

## Notice for submission of proposal for Empanelment of Hostel Accommodation for the Students of IIIT LUCKNOW

June 24, 2024

Invitation to provide the Student Hostel accommodation for up to minimum 300-325 Boys Students on Twin/triple sharing basis for a period of two years.

Last date for submission of Proposal	15.07.2024 (05:00 P.M.)
Opening of Proposal	16.07.2024 (11:30 A.M)

Indian Institute of Information Technology Lucknow(IIITL) intends to empanel suitable parties to provide hostel accommodation for the students of IIIT Lucknow on rental basis (rent per student per month). The period of empanelment shall initially for a period of one years, which can be extended by two more years on yearly basis subject to satisfactory performance at the same terms and conditions. Type of accommodation shall be single/twin/triple sharing basis.

All interested parties are requested to send their quotes in the sealed cover which should be superscribed as **Proposal for Empanelment to provide the Hostel Accommodation for the students of IIIT Lucknow**. The sealed proposal should reach the above address on or before 15<sup>th</sup> July by 05:00 P.M.

**The Sealed Cover must submit the following documents with their proposal:**

1. Annexure-I
2. Annexure-II
3. Annexure-III
4. Annexure-IV

IIIT Lucknow

**Terms & Conditions:**

1. Indian Institute of Information Technology Lucknow (IIITL) reserves the right to accept or reject any or all the proposals or cancel this process at any time, without assigning any reason whatsoever.
2. The service provider/party, who do not meet the eligibility criteria; or do not submit all the necessary documents in support of meeting the eligibility criteria; or do not submit documents that are complete and valid; or do not submit proposal with supporting documentation in time shall be disqualified.

**Details****1. Background:**

- a) Indian Institute of Information Technology Lucknow (IIITL) is an Institute of National Importance established by an Act of Parliament under the aegis of Ministry of Education, Govt. of India.
- b) IIIT Lucknow is desirous of hiring of single/double/triple seater room/apartment/Hostel accommodation in one building or contiguous building (in the same compound, premises or complex) for use as hostel for Students (Boys). Offered accommodation must have a provision to **accommodate 300-325 Students (approx). Service providers having additional room/space available for Canteen/Gym/TV room, etc. shall be preferred.**
- c) Interested parties are requested to download the documents from [www.iiitl.ac.in](http://www.iiitl.ac.in) or <https://eprocure.gov.in/epublish/app>. Any corrigenda or amendments will be posted on the Institute's website only and the parties are advised to keep visiting the Institute's website regularly for updates/changes.
- d) Offers are invited from service provider directly (no brokers) based on the eligibility criteria and general terms and conditions mentioned below. Interested service provider may download the copy of the document from websites, i.e. [www.iiitl.ac.in](http://www.iiitl.ac.in) or <https://eprocure.gov.in/epublish/app>.
- e) A Committee duly constituted by the Competent Authority of IIITL would evaluate and short list the proposal submitted by the service provider.
- f) Members of the Committee may visit for inspection the premises/building of only those shortlisted parties who meet the eligibility criteria.

**2. Eligibility criteria:**

Refer to Annexure-1 (Requirement and Specifications Document)

### 3. Other Terms and Conditions:

- a) The empaneled party should be the owner or competent/duly authorized to rent the premises being offered. The proposal shall be accepted only from the party/owner/service provider of the property. Offers from brokers will not be entertained. No brokerage shall be paid for taking the property for empanelment.
- b) The responsibility for payment of all types of taxes such as property tax, municipal tax, taxes for utilities etc. shall vest solely with the service provider.
- c) The properties offered for empanelment shall have clear title and shall be free from all encumbrances, liabilities, disputes and litigations with respect to ownership and shall have all the required regulatory and statutory approvals/permissions from the competent authorities, for use as hostel accommodation.
- d) The service provider must ensure that the accommodation offered for empanelment shall be ready to use within 30 days from the date of signing of agreement/MoU.
- e) The service provider shall provide Furniture viz. Bed, Table, Chair, and, Almirah, electrical, sanitary and other fittings and fixtures etc. and maintain the same in good, working and useable condition. If any furniture is broken while staying, its cost shall be borne by the student itself. This includes any damages caused due to or arising out of flux of time or natural and reasonable wear and tear. Furthermore, the rate must be limited to the price of the damaged product(s) as decided by mutual consent between the IIIT Lucknow and the Service Provider and after applying applicable depreciation rates.
- f) Incomplete proposals, proposals received late, proposals not conforming to the specifications and/or the instructions contained herein, will be rejected summarily.
- g) Any form of canvassing/influencing will attract rejection of proposal submitted by the party and the Institute reserves the right to take such penal action (e.g. blacklisting the Party for the present and future etc.) as it deems fit.
- h) Irrespective of the offers received or their competitiveness, the final decision on choosing accommodation or no accommodation at all, will vest in entirety with the IIIT Lucknow.
- i) The party is expected to examine all instructions, terms and specifications in the notice document. Failure to furnish all information required or to submit a proposal not substantially responsive to the notice document in every respect will be at the party's risk and may result in the rejection of the proposal. Prior to detailed evaluation, the Institute (IIITL) will determine the substantial responsiveness of each proposal to the notice document. A substantially responsive proposal is one which conforms to all the terms and conditions of the proposal and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification criteria, maintenance of premises, availability of regulatory/statutory approvals and clearances, ready and explicit willingness to accept and honour the terms and conditions of the empanelment etc. will be deemed to be material deviations. If a proposal is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the party by correction of the non-conformity. The Institute will evaluate and compare the Price/Financial/Commercial proposals of only those technical proposals which have been determined to be substantially responsive. The Institute will award the contract to the successful party who has been determined to qualify to perform the Contract satisfactorily, and whose proposal has been determined to be substantially responsive, and is the lowest evaluated proposal.
- j) Offers received from Government Bodies/Public Sector Undertakings/State Housing

