



**Indian Oil Corporation Limited
Pipelines Division**

EXPRESSION OF INTEREST FOR HIRING 01 (ONE) NUMBER OF FULLY FURNISHED FLAT/DUPLEX HAVING 04 ROOMS WITH L/B, DRAWING CUM DINING HALL, KITCHEN ETC. ON LEASE RENT BASIS FOR ESTABLISHING IOCL's TRANSIT CAMP AT AHMEDABAD

INSTRUCTIONS TO THE APPLICANTS / BIDDERS

Submission of EOI:

Sealed offers are invited on a two-bid system i.e. (a) Technical Bid & (b) Price Bid from interested parties offering an 01 (one) number of fully furnished flat/duplex having 04 rooms with attached L/B, drawing cum dining hall, kitchen etc. of minimum carpet area 2000 sq. ft. on lease rent basis to Indian Oil Corporation Limited (Pipelines Division) for establishing Transit Camp at Ahmedabad City (Gujarat).

Pre-Requisites:

1. 01(one) number of fully furnished flat/duplex having 04 rooms with attached L/B, drawing cum dining hall, kitchen, parking space for 2 nos. of four wheelers, dedicated water tank, separate electricity connection, utility space for washing machine, RO, lift facility (for multistorey building), etc.
2. All bathrooms should have an attached toilet (European), wash basin & exhaust fan.
3. Kitchen should have modular cabinet fittings.
4. Dining area should have minimum sitting capacity of 06 persons. All electrical fitting & switches should be in working condition and free from any damage.
5. A balcony is preferred in the offered premises. Floor tiles shall be available in the property.
6. 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/duplex to IOCL.
7. Separate entrance should be available on the offered property.
8. Public transportation should be available nearby or available as and when basis.
9. Owner should have clear title deed for the offered premises and the property should be free from encumbrances.
10. Proper security/CCTV shall be provided in corridor/ common areas by the owner of property.
11. 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-notice>



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

1. **Technical Bid (Part-I):** As per prescribed format (Annexure-B)
2. **Price Bid (Part-II):** As per prescribed format (Annexure-C)

The EOI is to be submitted in 02 (two) 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 "Hiring 01 (one) number of fully furnished flat/duplex having 04 rooms with L/B, drawing cum dining hall, kitchen etc. on lease rent basis for establishing IOCL's Transit Camp at Ahmedabad".

The cost offered by the party shall not appear in any manner in the Technical Bid (Part-I). The Expression of Interest would be liable for rejection if cost appears in any manner in Technical Bid (Part-I). 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:

**Senior Human Resource Manager,
M/s Indian Oil Corporation Ltd,
Western Region Pipelines, Koyali
Construction Office, Qtr. No. 3/115 – 3/120, Gujarat Refinery Township
P.O. Jawahar Nagar Vadodara – 391320, Gujarat
Tel No: 02652307971 / 9099066011**



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GENERAL INSTRUCTIONS AND TERMS AND CONDITIONS:

1. The offered flat/duplex should be situated within Ahmedabad municipality area, preferably in Shella, South Bopal or Chandkheda area.
2. The offered flat/duplex should be well furnished (as per the requirement indicated in this document) and ready to use with all basic amenities such as water, electricity, approach road etc. and should be situated in an area which is easily approachable, road facing property with clean surrounding preferably on main roads and in no case deep inside any area and located in small arterial roads.
3. The offered property should be preferably freehold.
4. Owner shall provide the entire offered premises duly painted and in neat & clean condition along with all fixtures in proper operating condition after ensuring completion of required repair/maintenance works.
5. The premises should have an adequate power connection for intended use and sufficient water storage and sewage connection. In case of need, should get load increased as per actual load requirement.
6. Parking space for minimum 02 numbers of four-wheelers should be available. The parking should be contiguous and well demarcated.
7. The premises should comply with all statutory municipal laws and bye laws including fire & safety.
8. The representatives of IOCL shall visit the property/house/apartments for physical verification, location & observe the status of property and nearby 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.
9. IOCL may request Government Approved Valuers to work out rent payable for the selected property. Owner shall provide all required/requested documents/deeds/contracts/affidavits/applications/papers/bills/challans/drawings/designs/certificates, etc. in original/attested/ notarized/ certified copies for the purpose of determination/evaluation/certification of rent. Owner shall grant access to Valuers or its representatives and make necessary arrangements for the inspection of the premises preferably as per their convenience.
10. Successful Tenderer will have to present original documents for verification to the tender inviting authority, within 7 days from date of intimation.



