



**Indian Oil Corporation Limited (Pipelines Division) Invites**

**Expression of Interest (EOI)  
for  
Setting Up of Non-Officers' Holiday  
Home at Haridwar (Uttrakhand)**

**EOI No.:- NRPL/PNP/HR/HM/EOI-/2024-25**

**Last Date of Submission of EOI: 21.06.2024**

**REQUIREMENT CRITERIA, TERMS & CONDITIONS,  
EVALUATION METHODOLOGY**

**Issued By  
Indian Oil Corporation (Pipelines Division)  
Northern Region Pipelines, Panipat  
Village, Baholi,  
P.O.: Panipat Refinery (132140)  
(Haryana)**



**Indian Oil Corporation  
(Pipelines Division)  
Northern Region Pipelines, Panipat**

**NRPL/PNP/HR/HM/EOI-/2024-25**

**NOTICE INVITING**

**EXPRESSION OF INTEREST (EOI)**

Sealed offers are invited on a two bid system i.e. (a) Technical Bid & (b) Financial Bid (Price Bid) from interested parties offering 04 rooms in their premises on lease to Indian Oil Corporation Limited for Holiday Home purpose at Haridwar (Uttarakhand).

1.	Name of the work	Hiring of 04 rooms on lease rent basis for establishing Holiday Home at Haridwar (Uttarakhand).
2.	Type of EoI	Open (Two Bid System)
3.	Availability of EoI documents	Complete EoI documents may be downloaded from our website <a href="https://www.iocl.com/suppliers-notice">https://www.iocl.com/suppliers-notice</a>
4.	Start date for issuance of EoI	21.06.2024 (On working days: 10:00 AM to 5:00 PM)
5.	Last date of submission of EoI	05.07.2024 (05:00 PM)
6.	Date of opening of EoI (only Technical bids)	08.07.2024
8.	Mode of submission of EoI documents	Through Post/Courier so as to reach on or before the due date & time
9.	Place of Submission of EOI/Office Address	Senior Human Resource Manager Indian Oil Corporation (Pipelines Division) Northern Region Pipelines, Panipat Village, Baholi, P.O.: Panipat Refinery (132140) (Haryana)

The IOCL shall not be liable for any postal delays whatsoever in receipt of EOI documents and EOI received after the stipulated date & time shall not be entertained.

## INSTRUCTIONS TO THE APPLICANTS / BIDDERS

### **Submission of EOI:-**

The EOI is to be submitted in two (02) separate sealed envelopes and both the envelopes are to be placed in another bigger envelope. This outer envelope is to be superscribed as **“OFFER FOR HOLIDAY HOME AT HARIDWAR (UTTRAKHAND)”** and it should be duly sealed and delivered at the following address on or before the scheduled date and time i.e. **05.07.2024 up to 05:00 PM.**

**To**  
**Senior Human Resource Manager**  
**Indian Oil Corporation (Pipelines Division) Northern Region Pipelines, Panipat**  
**Village, Baholi,**  
**P.O.: Panipat Refinery (132140)**  
**(Haryana)**

**Envelope-I – Superscribed as “Technical Bid” for Holiday Home at Haridwar (Uttarakhand)** shall contain the followings:

- i. Brief profile of the applicant/owner of the premises showing the following:-
  - a) Name of the applicant/ owner/ Director(s) of the Company with brief organization chart.
  - b) Memorandum and Article of Association in case of a Company.
- ii. Copy of Power of Attorney (PoA)/ Partnership Deed/ Board Resolution), duly attested by Notary Public, authorizing the person who signs & submits the EOI.
- iii. Any other information as required to be submitted along with the EOI.

**Envelope-II – superscribed as “Financial Bid/Price Bid” for Holiday Home at Haridwar (Uttarakhand)** shall only contain the duly filled-in, signed & stamped Financial Bid /Price Bid (envelope properly sealed).

### **Other general instructions:-**

1. The EOIs received after the due date and time shall not be considered.
2. IOCL shall not be responsible for any postal/courier or other delays and applicant should take care to ensure the submission of EOI(s) at above- mentioned place before due date and time.
3. Offers sent by fax/e-mail/ by-hand shall not be accepted.

