

Due Date & Time: 15.04.2024

IndianOil
CIN: L 23201 MH 1959 GOI 011388
(Marketing Division)
Northern Regional Office, IndianOil Bhavan, 1, Sri Aurobindo Marg, Yusuf Sarai, New
Delhi, Delhi 110016

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Indian Oil Corporation Limited Invites Quotations from Hotels for hiring of 4 (four) numbers of rooms (with provision of lower rooms option during the lean season as per Annexure -2) in ready to occupy condition within Municipal Corporation area of Nainital having sufficient parking space, on monthly rent basis for utilizing as IOCL's Holiday Home, for its employees. Interested applicants fulfilling the minimum eligibility criteria as mentioned in this EOI may send quotations in prescribed format (Annexure-2) along with other mandatory attachments Annexure 1 & 3.

Note: The purpose of this EOI is to seeking for quotations from the applicable parties in this category and doesn't imply that the party is qualified and/ or will not bind Indian Oil corporation Limited (Indian Oil) to award the job. Final Selection of Hotel / Property for IOCL Staff Holiday Home at Nainital would be done through Public Tender as per IOCL guidelines and all prospective applicants are required to be registered themselves on Government e Marketplace (GeM) platform <https://gem.gov.in/> for participating in public tender as or when will be done.

Minimum Qualification Criteria for applicants to submit/sending their quotes –

The interested parties intending to submit quotation shall have to fulfil the following requirements:

| Particulars | Location | Amenities/Facilities Required | | |
|--------------------------|---|--|---|--------------------------------------|
| Type of Property | Nainital city or in its vicinity | “Hotels” excluding Lodge and Dharamshala | | |
| No. of Rooms | | Double bed King Size bedroom (200 Sqft.) are required as per details below | | |
| | | Particulars | Peak season | Lean season |
| | | Period | April – June September to January | July- august February to March |
| | No of Rooms requirement | 4 Nos. | 2 Nos. | |
| Location of Holiday Home | Following attributes must be fulfilled for the location of Holiday Home | | | |

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| | | <ul style="list-style-type: none"> - Hotel Premise should be situated at a prominent place with easy accessibility for the guests. - The location of the premise offered should be in a central place of the city or in its vicinity - Public Transport services Terminals like Bus Stand, Taxi Stand etc. should be easily accessible |
| Amenities | | <ul style="list-style-type: none"> - Power Backup (24X7) - Each Room must have a separate entrance - Each room should have one double king size bed/ two Single beds with good quality Mattresses and Pillow with covers. And arrangement for an extra bed for a person when required - Coffee Table with two Chairs, - Jug for drinking water with 2 nos of Glass, - minimum one Wardrobe, - one Dressing Mirror, - Cupboard sufficient for storage of Luggage/ Luggage rack, - Air Conditioner of adequate capacity, - Curtains, adequate Lighting fixtures, - Each Room must have an attached Bathroom with fully functional sanitary ware. It must have 24 hour Hot & Cold water facility. It must be accessorized with hand & bath towels & basic toiletries - LCD/LED TV in each room with remote controller & DTH / Digital Cable Connection with subscription to all major channels - In house Catering facility - Purified drinking water - Round the clock availability of Room Service / House Keeping Staff - Heater facility to be provided for each room - Internet / Wi-Fi facility (min 4G Speed) in all rooms. - Intercom with outside dialling Facility - Newspaper in room |
| | | <ul style="list-style-type: none"> - Parking facility <p>Minimum 4 Nos of reserved car parking should be available for IOCL Guests within the premises of the hotel itself.</p> |

| | | |
|--------------------|--|---|
| | | <p>or</p> <p>must be arranged by the Hotel itself outside the hotel premises (in case parking facility is not available within the hotel premises) for minimum 4 Nos of reserved car parking for IOCL Guest to the nearby parking area available from the hotel. In this case, a pickup facility for the guest from the parking place shall be arranged by hotel itself.</p> <p>Note in both case – no charges shall be paid by the IOCL guests</p> |
| Dining Arrangement | | <p>Dining hall with Buffet/a-la-carte Breakfast and one major meal (lunch or dinner) for a minimum of two person with two children (max 5 years) per room.</p> |