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11. IOCL shall issue LOI/LOA in the name of applicant/owner(s) on approval of the proposal by the competent authority.
12. Subsequently a Lease Deed shall be executed on fulfilment of all required conditions such as all required statutory and legal compliances to the best satisfaction of the IOCL.
13. Payment of the above shall be made on monthly basis through E-Payment Mode.
14. IOCL will ensure that the payment will be settled within the due date. However, in case of any delay in making the payment, IOCL shall not be liable for any compensation to the successful bidder.
15. Necessary Tax Deduction at Source (TDS) etc. will be deducted from the bill amount and IOCL will give TDS certificate within reasonable time. Successful bidder should submit documents as per instructions of Engineer In-charge along with invoice for payment on monthly basis.
16. The bidder can offer extra facilities but no extra payment shall be made. Tenderer should quote the rate in price bid (Annexure-C) only after considering all the land tax, statutory payment on account of property etc. and any expected major maintenance during the lease period.
17. Electricity supply payment shall be made by IOCL directly to authorities as per actuals. Any recovery made by the Department subsequently for the period prior to IOCL's occupation shall be treated as liability of the house owner and the same shall be adjusted against the rent payable to the owner.
18. IOCL reserves the right to appoint third party supervision/ inspection agency for supervision of works on behalf of IOCL.
19. The lease period / contract will be for a period of 05 years and an annual increment in rent @10% per annum shall be provided by IOCL. However, in case of unsatisfactory performance of the party, the contract can be terminated by giving 03 (three) months advance notice by IOCL.
20. The offers received after the due date shall not be considered.
21. IOCL shall not be responsible for any postal/courier or other delays and the applicant should take care to ensure the submission of offer at the above-mentioned place before due date.
22. Offers submitted by e-mail/fax/telegram will not be accepted.



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23. All corrections & alterations in entries of bid papers shall be signed in full with date by the bidder. Erasers or overwriting are not permissible. Use of correcting fluid is strictly prohibited. If the rates are corrected with white/erasing fluid, the bids will be summarily rejected.
24. Each page of all the chapters/sections of bid documents shall be initialized at the lower right-hand corner or signed wherever required in the bid documents by the owner of the property.
25. No conditions shall be mentioned in the Price Bid document.
26. 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).
27. 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 lease any of the property from the shortlisted offers.
28. Conditional bids shall be rejected.
29. Tender documents submitted by tenderer shall become the property of the IOCL and IOCL shall have no obligation to return the same to the tenderer.
30. The tender documents should be sealed properly. The offers received in envelope without proper sealing shall be liable for rejection.
31. Legal due diligence of land/land with building/built-up floor(s) offered for rent shall be done by the IOCL.
32. The Bid Inviting Authority reserves the right to accept any bid or to reject any or all bids at its sole discretion without assigning reasons thereof. The Bid Inviting Authority does not bind itself to accept the lowest bid.
33. 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).
34. The unilaterally revised offer/rates received from the applicants, after the conclusion of the process of negotiations, shall not be entertained under any circumstances.
35. The technical committee from IOCL shall visit the premises being offered for Transit Camp at Ahmedabad. Bidder should have no objection in showing their premises to the



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visiting Officials, to allow them to take measurement, if desired so, to aid them to further evaluate the Offer.