4. All alterations, erasure(s) and/or over-writing(s), if any, should be duly authenticated by the person signing the EOI.
5. All Proforma forming part of EOI documents has to be duly filled-in, signed and stamped by the applicant.
6. The rates offered by the applicant/owner(s) shall initially remain valid for a minimum period of **4 months** 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).
7. 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.
8. Conditional bids may be rejected.
9. 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).

The unilaterally revised offer/rates received from the applicants, after conclusion of the process of negotiations, shall not be entertained under any circumstances.

## 1.0 Introduction:-

IndianOil is a diversified, transnational, integrated energy major with presence in almost all the streams of oil, gas, petrochemicals and alternative energy sources; a world of high-caliber people, state-of-the-art technologies and cutting-edge R&D; a world of best practices, quality-consciousness and transparency; and a world where energy in all its forms is tapped most responsibly and delivered to the consumers most affordably. This PSU has also been conferred the 'Maharatna' status by Govt. of India.

## 2.0 Requirement of Holiday Home:

IndianOil seeks Expression of Interest (EOI) from interested parties for entering into a Long Term Service Agreement for suitable properties (Bungalow/ independent building / any other suitable property having required infrastructure, facilities etc. for functioning as non-officers Holiday Home).

## 3.0 Specific Data Sheet & Special Terms & Conditions:-

Brief details and specific terms & conditions for the subject EOI proposal shall be as under. Other General Terms and Conditions shall be as per the details mentioned elsewhere in this document, in preamble to Schedule of rates and in final agreed terms & conditions.

### Specific Data Sheet:-

Sl	Description	Details
1	Location of proposed Holiday Home	Haridwar (Uttarakhand)
2	Distance from Har-ki-paudi, Haridwar	Within radius of 5 km from 'Har Ki Paudi' measured by motorable road suitable for 4wheelers.
3	Purpose of the Holiday Home	To facilitate the Non-Executives to avail the facility during their personal vacation/leave period.
4	Type of Property	Independent Bungalow / Independent Building / Part of any building / cottages with all rooms and common service areas in adjacent position within same premise
5	Number of Rooms required	01 (One) Hall, 01 (One) Dining space, 01 (One) Kitchen and 04 (Four) Double Bedded rooms with attached bathroom
6	Requirement of Room heaters / bed warmer / Air Conditioner / Ceiling fan. Charges shall be inclusive in tariff.	Air Conditioners/Room heater & Bed warmer during winter season. Ceiling fan as per local condition.

7	Requirement of Power backup	Required.  In case not available as on date, bidder has to submit an undertaking regarding providing the same within 1 month of confirmation of provisional acceptance of offer.
8	Requirement of Parking Space	Parking space for minimum 04 (four) nos. of four wheelers should be available in the property or within about 100 meters.
9	Duration of proposed agreement	The agreement will be executed for an initial period of <b>2 (two) years</b> , which may be extended up to another 2 (two) years on mutually agreed rate terms & conditions upon satisfactory performance during initial period of two years.
10	Charges to be quoted	Monthly lease rent of the premises.
11	Inclusions & specific amenities & fixtures in rooms / property	As mentioned in this document
12	Condition of the Property	Ready and fully furnished condition subject to terms & conditions detailed hereunder.
13	Contact Person	Senior Human Resource Manager Indian Oil Corporation Limited (Pipelines Division) Northern Region Pipelines, Panipat Village Baholi, P.O.: Panipat Refinery, Panipat Email: <a href="mailto:ezunget@indianoil.in">ezunget@indianoil.in</a> Mobile: +91 9445956123

#### 4.0 Eligibility Criteria:-

The interested parties fulfilling the basic requirements as per above data sheet and other requirements as stated below may submit their EOI as per the details and modalities specified in this document.