Boards, academic institute's, etc., would be given preference.

- k) The premises should have all required electrical fixtures and fittings, such as switches, power points, fans, lights, etc. in the rooms.
- l) Light fitting, power sockets, etc., should be provided as per standard designs by the Party.
- m) The offered space should be in a ready to occupy condition with approved electricity, water, sewerage connections, etc. The electric power load available and the specifications of power back-up should be clearly indicated.
- n) Flooring should be standard quality. The internal and external walls and ceiling should be properly finished and painted.
- o) There should be an additional generator set connected and the electrical connection in the premises/common area of the building as required time to time. In case of power failure generator to be operated at least between 07.00 PM to 12.00 midnight.
- p) If at any stage it is found that any of the details/documents furnished by the party is/are false/misleading/fabricated, its proposal would be liable for cancellation without intimation to the party.
- q) The offer should remain valid for six months. During the validity period of the offer, the party should not withdraw/modify the offer in terms of area/space and price and other terms and conditions quoted in the Technical Proposals. The party is required to submit an undertaking on non-judicial stamp paper of required value duly signed by the rightful owner or its power of attorney holder that the party shall not back out/cancel the offer/offers made during the validity period.
- r) The Agreement/MoU will be for an initial period of one years and could be extended further with mutual consent and on mutually acceptable terms and conditions, for further periods to two years on yearly basis subject to the satisfactory performance during the period of the contract.
- s) Notwithstanding anything contained above, the Institute reserves the right to reject all or any proposal and is not bound to divulge any reason to the unsuccessful parties.
- t) Agreement/MoU shall be signed between the Institute (IIIT Lucknow) & the service provider/party/owner.
- u) All the terms & conditions of the Institute shall be binding on the Service Provider.

**4. Rental Payments:**

**Payments shall be made on semester/yearly basis (as decided by the Institute) by the student directly to the service provider.**

**5. Terms of Termination of Service Agreement**

The service agreement can be terminated by either side by giving a notice of not less than three months.

**6. Arbitration**

All disputes about the execution of contract shall be settled under the provisions of Arbitration and Conciliation Act 1996 and the rules framed there under and in force shall be applicable to such proceedings. **The Competent Authority of IIIT Lucknow or his/her nominee shall be the Arbitrator from institute side. Similarly, the Competent Authority of Service provider or his/her nominee will be the Arbitrator from other side. However, if this option is not possible then a mutually agreed by both parties a qualified senior nominated person can work as an arbitrator. The costs of arbitration shall be borne equally by both the parties.**

**7. Security Deposit**

IIIT Lucknow will not pay any deposits (security, advance etc.) to the service provider.

**8. Jurisdiction**

- a. A joint team of Director, IIIT Lucknow and service provider or his nominee shall be responsible for settlement of any dispute, and his/her interpretation of any clause/term/condition(s) of this document shall be final and binding, and the jurisdiction of Court of Law shall be Lucknow.
- b. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Lucknow only.

**9. Miscellaneous**

Due weight will be given to offers that have space / provision for sports, Gym / games like badminton, table tennis, caroms etc. for the use by students.

**General terms & conditions:**

1. Tender Value: The tender value is purely tentative, and the calculation is based on Rent Per Student Per Month X 24 Months X No. of Students.
2. The Institute may empanel one or more than one service provider for providing hostel accommodation for the students of IIIT Lucknow.
3. The Monthly Rent is to be paid by the Student directly to the service provider(s).
4. A List of Empanelled service providers shall be prepared by the Institute on the basis of proposals shortlisted by the Evaluation committee.
5. There is no bar to empanel only with the lowest quoted bidder as the rates depend on various factors.
6. In case of non-adherence to any terms & conditions as mentioned in the aforementioned notice or without assigning any reason, the Institute may terminate the empanelment with the service provider(s) at any time during the period of empanelment/agreement.
7. The students have to pay rent on a semester basis (every six months) in advance to the service provider. If a student vacates the hostel during the middle of the semester, the service provider must refund the fee for the full vacated month only. No refund shall be given for the remaining days in the vacated month