36. The Bid Inviting Authority reserves the right to reject any or all of the tenders or any part of a tender so received, and no compensation shall be paid for the efforts made by the bidder. Reasons for rejection shall be disclosed on written representation by the concerned bidder whose bid is rejected.
37. All applicable statutory charges i.e. all taxes like income tax, municipal taxes, house tax, property tax, water tax, cess and/or any other levy and all maintenance charges (society charges, if any) etc., in respect of the premises, due to the State Government, Central Government or other local or civic authorities, shall be payable by the house owner and the house owner to quote monthly rent accordingly on Lump sum basis.
38. GST on rent shall be paid at applicable rate as per rules upon production of GST registration certificate and GST invoice.
39. After opening of the Technical Bids, if required clarifications may be sought from the bidders on technical details offered/submitted by the bidder.
40. Possession of the premises will be handed over to IOCL within 30 days from signing of the agreement and rent shall be payable from the date of possession. Accordingly, the lease period shall be deemed to have commenced from the date of possession of the premises.
41. Property should be free from and not adjacent to Railway lines/crematoriums/burial grounds etc.
42. Facilities like 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.
43. The premises offered should have adequate fire safety measures installed as per the statutory requirements.
44. The space offered should be free from any liability and litigation with respect to its ownership, lease/renting and there should be no pending payments against the same.
45. The premises offered must be officially allowed for use as Transit Accommodation. Necessary approvals for the same will be the sole responsibility of the owner.
46. Minor repair jobs required in the premises for the convenience of IOCL shall be done by IOCL. However, the owner shall arrange for major repairs & maintenance as & when informed by IOCL.



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47. IOCL shall be free to take telephone, cables, internet or any other such connection for its use in the leasehold premises and shall be free to have the electricity load extended as per its requirement.
48. List of fixtures and fittings shall be jointly signed at the time of taking possession of the house.
49. During the lease period, the owner shall not construct any structure in offered area without permission from IOCL.
50. The stamp duty and registration charges payable on the Instrument of Lease Rent Agreement and any other documents towards the lease rent of premises shall be borne by the IOCL.
51. All the pending dues prior to leasing out property to IOCL will be borne by the owner(s) of selected property.
52. IOCL shall release payment only by RTGS, to the legitimate owner of property or the company owning it.
53. **ARBITRATION:** In case of any dispute or difference arising in relation to meaning or interpretation of the agreement, the authorized official of 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.
54. **JURISDICTION:** The venue of the arbitration shall be Vadodara, provided that the Arbitrator may with the consent of the Lessee and the lessor agree upon any other venue.



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Annexure -A

**EVALUATION METHODOLOGY
(Qualifying Criteria more than or equal to 80 marks)**

All offered properties shall be evaluated based on marking scheme of different selection criteria and shall be ranked in order of merit based on marks achieved in technical evaluation (T1 (highest marks), T2, T3...

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

| Sl. No. | Criteria/ Facility Parameter | Marks Allotted | Marks Obtained |
|----------------|---|-----------------------|-----------------------|
| 1. | Availability of electricity/portable water/sewer line <i>(5 marks to be allotted if electricity/portable water/sewer line is available or 0 mark to be allotted if either of the facilities is not available)</i> | +5/0 | + |
| 2. | Availability of approach road <i>(5 marks to be allotted if motorable access road connecting to the Property is available or 0 mark to be allotted if no access road is available /width of road is less than 40 ft.)</i> | +5/0 | + |
| 3. | Non-availability of overhead HT electric line overhead power lines, oil pipelines/open drainages/railway lines (free from & not adjacent to)/ crematoriums (free from & not adjacent to)/burial grounds (free from & not adjacent to)/religious structure, etc. <i>(5 marks to be allotted for non-availability of facilities as above or 0 mark for availability)</i> | +5/0 | + |
| 4. | Availability of bedrooms as per requirement <i>(10 marks to be allotted for each bedroom meeting the required minimum area of 150 sq. ft. and having attached L/B or 0 mark for not meeting the criteria)</i> | +40/0 | + |
| 5. | Availability of drawing room and dining hall <i>(10 marks to be allotted if cumulative area of drawing room and dining hall is minimum 300 sq. ft. or 0 mark for not meeting the criteria)</i> | +10/0 | + |
| 6. | Availability of kitchen with store <i>(5 marks to be allotted if kitchen with store having min area 120 sq. ft. is available or 0 mark for not meeting the criteria)</i> | +5/0 | + |
| 7. | Availability of caretaker room <i>(5 marks to be allotted if caretaker room/space is available or 0 mark if not available)</i> | +5/0 | + |
| 8. | Availability of parking area <i>(10 marks to be allotted if parking area for minimum 02 four-wheeler is available or 0 mark if not available)</i> | +10/0 | + |
| 9. | Availability of lawn <i>(5 marks to be allotted if lawn is available or 0 mark if not available)</i> | +5/0 | + |
| 10. | Availability of open sit out/balcony <i>(5 marks to be allotted if open sit out/balcony is available or 0 mark if not available)</i> | +5/0 | + |
| 11. | Any other <i>(Suitability of the property, overall look and ambience as decided by Evaluation Committee)</i> | +5/0 | + |
| | Total marks obtained in Technical Section | +100 | + |