- a. **Number of rooms:** The property shall have minimum number of rooms as per requirement specified in data sheet. All rooms are to be in a single building OR in multiple building / cottage provided all such building /cottages are situated in same premises. In case the property has rooms in excess of the minimum requirement of IOCL, then specific rooms offered to IOCL shall be mentioned in the EOI offer.
- b. **Condition of the property:** The offered premises should be in ready to use and fully furnished state.
- c. **Location of the property:** The property should be located in a location within radius of 5 km from '**Hari Ki Paudi**' Haridwar, which is convenient for tourists / visitors & in close proximity with essential amenities / local markets and conveniently accessible by car as well as walking from nearby market place.
- d. **Fixtures & Amenities:** All rooms should have minimum fixtures / amenities / furnishings as per details mentioned hereunder.
- e. **Parking space:** Parking space (as per minimum requirement mentioned in data sheet) should preferably be within the premises itself. In case required parking space is not available within the premises, then any parking space in the control of the property but within about 100 meters from the property shall also be acceptable.
- f. **Ownership status:** The person having clear marketable right, title interest i.e. absolute owner of the property will be eligible to apply in respect of the instant EOI. In the event the property is under perpetual lease or the offered property is under active lease for a period of minimum 5 years from the date of issuance of this EOI may also apply for the subject EOI. The entire responsibility will lie on the tenderer for any consequences, if any arising out for sub-leasing the property or using the property on commercial purpose. IOCL will not be responsible for any such consequences, if any.

#### 5.0 Terms and Conditions:-

- a) **Owner:** The term **Owner** mentioned and referred to in different places in this document shall mean the property owner / bidder / the person who has submitted the EOI / the person who has entered into agreement with IOCL.
- b) **License / permits to operate:** It will be the sole responsibility of the interested parties to obtain and keep valid all the required statutory licenses / permits (e.g. trade license, clearances, water supply & sewerage disposal permits, approvals for operating and maintaining such properties as Holiday Home on commercial basis etc.). Charges / fees for obtaining and renewal of such permits / licenses etc. shall be on the property owner's account and no payment / reimbursement shall be made by IOCL on this account.

- c) **Operation & Maintenance:** Operation, maintenance, upkeep & Security of the property shall be owner's responsibility.
- d) **Validity of offer:** The Techno commercial EOI shall remain valid for a period of four months from the last date of submission of EOI (as mentioned in original EOI document). Asking for validity of offer does not automatically guarantee final acceptance of the property and does not imply the owner's decision to keep the property on hold till finalization of EOI. In case the EOI could not be finalized within the validity period, the owner may extend the validity suitably based on specific request received from IOCL in this regard. However in case the owner does not want to extend the validity or has already let out to someone else i.e. the offered property is no more available even during the initial validity period, then the owner shall immediately inform IOCL in this regard. In such case his offer will not be evaluated further. Price offer shall remain valid for a period of four months from the permitted last date of submission of price bid. On need basis i.e. in case the evaluation could not be completed within the validity period, the bidder(s) shall extend offer validity period by a further period of upto 4 months on specific written request of IOCL.
- e) **Furniture , fixture and amenities:** The property should have the following minimum facilities / services in each room / common service areas :
1. Furniture & fixture, bed (double) and beddings, Study table, one revolving chair, electricity with power back, water supply, TV etc. in each room.
  2. All rooms should have attached bathroom & all bathroom having a wash basin with mirror, shower, water taps, WC, Geyser etc.
  3. Acs/Room heaters / bed warmer / Ceiling fan – as per specific data sheet.
  4. Ceiling fan
  5. Each room shall have a colour TV of appropriate size.
  6. Routine maintenance of furniture and fixture. Replacement of furniture / fixture if any furniture / fixture is considered by IOCL to be either obsolete or unserviceable.
  7. Twenty four hour running water with Geyser / central running hot water in toilet.
  8. Continuous power supply to rooms with provision of power back up arrangement (UPS / generator)
  9. Dining area with well-furnished décor.
- f) **Management of Booking :** IOCL will maintain their own internal booking system /procedure and confirmed bookings of IOCL officials including names of guests etc. shall be shared caretaker/Supervisor by IOCL in advance through email.



g) **Responsibility of statutory and other taxes / fees / duties :** It will be responsibility of the property owner to make payments of statutory taxes, commercial fees for operating the establishment as holiday home, electricity charges, water charges, any other taxes / duties / fees / municipal taxes / sewerage disposal charges etc. as might be required (as applicable) for operation of the facility. All such costs and expenses shall be solely on account of the owner and the quoted monthly charges shall be deemed to be inclusive of all such routine & incidental costs, expenses & consumables. The owner will continue to pay all such taxes, fees and other charges & duties as applicable and payable and/ or become payable in connection with the rooms and associated facilities /services to Government authorities till the end of agreement period or any agreed extension thereof as per the prevailing rules and regulations of local authorities / Government or that may be imposed by such authorities / Government in future. IOCL shall not be liable for compensation / payment / reimbursement against any of the same which means that the monthly charges payable by IOCL to the owner shall be inclusive of all such taxes /duties / charges / fees/ levies and all other incidentals, consumables & expenses as required for overall operation, maintenance and facilitation of the service as per agreed terms and conditions.