Following terms & conditions should be complied for submitting the Quote –

1. The Applicants shall provide four double bed rooms in peak season & 2 nos of double-bedded rooms in lean season as mentioned in Qualify criteria for Holiday Home facility at Nainital for Indian Oil Corporation Ltd. on Monthly Rent basis.
2. The successful tenderer, upon placement of work order, shall pay security deposit, an amount equivalent to 10% of work order value. For the purpose of this contract, the defect liability period shall be considered as 6 months from the date of completion of contract including extensions, if any.
3. The agreement shall be entered into a period of three years. However, IOCL reserves the right to terminate the contract by giving one month's Notice at any instant during the contract period.
4. The rate quoted by the bidder should be all inclusive and no additional payment will be made for any amenities/facilities.
5. The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. However, the landlord will be required to submit the bill to the IOCL every month for the rent due to them indicating the GST component also (if applicable) in the bill separately. The bill also should contain the GST registration number of the IOCL and the Hotel apart from name, address etc and the serial number of the bill.

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6. Rent should be inclusive of all prevailing and future taxes whatsoever, municipal charges, society charges, maintenance, GST etc. (GST will be paid by the IOCL as per prevailing rates on production of Tax invoices).
7. The Holiday Home shall be, in a decent location, easily approachable and accessible via public transport with sufficient parking space as mentioned above for the vehicles of the guests.
8. The accommodation & meal as mentioned above should normally be provided for two adults and two children.
9. The rooms allotted to IOCL shall normally be kept locked and shall not be allotted to use by anyone except IOCL employees/ guests who have been officially allotted the rooms for stay.
10. Arrangements are to be made to get the room cleaned every day.
11. The linen of beddings is to be changed every day when the room is occupied.
12. Curtains are to be cleaned periodically.
13. Each bathroom shall have geyser (ISI Mark), buckets, mugs, floor mats, dustbin, soap, hand wash, shampoo etc.
14. The rooms allotted to IOCL shall not be sublet or part with possession of the said premises or any part thereof.
15. The premises/Hotel owner will must possess a clear title of the property / bona-fide Lease agreement.
16. All the rooms offered by each applicant should be in the same premises, in case of same applicants is having more than one property they may submit quote for each property separately.
17. Payment of rent will be on LUMPSUM basis only (quoted for all 4 rooms and other offered facilities). The rent shall be inclusive of basic rent including all usage charges, consumption charges, maintenance charges plus all taxes / cess present and future – House tax, property tax, Municipal taxes, Maintenance charges and services charges like society charges etc. Nothing extra will be paid other than the monthly rent.
18. 24 Hours room service, Hot water supply, 24 Hours Power Backup etc should be available.
19. Income Tax/TDS, as per rules, shall be deducted from the monthly rental bills.

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20. IOCL reserve the right to accept or reject summarily any or all quotations in whole or in part without assigning any reason whatsoever

21. **No Brokers / Intermediaries shall be entertained. IOCL reserves the right to accept or reject any or all offers in full / part without assigning any reasons whatsoever.**

EOI receiving Authority & Last date of submission –

Interested parties fulfilling the above requirements may download the EOI document directly from the following webpage of IOCL: <https://www.iocl.com/suppliers-notice>. Or can have it from the office of EOI inviting Authority through email by sending a request in this regard and submit their quotation. Parties who are fulfilling all the requirements & agreeing the term and conditions as mentioned above are requested to sign and stamp the Annexure-1 (Applicant's Response), Annexure-2 (Quotation) & Annexure-3 (Disclaimer) and submit to the address mentioned in this document by 15.04.2024 @ 17:00 hrs.

Deputy General Manager (ES), NRO
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Indian Oil Bhavan,
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Delhi 110016
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EOI received after the due date & time mentioned above shall not be considered. IOCL will not responsible for any loss of offer during transit/ through courier/post office etc. or non-receipt of any of the same y IOCL in time.

Clarifications –

If any, may be obtained from Sh. Aman Kumar, Mgr (ES) NRO, on email id amank@indianoil.in or on landline no. 011-265180080 Mobile Number- 9403689225.