Note:

- Offer securing maximum marks will be termed as T-1.
- Negotiation shall be carried out by an approved Committee with T1 Property owner. In case of failed negotiation, the next best suitable property offer (T2) shall be considered for negotiation and so on.



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Annexure-B

**FORMAT FOR SUBMISSION OF TECHNICAL BID
(To be submitted separate in sealed Envelope - I)**

To,
Senior Human Resource Manager,
M/s Indian Oil Corporation Ltd,
Western Region Pipelines, Koyali
Construction Office, Qtr. No. 3/115 – 3/120, Gujarat Refinery Township
P.O. Jawahar Nagar Vadodara – 391320, Gujarat
Tel No: 02652307971 / 9099066011

| Sl. No. | Details of Owner/Builder/Firm/Vendor (called hereby as Lessor) | Applicant to give details in the column without any overwriting or use of correction fluid/white fluid. Correction(s) if any should be neatly cut and duly initiated |
|------------|--|--|
| 1.0 | Details of the lessor/the legal owner(s) | |
| 1.1 | Name of the lessor/the legal owner(s) (if more than one, the bidder has to give names of all the owners) | |
| 1.2 | Address of the lessor Phone No. Mobile No. E-mail ID | |
| 1.3 | PAN No. of the lessor (copy of PAN card to be enclosed with the offer) | |
| 1.4 | Aadhaar No. of the lessor (Copy of Aadhar card to be enclosed with the offer) | |
| 1.5 | GST Registration No. of the owner if applicable (Copy to be submitted) | |
| 1.6 | Name of the contact person duly authorized Constituted attorney of the owner(s) and contact details | |
| 2. | Details of the property | |
| 2.1 | Name of the building | |



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| Sl. No. | Details of Owner/Builder/Firm/Vendor (called hereby as Lessor) | Applicant to give details in the column without any overwriting or use of correction fluid/white fluid. Correction(s) if any should be neatly cut and duly initiated |
|----------------|--|---|
| 2.2 | Address of Property | |
| 2.3 | Area: a) Total built-up area in sq. ft.: b) Total carpet area in sq. ft.: c) Details floor-wise for independent building: d) Details flat-wise for apartments: | |
| 2.4 | Location of offered premises within the property | |
| 2.5(a) | Undertaking stated that property is free from any kind of legal disputes | |
| 2.5(b) | Details of encumbrances, if any. | |
| 2.6 | Usage of the property a) Residential b) Commercial c) Residential cum commercial | |
| 2.7 | Whether the property offered is a multi-storied building a) No. of floors in the building b) At which floor, the premises are offered | |
| 2.8(a) | Whether the plot is free hold or lease hold? | |
| 2.8(b) | If lease hold, please mention the details of i Name of the title Holder/Lessor ii Tenure of the land iii Residual lease period | |
| 2.9 | Whether the property is mortgaged? If yes, mention the details of a) Name of the organization where the property is mortgaged b) Address of the organization with phone no. c) Amount of loan availed d) Residual mortgaged period | |
| 2.10 | Area of the plot in sq. ft./ sq. meter | |