Further no compensation / payment shall be made by IOCL for any increase of rates of such taxes / fees / duties etc.

h) **Inspection by IOCL:** IOCL reserves their right to make surprise visit / routine visit to the property to check the quality of services and upkeep of the property. The owner will allow access of such IOCL officials on such visit to check the performance.

i) **Major Repair / Renovation:** In case the owner desires to carryout major repair / renovation or after any visit by IOCL, it is considered essential to have some major repair /renovations which involves locking of few or all the rooms for certain period, then the same may be done only with prior consent of IOCL. In such case the monthly rates (on prorata basis) shall not be paid for the actual period of locking. No additional payment / compensation / rate escalation shall be paid by IOCL for such renovation or repair & maintenance jobs done to the property to keep the property up to date.

j) **Charges / Tariff payable:**

a) **Monthly Charges:** The monthly lump sum charges quoted shall be on all inclusive basis for all the rooms (as per number of rooms specified in data sheet) per month basis excluding GST. GST shall be paid extra as per prevailing rates based on GST invoices raised. Financial evaluation shall be done on lowest offer basis i.e. the party offering the lowest price (L-1) shall only be considered for further evaluation.

The quoted rate shall be on all inclusive basis i.e. inclusive of lease rent, all associated services, furniture, fixture & amenities and other facilities as specified in this EOI document.

b) **Escalation:** Rates shall remain firm for the entire lease period of two years from

effective date of start of agreement period.

- c) **Payment Terms:** No advance payment shall be made. Payments shall be made on monthly basis as per Invoices raised after completion of respective month.
- d) **Security Deposit :** Not Applicable

## **6.0 Submission of Bid:-**

- a. Interested parties fulfilling the above requirements may download the EOI document directly from the following webpage of IOCL: <https://www.iocl.com/suppliers-notices> or can have it from the office of EOI inviting Authority through email by sending a request in this regard and submit their offer. Parties shall send their submission of Technical Offer and Financial Bid/Price Bid in the attached format through POST/Courier in sealed envelope with EOI No. and subject super-scribed on the envelope so as to reach us on or before the last date of submission as mentioned in the EOI at following address :

**Senior Human Resource Manager  
Indian Oil Corporation (Pipelines Division)  
Northern Region Pipelines, Panipat  
Village, Baholi,  
P.O.: Panipat Refinery (132140)  
(Haryana)**

- b) Applications (EOI) along with the required documents may be submitted by the Owner (s) of premises or their representatives. In case the application is submitted by a representative of Owner, the application must be enclosed with a 'Power of Attorney' from the property Owner in this regard. The application may be considered null and void, in case 'Power of Attorney' is not found enclosed with the application. It is further clarified that no brokerage is payable by Indian Oil Corporation Limited to Owner (s) or its representatives for this transaction of premises.
- c) Clarifications (if any) may be obtained from the contact person specified in data sheet.
- d) Documents to be submitted in the sealed envelope with Technical Offer and Financial Bid/Price Bid (EOI) :
  - i. Copy of this EOI Document with signature on all pages as token of acceptance of terms & conditions.
  - ii. Information about the property as per Annexure - I enclosed with the EOI
  - iii. Floor plan / layout of the property showing the rooms offered to IOCL.
  - iv. Copy of land deed / lease deed.
  - v. Copy of latest electricity bill.

- vi. Copy of latest property tax / water tax, if available.
  - vii. Copy of PAN card.
  - viii. Copy of GSTIN (In case GSTIN is not available, an undertaking of obtaining GSTIN within one month of acceptance of offer).
  - ix. Power of attorney of signatory of EOI.
- e) Parties who are interested to participate are requested to sign and stamp on each page of this offer document including Annexure-I (Bidder's Response), Annexure-II (Disclaimer) and Financial Bid (Price Bid (Annexure-III) with documentary evidence (as applicable) and submit to the address mentioned in this document. All the pages of the EOI along with Annexure-I & II are to be kept in one sealed cover and Annexure-III in separate sealed envelope.

