICE OF VENDOR BANK DETAILS

To,
Deputy General Manager,
Indian Oil Corporation Limited, Pipelines Division,
Western Region Pipelines, Songadh Pump Station,
Vadi – Ashram Road, Gunsada, P.O. Songadh,
District: Tapi, Gujarat – 394670
Mob.: 9358274611, 9875171647

Dear Sir,

We hereby agree to accept henceforth all the payment through direct credit to our below mentioned Bank account through internet banking.

Sr No.	Particulars	Details
1	Name and address of the Beneficiary	
2	Account Number of Beneficiary	
3	Account Type (CA/CC/SB)	
4	Name and address of the Bank Branch (Where payments are to be sent by IOC)	
5	Branch Name/Code	
6	The 9 Digit MICR code of the Branch (as appearing on the MICR cheque)	
7	IFCS/RTGS code of the Bank Branch	
8	Any other Particulars(to be advised by Beneficiary for the E-payments purposes)	
9	PAN No.	
10	E-mail id	
11	Mobile No.	
12	GST No. (If applicable)	

Please attach a blank cancelled cheque or photocopy of a cheque issued by your bank relating to your above account for verifying the accuracy of the 9 digit MICR code/IFSC Code.

I/We hereby declare that the particulars given above are correct and complete.

(Signature of authorized person with seal)

Encl: As above

NOTE: The above details should be given only by the successful bidder upon receipt of confirmed order from IOCL.