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| Sl. No. | Details of Owner/Builder/Firm/Vendor (called hereby as Lessor) | Applicant to give details in the column without any overwriting or use of correction fluid/white fluid. Correction(s) if any should be neatly cut and duly initiated |
|---------|---|---|
| 2.11 | Schedule of the plot i.e. boundaries of the plot on North East South West | |
| 2.12 | Whether the locality has protection from adverse influence such as encroachment, industrial nuisance, noise etc. | |
| 2.13 | Date on which office premises can be handed over to IOCL after finalization of the deal. | |
| 3.0 | Services | |
| 3.1 | Whether lift facility is available in the premises: a) If yes, no. of lifts for the premises offered & capacity b) Whether emergency power available for lift operation | |
| 3.2 | Please indicate source of water supply | |
| 3.3 | Is bore well provided? If so, what is the yield? | |
| 3.4 | Capacity of the overhead tanks feeding to the offered premises under consideration for leasing. | |
| 3.5 | Whether the building and surrounding area is prone to flooding? | |
| 4.0 | Electricity | |
| 4.1 | a) What is the connected load to the building in KW/KVA b) Type of electric connection c) Sanctioned load – in KVA (3 phase / 1 phase) | |
| 4.2 | Whether ELCB is provided? | |
| 5.0 | Common Services | |
| 5.1 | Four-wheeler parking | |
| 5.2 | Two-wheeler parking | |



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| Sl. No. | Details of Owner/Builder/Firm/Vendor (called hereby as Lessor) | Applicant to give details in the column without any overwriting or use of correction fluid/white fluid. Correction(s) if any should be neatly cut and duly initiated |
|------------|---|---|
| 5.3 | Details of the fittings, fixtures in the premises, if any: a) Fans b) Electrical Light c) AC d) Exhaust Fans e) Any other details | |
| 6.0 | Other information | |
| 6.1 | Whether any ready-built flats/office premises have been constructed and sold by the Builder to any Government/Semi Government bodies? If so, please give names and addresses of such clients. | |
| 6.2 | Details of water connection: a) Municipal connection b) Bore well c) Details of Sewage outlet d) Details about water tanks i. Underground ii. Overhead tank iii. Pumping facility for filling water in overhead tank | |
| 6.3 | Approach road size width: | |
| 6.4 | Distances of the premises from nearest: a) Airport b) Railway Station c) Ahmedabad Central Bus stand d) National Highway | |
| 6.5 | Permission is given for making the partitions and making fixtures for electrical power distribution, Computers cabling, telephone cabling, internet connections, cable TV cabling and installation & fixing air conditioners. b) Permission is given for using the terrace of the premises to install cable TV dish and any communication pole/tower for data connectivity for IOCL purpose. | YES/NO YES/NO |
| 6.6 | Details of any additional facilities other than those mentioned in bid/Technical Bid (e.g. interior | |



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| | | |
|----------------|---|---|
| Sl. No. | Details of Owner/Builder/Firm/Vendor (called hereby as Lessor) | Applicant to give details in the column without any overwriting or use of correction fluid/white fluid. Correction(s) if any should be neatly cut and duly initiated |
| | furnishings, air conditioning etc.) provided by the bidder/Lessor | |

DETAILS OF THE OFFERED PROPERTY AS PER EVALUATION CRITERIA:

| Particulars | Size (ft x ft) | Attached Toilet Bath (Yes/No) | T/B (Toilet Bath) Size (ft x ft) | Remarks if any |
|----------------------|-----------------------|--------------------------------------|---|-----------------------|
| Bedroom - 1 | | | | |
| Bedroom - 2 | | | | |
| Bedroom - 3 | | | | |
| Bedroom - 4 | | | | |
| Drawing Room | | | | |
| Dining Hall | | | | |
| Kitchen with Store | | NA | NA | |
| Caretaker Room/Area | | | | |
| Parking Area | | NA | NA | |
| Lawn | | NA | NA | |
| Open Sit Out/Balcony | | NA | NA | |
| Any other | | | | |

I/We hereby declare and confirm that the aforesaid premises are free from any legal dispute, vacant 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.