#### **7.0 Evaluation of Bid:-**

- a. Bids as received till last date and time of submission of EOI, shall be opened as per schedule mentioned in the EOI. Bidders on their own interest may visit the office of EOI inviting authority to witness the same, if desired. However the technical bids shall be opened as per schedule irrespective of bidder's attendance.
- b. Bidders, on their own interest, are advised to mention complete postal address, contact number (with alternate number) and contact email (with alternate email address) in the offer information data sheet. They are also advised to check their emails regularly as all post technical bid opening communications (e.g. intimations for submission of deficient documents, schedule of committee visit, schedule of pre-price bid meeting, provisional acceptance of technical offer, witnessing of price bid meeting, price negotiation etc.) shall be done through email only. Any later claim by any bidder regarding non receipt of communication shall not be entertained.
- c. IOCL reserves the right to reject any or all of the offers or any part(s) of the EOI so received and may cancel the EOI in part or full, extend the due date of EOI submission, finalize the agreement for any period lesser than the initial period mentioned in the EOI etc. without assigning any reason.
- d. Indian Oil Corporation Limited (IOCL) shall carry out the evaluation based on the details furnished. In addition to the properties meeting the minimum acceptable criteria as mentioned in data sheet above, the properties shall also be evaluated through physical evaluation by site visit. During site visit (by committee of IOCL officials) evaluation shall be done based on its aesthetics, approach road, facing views, upkeep and maintenance, fixtures and furniture, ventilation, natural light, convenience of parking, dining facility, living/

drawing space, nearby essential facilities / amenities and anything else as might be considered important by the committee to affirm suitability for officers holiday home.

- e. Indian Oil reserves the right to assess any party's capability and capacity to execute the services using in-house information and by taking into account other aspects to accept or reject any or all of EOIs received without assigning any reason. However, this EOI is only to assist in short listing suitable property for evaluation purpose.

**f. Evaluation and short listing:-**

Evaluation of offers meeting the minimum criteria as specified in data sheet above (1<sup>st</sup> stage evaluation), shall be done on different technical parameters as detailed hereunder and marks shall be allocated against each parameter (1<sup>st</sup> stage evaluation). However IOCL reserves the right to also consider 2<sup>nd</sup> stage evaluation of any property which is not meeting the minimum criteria as specified in data sheet but otherwise considered suitable to the committee. The offers scoring minimum 67.5 marks out of total 100 marks shall only be considered for further evaluation i.e. for shortlisting. The offers scoring below 67.5 marks may be rejected outright without assigning any reason to the tenderer. Allotment of marks & Decision of IOCL in this regard shall be final and binding.

**Evaluation of Technical / Quality Score:-**

Sl	Parameter	Max Marks	Scoring criteria	Marks allotted to bidder	Remarks / basis of evaluation
<b>A Based on details furnished by the bidder -</b>					
1	Type of Property	5	Independent house / bungalow - 5 Joint House - 3		As per bidders declaration and verification / checking by committee
2	In case of joint house whether Rooms offered are in same floor	5	In independent house / bungalow - 5 In case of joint house whether on same floor - 3 Or in different floors - 2		- Do -
3	In case offered room(s) are in 2 <sup>nd</sup> floor onwards, whether lift is available	5	Upto 1 <sup>st</sup> floor - 5 2 <sup>nd</sup> floor & upwards and with lift - 5 2 <sup>nd</sup> floor & upwards but without lift - 2		- Do -
4	No's of carparking Offered exclusive for IOCL	5	1 nos. - 2 2 nos - 3 3 nos- 4 4 nos or More - 5		- Do -
5	Location of Car parking space	5	Within premises - 5 Within 100 meters - 3		- Do -

