TENDER NOTICE

Sealed tenders are invited from government agencies/public sector units/expected builder/landlords for suitable office accommodation on rental basis (preferably located near all major Mumbai Local railway lines) on the following terms and conditions:-

a. The building should be situated at convenient location in Mumbai preferable near other offices of Central Board of Indirect Taxes and Customs (CBIC), Ministry of Finance, Department of Revenue, Government of India.

b. The building should be located at a place well connected by Mumbai Local Train lines i.e. it should be at the intersection or have access from all lines namely Harbour, Central and Western Lines of Mumbai Local Railways.

c. The building should have carpet area of 6000 to 6500 sq.ft. with ample parking facility, at least 10 parking facility for office and staff vehicles, and adequate number of washrooms (ladies and gents)

d. The total area offered should be contiguous and located on one floor with adequate number of lifts and stairs to reach/evacuate.

e. The premises should have 18 chambers and partitioned cubicles for staff, sufficient space for storage facility/Godown with electric and workplace fittings, cabins with appropriate air conditioning. In case the premises is not yet ready with partitions/cabin the rent period shall start from the date of completion of such partitioning ready for occupation. Such partitioning /furnishing shall be at the responsibility of the lessor/landlord/owners/manager.

f. No security deposit will be made as the tenant is an organization under Ministry of Finance under Government of India.

g. The lease period shall be for 05 years, extensible on need basis or on mutual understanding and will be with fixed rent mandatorily for 3 years. Any provision for enhancement of rent thereafter, shall only be made as per FRC/Rent Responsibility Certificate obtained from CPWD.

h. The technical bid should be accompanied by the following document.

i. Location Map.

ii. Copy of agreement for acquisition of property.

iii. Approved Plan of the accommodation. The premise will be inspected for determining suitability after opening the technical bids.

i. The bid should be based on actual rent i.e. basic rent per unit carpet area and the payable taxes (Local and Central) should be shown separately. The lessor shall be responsible for all repair and refurbishing work which include white wash/ painting etc. All the common amenities available in complex shall be made available to officers of this unit.

t. Tax portion shall be reimbursed against the evidence of such payment by the owner.

k. The rent will be approved by the competent authority on the basis of recommendation of CPWD (Rent Responsibility Certificate) and the suitability of premises/plan for accommodating staff and officers of the organizations and the owner shall be willing to accept the rates as approved.

l. The interested bidders shall furnish the particulars of their building in two sealed cover i.e.

i. Cover 1 - Contains the Technical Particulars of the building and

ii. Cover 2 - Contains the Financial particular of rent connected to the building.

"Technical Bid" and "Financial Bid separately" must be submitted in two separate sealed envelopes. If these bids are submitted in one envelope, the offer will be summarily rejected. Both the said sealed covers shall be kept in one closed sealed cover and same is to be sent by post or in person to reach the undersigned at the above mentioned address on or before 08.03.2021 at 15:00 hrs and all the "Technical Bids" will be opened on the same date at 16:30 hrs in presence of staff and representative of the bidders. Financial Bids of short listed Technical Bids will be opened in due course and respective bidders shall be intimated accordingly.

Tender from can be obtained from the undersigned at the aforesaid address on any working day from 11.00 to 17.00 hours.

(AMIT V. BHATIA)
Assistant Director