Thanking you,

Yours faithfully,

**Signatures and Left-hand Thumb impression of Owner(s)/
Constituted attorney of the Owner**



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List of documents to be attached with Technical Bid are as below:

1. Consent for renting-out 01 (one) number of fully furnished flat/duplex having 04 rooms with L/B, drawing cum dining hall, kitchen, etc. for establishing IOCL's Transit Camp at Ahmedabad – **MANDATORY**
2. Copy of the layout of the house with offered premises indicated therein - **MANDATORY**
3. Approved drawing from Municipality or any government body of offered building/ flats– **MANDATORY**
4. Copy of Registration Deed/Patta/any other document showing proof of the property in his/her/their name/names indicating ownership – **MANDATORY**
5. Family Tree in case land ownership obtained parentally – **OPTIONAL**
6. Details of landowner(s)/Record of rights (ROR) - **OPTIONAL**
7. Current rent/tax paid receipt - **OPTIONAL**
8. Attested copy of Title Deed/Lease Deed - **MANDATORY**
9. Non-encumbrance Certificate of land issued by legal consultant or by state Government- **OPTIONAL**.
10. 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 the lessor as and when required by the Corporation. Non-submission of such documents as such would render the bid non-responsive.



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LIST OF FURNITURE/FIXTURES REQUIRED IN THE OFFERED PROPERTY:

| Sl. No. | Particulars | Required Furniture/Fixtures |
|----------------|--------------------|---|
| 1. | Each Bedroom | <ol style="list-style-type: none">02 nos. cots of size 6 ft. * 3 ft. or 01 no. cot of size 06 ft. * 6ft with mattress (coir/high density foam) in bedroom.01 no. of 1.5 ton AC for sufficient cooling01 no. of attached toilet with all facility01 no. of storage wardrobe/almirah having sufficient space01 no. of side table for bedroomRequired nos. of fan/tube lights01 no. of table and chairWindows & door curtains |
| 2. | Drawing Room | <ol style="list-style-type: none">02 nos. sofa set with centre table for seating capacity of minimum 06 persons01 no. of LED TV of minimum 43" size01 no. of 1.5 ton AC for sufficient coolingRequired nos. of fan/tube lightsWindows & door curtains |
| 3. | Dining Hall | <ol style="list-style-type: none">Dining table with seating capacity of 06 persons01 no. of 1.5 ton AC for sufficient coolingRequired nos. of fan/tube lightsWash basin with mirrorWindows & door curtains |
| 4. | Kitchen | <ol style="list-style-type: none">Modular kitchen cabinet set-up for storageChimney / Exhaust FanWater purifier with minimum 15 ltr. capacity01 no. of minimum 300 ltr. capacity refrigerator01 no. gas stove with minimum 02 nos. gas burnersRequired nos. of fan/tube lights |
| 5. | Common Facilities | <ol style="list-style-type: none">Inverter set-up for backing up of light, fan, tube lights, etc.01 no. of automatic washing machine of minimum 6-8 kg. capacity |



**Indian Oil Corporation Limited
Pipelines Division**

EXPRESSION OF INTEREST FOR HIRING 01 (ONE) NUMBER OF FULLY FURNISHED FLAT/DUPLEX HAVING 04 ROOMS WITH L/B, DRAWING CUM DINING HALL, KITCHEN ETC. ON LEASE RENT BASIS FOR ESTABLISHING IOCL's TRANSIT CAMP AT AHMEDABAD

Annexure-C

**FORMAT FOR SUBMISSION OF FINANCIAL BID
(To be submitted separate in sealed Envelope - II)**

To,
Senior Human Resource Manager,
M/s Indian Oil Corporation Ltd,
Western Region Pipelines, Koyali
Construction Office, Qtr. No. 3/115 – 3/120, Gujarat Refinery Township
P.O. Jawahar Nagar Vadodara – 391320, Gujarat
Tel No: 02652307971 / 9099066011