6	Facing of offered rooms	5	All rooms having at least one side opening to natural/scenic beauty -5 Half of the rooms having at least one side opening to natural/ scenic beauty - 2		- Do -
7	Distance from central point as given in data sheet	5	Up to 3 kms - 5 More than 3 kms up to 5 kms - 4 More than 5 kms - 0		- Do -
8	Water supply arrangement	5	24x7 running water with Geyser / central running hot water in toilet - 5 Running hot water in toilet for limited period - 2		- Do-
9	Power back availability as on date	5	24x7 Power backup System available - 5 Power backup system available for limited period - 3 Power backup system not available as on date but undertaking provided for providing within 1 months -2		- Do-
10	Condition of the property	5	Ready and fully furnished - 5 Renovation and furnishing in progress - 3 Undertaking to complete furnishing in 1 months - 2		- Do -
	<b>Subtotal</b>	<b>50</b>			
<b>B</b>	<b>Based on physical evaluation and assessment of the committee</b>				
1	Overall aesthetics including size of Rooms, bathroom etc.	5	As per assessment of the committee		
2	Convenience of Approach road	5	- Do -		
3	Safety and security facility availability.	5	- Do -		
4	Upkeep and maintenance	5	- Do -		
5	fixtures and furniture	5	- Do -		
6	Ventilation, natural light	5	- Do -		
7	Dining Hall/ other common Facilities available	5	- Do -		

8	Nearby essential facilities/amenities	5	- Do -		
9	Locality of the Area	5	- Do -		
10	Overall approachability near to visiting holy places	5	- Do -		
	<b>Sub total</b>	<b>50</b>			
	<b>Total of A +B</b>	<b>100</b>			

g. During the evaluation, the Parties may be asked to produce the original documents / any other relevant document in support of the details provided by them.

**h. Opening of Financial /Price Bids:** Price Bid of the properties who are shortlisted (assessment by committee visit) and finally accepted by IOCL as suitable for holiday home will only be considered for opening for further evaluation. Date of opening of price bids shall be intimated only to such bidder(s) whose price bids are finally accepted for opening. Bidders on their own interest may attend the office of EOI inviting authority to witness the price bid opening.

However the price bids shall be opened as per schedule irrespective of bidders' attendance.

#### 9.0 Evaluation of Price Bid:-

- a. Bidders are to quote their most competitive rates. Negotiations will not be conducted with the bidders as a matter of routine. However, IOCL reserves the right to conduct negotiations. IOCL ordinarily reserves the right to negotiate on the rates and terms & conditions with only the L-1 bidder. However IOCL also reserves their right to negotiate with subsequent lowest bidder in case the L-1 bidder backs out (withdraws their offer ) within offer validity period or any material fact / finding / evidence of forgery or false information etc. related to the property offering L-1 price comes to the notice & knowledge of IOCL even after opening of price bid which in the opinion of IOCL is not acceptable and in turn the concerned property is not considered acceptable for entering into any agreement for setting up of Holiday home. Decision of IOCL in this regard shall be final and binding. In such case the L-2 bidder( and subsequent bidders in case L-2 regrets to match the L-1 rates) may be given an opportunity to match the L-1 rate at sole discretion of IOCL.
- b. Ordinarily the lowest responsive bids shall be preferred. However, IOCL reserves the right not to accept the lowest bid, if in its opinion this would not be in the interests of IOCL and the decision taken by IOCL in this regard shall be final and binding on the bidder(s).

## **10.0 Agreement / award of the contract:-**

### **a. Execution of Agreement :**

After completion of evaluation of financial offer and finalization of the party thereof IOCL will issue a letter of acceptance / provisional letter of acceptance to the selected party within the offer validity period. IOCL and the party (owner) shall enter into a service Agreement on non-judicial stamp paper of appropriate value clearly stating the agreed terms and conditions and other details before starting operation i.e. before reckoning of the effective agreement period.

### **b. Extension of Agreement:**

The agreement shall be executed initially for the period as stated in the specific data sheet. Agreement may also be executed for extended period (as stated in the specific data sheet) on mutually agreed rate terms & conditions and upon satisfactory performance during initial period.

### **c. Foreclosure / Termination of Agreement:**

Indian Oil Corporation Limited (IOCL) shall have right to foreclose / cancel / terminate the agreement at any time during the initial agreement period or extended period (if extended) in any of the following circumstances:

- (i) In case of unsatisfactory services.
- (ii) Major alteration / modification of the property without prior consent of IOCL.
- (iii) Poor / unsatisfactory maintenance.
- (iv) Breach of agreed terms & conditions or
- (v) Any other reasons what so ever including any future change in requirement of IOCL.

