

BEML LIMITED
Schedule 'A' Company under Ministry of Defence, Govt. Of India
Address & Location : 206/D1, Bhagirathi, Behind Army Campus,
Bariatu Road, Ranchi- 834009
Mob:9431108531/8987640707/9480585483/9481530014/9483063064

Sub: Request to submit offer for Office Premise on lease basis for a period of 1.5 years.

BEML Limited is a Public Sector undertaking, **Schedule 'A' Company, under Ministry of Defence, Govt. Of India**, having its Registered Office at "BEML Soudha" No.23/1, IV Main, Sampangiram Nagar, Bangalore –560 027. BEML Limited has its regional office at 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi intends to **tender for office premise** for business operations. The premise is to be situated within 5 Kms from CCL Head Quarter, located at Darbhanga House, Ranchi and should be well connected with the main road.

The **Office** will be operated for Marketing of our products like Earth Moving Equipments and Spares. The office premises will be utilized for working of our employees for enabling Sales, Services, etc.

The requirement of Office premises and other related information is mentioned in **Part – I as Technical Qualification / Bid**. The period of the lease agreement shall be 1.5 (one & half) years from the date of signing of the purchase order /lease agreement for the said premises. The Lease agreement can be extended for further period of 1 year on mutual consent of both the parties (BEML & Owner of the Premise) with same terms and condition on mutual agreed terms.

The interested party / agency / firm shall quote their lowest rates for the **Office** premises as per Price Bid / Commercial format attached herewith as **Annexure – B** and **offer should be valid for 3 months** from the date of closing of this tender.

Name & Signature of Bidder

The party/agency/firm shall submit their quotation in two parts Viz. **Part – I (Technical Bid) & Part – II Commercial Bid (Price Bid)**. Both the envelope i.e. Part – I(Technical Bid) & Part – II(Commercial Bid/Price Bid), to be kept in a third envelope, super scribing in bold letter **“QUOTATION AGAINST YOUR TENDER No. BEML/MR/Ranchi/NIT/20-21/ Date 07.08.2020, addressing to The Regional Manager, BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi and also to be mentioned the person/firm/company/agency name and address, who would like to submit their bid** .and this cover should be submitted at the below mentioned address by Register Post /Speed Post/ Courier or should be dropped in the tender box available at our Office before closing date of this tender. i.e. on or before 14:00 Hrs of **04.09.2021**

The Regional Manager,
**BEML Limited, 206/D1, Bhagirathi,
 Behind Army Campus, Bariatu Road, Ranchi.**

Offer should be valid for 3 months from the date of closing of this tender. The closing date for this tender is **04.09.2021 upto 14:00 hours**. The details of Tender and other schedule of tender etc are furnished below;

Due date & time of submission of the offers, Both Technical Bid (Part I) & Commercial Bid (Part II) / Price Bid, at BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi and to be address to THE REGIONAL MANAGER	04.09.2021 up to 14:00 hours
Date for opening Technical Bids at BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi	04.09.2021 at 15:00 hours
Date for opening Commercial Bids (Only Commercial Bids of Technically qualified bidders) at BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi	Date & time will be intimated later on.

Address of Tenderer	The Regional Manager, BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi
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Please quote your lowest rate **as per the commercial format** and your offer should be valid for 3 (Three) months from the date of closing of this tender.

Both the sealed cover i.e Technical Bid (**Cover No.1**) and Commercial Bid (Price Bid) (**Cover No.2**) have to be put in another single sealed cover (**Cover – 3**) addressed to **Regional Manager, BEML Limited, 206/D1, Bhagirathi, Behind Army Campus, Bariatu Road, Ranchi**, Jharkhand on or before **04.09.2021** on 14.00 hrs, Super scribing in bold letter "**QUOTATION AGAINST YOUR TENDER No. BEML/MR/Ranchi/NIT/20-21/ Date 07.08.2020**" and this cover should be submitted by Register Post / Speed Post/ Courier or should be dropped in the tender box available at our Office before closing date & time of this tender. i.e. on or before 14:00 Hrs of **04.09.2021**

In case of any query the probable bidder can contact either through e-mail on mr@beml.co.in or mkr_hr@beml.co.in or visit our office by taking prior appointment by calling telephone No 9481530014 before closing date for submission of your offer. The closing date for this tender is 04.09.2021