Sl. No.	Required Specifications of the property	Yes / No	Sizes, Dimensions, etc. as applicable, along with units of measurement. Also, highlight deviations (if any) from the requirement specification(if applicable)
(1)	(2)	(3)	(4)
1	Offer on empanelment for (at least) two years		
2	Furniture viz. Bed, Table, Chair & Almirah is to be provided by the party		
3	Offer accommodation basis is in a single building or in contiguous buildings within the same premises /complex		
4	Offer property/building is exclusive to IIIT Lucknow		
5	Whether the offered property is in a residential locality		
6	<u>Property is located within about 3 kms radius from IIIT Lucknow</u>		
7	<u>Adequate number of rooms in the property offered to accommodate 300-325 students</u>		
7(a)	<u>Adequate number of rooms in the property on single sharing basis in each room.</u>		
7(b)	<u>Adequate number of rooms in the property on twin sharing basis in each room.</u>		
7(c)	<u>Adequate number of rooms in the property on triple sharing basis in each room.</u>		
8	Additional rooms available for a having a Canteen / Gym / TV Room/ etc.		
9	24-hour electricity supply		
10	24-hour running water supply for drinking and utility purposes.		
11	The property offer has adequate privacy and security and whether facility of watch and ward staff exists5		
12	<u>The property offer has fire protection and whether suitable equipment/arrangements to ensure the same are available in good working condition as mandated by the competent authorities</u>		

Sl. No.	Requirement Specifications for the offered property	Yes / No	Sizes, Dimensions, etc. as applicable, along with units of measurement. Also, highlight deviations (if any) from the requirement specification
13	<u>Single/Double/Triple sharing Room with attached or common wash room</u>		
14	Individual geysers or running hot water facility is available in all the bathrooms		
15	Exhaust fans in toilets		
16	Staircase well-lit and fit for use (free from obstructions)		
17	Permanent electrical & water supply connections from the government authorities concerned, facility of potable water.		
18	CCTV for common areas such as corridors, parking area, cellar, basement, staircase etc.		
19	Power back-up (Generator set)		
20	Fire extinguishers as per the government norms		
21	Ceiling fans in all rooms/Lighting in rooms, washrooms, common areas etc.		
22	Internet Facility		
23	<u>Dining hall in Ground / basement or on terrace/ flat.</u>		
24	<u>Provision for washing machines for washing cloth on payment basis</u>		
25	<b>Maintenance &amp; Services (at Party's Cost)</b>		
27	<u>Housekeeping on daily basis by providing adequate persons</u>		
28	<u>Security on round-the-clock basis</u>		
29	<u>Plumber, Carpenter, Electrician, etc. for attending to repairs and maintenance, on call basis</u>		
30	Provision for Waste disposal and sewage disposal		
31	Security available		
32	Any other facilities to be offered by Service Provider/party		

**Property particulars:****Application form**

SI.no	Particulars	Details / Specifications
1	Name of the person / party holding title to the property	
2	Complete Address and location of the Building	
3	Distance of the offered property in kms. from IIIT Lucknow	
4	Total area offered for empanelment (per flat/Room; & No. of flats):	
	No. of floors in the building	
	No. of flats/ Room per floor	
	No. of bed rooms per flat	
	Total no. of rooms per flat	
	Room-wise dimensions	
5	Facilities and amenities available in the building	
6	Copy of the title deed of the property (to be attached)	
7	Undertaking from owner/party/service provider that the accommodation offered is free from all encumbrances, liabilities, disputes and litigations with respect to its ownership and that it has all required approvals/permissions from the competent authorities, for use as hostel accommodation(to be attached)	
8	Whether parking space available	
9	Whether space for sports/games available	

**Party's Particulars**

Sl.No	Particulars	Details
1	Party's name/ Organization Name	
	Whether Owner or Power-of-Attorney (POA) Holder	
	If POA holder, whether POA specifically mentions authorization to rent/rent out the property	
	Is the POA registered?	
	Is the POA valid currently?	
2	Address for communication	
3	<b>Contact Details</b>	
	Name of the Owner/POA Holder	
	Designation	
	Telephone Number office	
	Mobile Number	
	Email Id	
4	PAN Number	
5	☒ Service tax registration number	
6	Aadhaar Number	
7	<b>Bank Particulars</b>	
	Account name	
	Type of A/c: (SB/CA/CC)	
	A/c No.	
	IFS Code	
	Name of the Bank	
	Branch	

**Price Proposal**

<b>Item No</b>	<b>Description of Item</b>	<b>Per month Charges In Rs</b>	<b>Total in Rs</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>
<b>1</b>	Rent for single sharing basis room (Incl. of GST, Maintenance Charges, Electricity, Water and other allied charges) per room per month along with all the facilities and amenities, in the building(s) as a whole and in the rooms as sought in the notice.		
<b>2</b>	Rent for twin sharing basis room (Incl. of GST, Maintenance Charges, Electricity, Water and other allied charges) per student per month along with all the facilities and amenities, in the building(s) as a whole and in the rooms as sought in the notice.		
<b>3</b>	Rent for triple sharing basis room (Incl. of GST, Maintenance Charges, Electricity, Water and other allied charges) per room per month along with all the facilities and amenities, in the building(s) as a whole and in the rooms as sought in the notice.		
<b>4</b>	Mess charges per student per month (incl. of all taxes)		

**Note: In case of any change in GST rate the room rent will change accordingly.**