Such foreclosure / cancellation / termination of agreement shall be done by giving notice of minimum three months with or without assigning any reason thereof. In such case the agreement shall be deemed to be foreclosed w.e.f. the effective date of termination as notified by IOCL and IOCL's liability shall be limited to payment of monthly charges up to such date only. No additional payment or compensation, what so ever, shall be admissible on any account including idle overheads, loss of anticipated profit on investment or anything else, whatsoever.

Similarly the owner may also terminate the agreement at any time during the agreement period (initial or extended) due to any reason by giving at least three months of prior notification to IOCL. In such case IOCL may consider effective date of termination as any date after receipt of such notice and up to the effective last date as notified by the owner. In this case also IOCL's liability shall be limited to payment of monthly charges up to such date only. No additional payment or compensation, what so ever, shall be admissible on any account including idle overheads, loss of anticipated profit on investment or anything else, whatsoever.

**Technical Bid****(To be submitted separately in Sealed Envelope)**

Kindly fill in the vendor's response against each requirement / information and enclose relevant supporting documents (as applicable):

Sr No.	Terms of reference	Please fill up the data		
1	Name of the Bidder(s)			
2	Bidder's Contact Details (address & phone number) with Email Address (with alternate email address)			
3	Address of the Offered property			
4	Type of Property (independent house, bungalow etc.)			
5	Nearest Landmark of the property			
6	Approx distance from 'Har Ki Paudhi, Haridwar. (Maximum 5.0 Kms)			
7	Whether motorable road suitable for 4 Wheelers? Whether the road is one way/ two way	Yes/No	.....	
8	Whether the property is being exclusively offered to IndianOil?	Yes/No		
9	No of Floors of the offered Building with Floor wise spread of rooms and size of each room (attach floor plan)			
9	Room Numbers of rooms being offered to Indian Oil with room sizes and on which Floor	Room No	Size	Floor
10	Facing of offered rooms. Preference shall be given to rooms having atleast one side opening to natural beauty/ Scenic city view.	Room No	View	



11	In case the rooms offered are 2 <sup>nd</sup> floor onwards, whether lift facility is available.	Yes/No
12	Whether the floors where rooms have been offered to IOC will be exclusive to IOC. Preference may be given to offers having such Exclusive floors.	
13	Please confirm whether all rooms have attached bathroom & all bathroom having a wash basin with mirror, shower, water taps, WC, Geyser etc. (with pantry, if any)	
14	Whether Parking available, if yes, how many cars parking can be reserved exclusively for IOCL.	
15	Parking within premises/ property or within 100 mtr of the Property	
16	Access by LMV up to portico of the Building.	Yes/No
17	Whether the offered premises is in ready to use condition	Yes/No
18	Whether the offered premises is fully furnished/ unfurnished	
19	If unfurnished, whether furnishing as per requirement of IOCL can be completed within one months after confirmation of Provisional acceptance?	
20	If minor modification required to meet the requirement of IOCL then whether it is expected to be completed within one months after confirmation of provisional acceptance?	
21	Whether the property is owned / leased	
22	If leased property, then whether Minimum 5 Years balance leased period remaining as on date of EOI.	
23	Whether Land Deed/Lease Deed available. Please attach the copy of the deed.	
24	Connected Electrical Load. Please attach the Current copy of the Electric bill.	
25	Space for reception available	
26	Separate dormitory/room available for driver	
27	Space for dining for approx. 10 persons available	
28	Whether 24x7 Generator / Power backup available? Conditions, if any to may be specified.	Yes / No

29	If Power backup system is not available whether the same can be provided within one months after confirmation of provisional acceptance?	
30	Property tax copy available	
31	Source of water	
32	Availability of Twenty four hour running water with Geyser / central running hot water in toilet.  If no, then details of arrangement available.	Yes/ No  -----
33	Whether facility such as guards, CCTV cameras, fire extinguisher is provided	

I/We hereby declare and confirm that the aforesaid premises are free from any legal dispute, available and ready for possession of IOCL. I/We also declare and certify that the above information is correct and true to the best of my knowledge. I also acknowledge that in case of submitting any incorrect information and/or withholding any information about the premises, bid offer shall be liable for rejection, without further reference to me.