Dear Sir,

In response to EOI advertisement for “Hiring 01 (one) number of fully furnished flat/duplex having 04 rooms with L/B, drawing cum dining hall, kitchen etc. on lease rent basis for establishing IOCL’s Transit Camp at Ahmedabad”, the undersigned hereby offer following premises of which undersigned is/are owner(s)/constituted attorney:

| |
|---|
| 1. Full Address: |
| 2. Total built-up area of offered premises: |
| 3. Total carpet area of offered premises: |

I/We hereby offer the above premises on lease to IOCL on the following financial terms:

| Item Description | Quantity (No. of months) | Unit | Lumpsum monthly rent in figures (Rs.) | Lumpsum monthly rent in words (Rs.) |
|--|---|-----------------|--|--|
| Rent for property offered on lease for establishing IOCL’s Transit Camp at Ahmedabad | 60 | Month | | |
| Total amount for five years including all taxes but excluding GST: | | | | |
| In figures Rs..... | | | | |
| In words Rs..... | | | | |
| Applicable GST (%) | In figures | In words | | |



**Indian Oil Corporation Limited
Pipelines Division**

EXPRESSION OF INTEREST FOR HIRING 01 (ONE) NUMBER OF FULLY FURNISHED FLAT/DUPLEX HAVING 04 ROOMS WITH L/B, DRAWING CUM DINING HALL, KITCHEN ETC. ON LEASE RENT BASIS FOR ESTABLISHING IOCL's TRANSIT CAMP AT AHMEDABAD

Note:

1. Lumpsum rental shall be quoted inclusive of basic rent plus all applicable statutory charges i.e. all taxes like income tax, municipal taxes, water tax, house tax, property tax, cess and/or any other levy and all maintenance charges (society charges, if any) etc., in respect of the premises, due to the State Government, Central Government or other local or civic authorities. The quoted rental value is exclusive of Goods and Service Tax (GST) only. No extra rent shall be paid for parking area & common area usage.
2. Carpet area does not include common area & parking.
3. Monthly rent quoted for an initial period of 60(Sixty) months.
4. TDS, as applicable, will be deducted from the monthly rent.
5. GST, as applicable, shall be paid extra upon submission of documentary evidence.
6. The electricity charges on actual are payable separately by the lessee.

Place: _____

Date: _____

Thanking you,

Yours faithfully,

**Signatures and Left-hand Thumb impression of Owner(s)/
Constituted attorney of the Owner**



**Indian Oil Corporation Limited
Pipelines Division**

EXPRESSION OF INTEREST FOR HIRING 01 (ONE) NUMBER OF FULLY FURNISHED FLAT/DUPLEX HAVING 04 ROOMS WITH L/B, DRAWING CUM DINING HALL, KITCHEN ETC. ON LEASE RENT BASIS FOR ESTABLISHING IOCL's TRANSIT CAMP AT AHMEDABAD

Annexure-D

EVALUATION METHODOLOGY

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



**Indian Oil Corporation Limited
Pipelines Division**

EXPRESSION OF INTEREST FOR HIRING 01 (ONE) NUMBER OF FULLY FURNISHED FLAT/DUPLEX HAVING 04 ROOMS WITH L/B, DRAWING CUM DINING HALL, KITCHEN ETC. ON LEASE RENT BASIS FOR ESTABLISHING IOCL's TRANSIT CAMP AT AHMEDABAD

Annexure-E

FORMAT FOR THE ADVICE OF VENDOR BANK DETAILS

To

Senior Human Resource Manager,
M/s Indian Oil Corporation Ltd,
Western Region Pipelines,
P.O. Jawahar Nagar
Vadodara - 391320, Gujarat
Tel No: 02652307971 / 9099066011

Dear Sir,

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

| Sl. 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.