Yours faithfully,

( )  
Owner/Constituted attorney of the owner

**Disclaimer**

The information in this document has been prepared to assist the applicants in preparing the non-binding EOI and it is clarified that:

The purpose of this Expression of Interest (EOI) is to invite responses from the interested parties for HIRING OF SUITABLE PROPERTIES (INDEPENDENT BUILDING HAVING REQUIRED INFRASTRUCTURE FACILITIES/BUNGALOW ETC.) ON LONG TERM SERVICE AGREEMENT BASIS FOR USE AS HOLIDAY HOME FOR EMPLOYEES OF INDIAN OIL CORPORATION LIMITED

All data / documents received in this regard shall be treated in strict confidence and would be used only for our internal purposes. Submission of data / documents will not imply that the party is qualified and / or will not bind Indian Oil Corporation Limited (Indian Oil) to award to job.

Indian Oil is not bound to accept any or all the EOI and also reserves the right to accept or reject any or all of EOIs received without assigning any reasons. No applicant shall have any grievances or claim against IndianOil or its Officers, employees, successors or assignees for rejection of EOI. IndianOil shall be entitled to invite offers from entities other than the applicants who have submitted EOI. Each respondent shall be solely responsible for the fees, costs and expenses incurred in preparing and submitting the Expression of Interest, or subsequent responses or initiatives on the part of any respondent. IndianOil will under no circumstances be liable to any respondent for any such fees, costs, expenses, loss or damage whatsoever arising out of or in connection with the EOI process. Neither IndianOil nor its officers & Employees shall be liable to any interested party or any Entity under any law, including the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expenses or damage which may arise or be incurred, or suffered in connection with this document or any matter that may be deemed to form part of this document.

Further, this Expression of Interest is not a tender exercise but a process to obtain response from the interested parties, IndianOil may not take any further action after the invitation of Expression of Interest exercise at its own discretion without assigning any reason thereof. IndianOil may its absolute discretion, but without being under any obligation to do so, update, cancel, amend or supplement, effect any change(s) to these guidelines for submission of Expression of Interest without assigning any reason thereof.

**PRICE BID**  
**(To be submitted separately in**  
**Sealed Envelope-II)**

**SUBJECT** PRICE BID FOR TAKING ON LEASE / HIRE OF SUITABLE PROPERTIES INCLUDING ALL FACILITIES & SERVICES FOR NON-OFFICERS' HOLIDAY HOME AT HARIDWAR.

To  
Senior Human Resource Manager  
Indian Oil Corporation (Pipelines Division) Northern Region Pipelines, Panipat  
Village, Baholi,  
P.O.: Panipat Refinery (132140)  
(Haryana)

**Ref EOI No. NRPL/PNP/HR/HM/EOI-/2024-25**

Particulars	Months	Rental Charges (Rs.) per month for four rooms alongwith other facilities (excluding GST, if any).
Holiday Home Facility at Haridwar (Uttarakhand)	24	

(Rates to be quoted in words also)

TERMS & CONDITIONS SHALL BE AS PER THE TERMS AND CONDITIONS AND OTHER DETAILS MENTIONED IN THE EOI DOCUMENT , SUBSEQUENT AMMENDMENT ISSUED (IF ANY). BY SUBMITTING THIS PRICE BID THE BIDDER CONFIRMS AND REAFFIRMS THE TERMS AND CONDITIONS AND OTHER DETAILS / MODALITIES AS STATED IN THE EOI DOCUMENT.

MONTHLY RATE TO BE QUOTED EXCLUDING GST, IF APPLICABLE.

THE RATE QUOTED SHALL REMAIN FIRM FOR THE ENTIRE LEASE AGREEMENT

INCLUSIONS / EXCLUSIONS IN THE RATE SHALL BE AS PER DETAILS MENTIONED IN THE EOI.

ANY ADDITIONAL TERMS & CONDITION / DEVIATION MENTIONED IN THE PRICE BID SHALL BE SUMMARILY IGNORED AND MAY LEAD TO REJECTION OF THE PRICE BID.

**PRICE BID OR ANY INDICATION OF PRICES SUBMITTED WITH TECHNICAL  
EOI, IF ANY, SHALL BE IGNORED FOR THE PURPOSE OF EVALUATION.**