Yours faithfully,
for BEML LIMITED,

Regional Manager,
BEML Limited,
Ranchi

Name & Signature of Bidder

TECHNICAL BID (Part I)
(Separate cover Marked 1)

Technical bid (Part I) :

- i) Documents with respect to Office premises such as Sale Deed, Link Documents with regard to Ownership whether it is single owner or joint, Latest House Tax payment details and other relevant documents / details. Copy of complete Tender document, duly signed & sealed to be submitted along with Technical Bid (Part I)
- ii) Filled in and signed -Technical specification in **Annexure-A** i.e Carpet Area (sq ft) of premise(s) offered, Area (sq ft) of Rooms, number of rooms, Parking area (sq ft) and others information mentioned in **Annexure- A** duly signed and to be submitted along with Technical Bid (Part I)

2. **The bidder should not indicate the price or rate in the Technical Bid and disclosure of Price in Part-I will be summarized as rejected and will be treated as invalid offer.**

3. **TECHNICAL EVALUATION OF OFFICE PREMISE**

The Office premise should meet the following minimum requirements which are mentioned below:

A.	Location & Accessibility of the Premise	:	<ul style="list-style-type: none"> ➤ The premise is to be situated within 5 Kms from CCL Head Quarter, Darbhanga House, Opp. To Raj Bhavan, Ranchi and should be well connected with the main road. ➤ Premises should be well connected with approach road and Main Road. ➤ The area & premises should have proper drainage system so that there should not be water logging.
B.	Age of Building	:	The Building / House / premise should not be more than 10 years old as on Tender closing date.
C.	Total area of the premise	:	<p>The total area of the premises should be in the range of 3300-4000 sq.ft (Carpet Area) for office premise. The office premise can be in any floors (preferably in Ground, first , second or combination of 2 consecutive floor) having lift facility with space in the range of 3300-4000 sq.ft.(Carpet Area). Independent house of carpet area in the range of 3300-4000 sq ft having proper secured boundary wall with Gate will also be considered.</p> <p>Multiple premise on same floor but not more than 3, having carpet area in the range of 3300-4000 sqft will also be considered.</p> <p>Office premise should have a electricity back-up facility through Generator Set. However, for independent house, Generator Space/shed with suitable concrete foundation must be available.</p>

Name & Signature of Bidder

E.	Type / Nature of construction of building:	:	The Type and nature of building should meet the following requirements.
	I. Type of building	:	<ul style="list-style-type: none"> ➤ Independent Building/Independent house/Building with multiple premise [The office premise can be in any floors (preferably in Ground, first , second or combination of 2 consecutive floor)], should have secure boundary and main gate and with parking space for minimum 8 car & 15 two wheeler ➤ Deep Boring with Overhead Tank for continuous water supply ➤ 3 Phase commercial electrical connection
	II. Nature of construction	:	Brick wall & RCC roof Construction.
	III. Rooms	:	<p>Following compartment/requirement to be provided in case of Independent house</p> <ul style="list-style-type: none"> (i) Toilet & washroom (minimum 4 Nos each or combined) (ii) Office Accommodation (iii) Car Parking for minimum 8 car & shed for 15 two wheeler parking (iv) Generator Space/shed with suitable concrete foundation (v) One no. Security Room
F.	Electricity Connection (commercial)	:	The offered premise should have Electricity connection (Commercial) with Independent Meter Reading Unit.
G.	Water Connection	:	The offered premise should have water supply round the clock (24 hours) with overhead water Tank facility and Bore well connection.
H.	Documents to establish ownership right on premise	:	<p>Bidders should submit the copies of the following documents along with Credential Form (Technical Bid).</p> <ol style="list-style-type: none"> 1. Registered Sale Deed /Equivalent Ownership document. 2. Property Tax paid up to date or any applicable taxes. 3. Building Plan approved by notified Govt. authorities.

		<ol style="list-style-type: none">4. Latest Electricity Bills / deposited slip.5. Authorization letter nominating bidder to lease out the premises (In case of joint property) / Resolution of Board in case of property belongs to any establishments or company.6. PAN Card.7. GST Number with Registration Certificate if applicable.
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Technical Bids of the bidders not meeting the above requirements will be rejected and their price bids will not be opened. The decision of BEML Limited on eligibility criteria of the premises and choice of locality and area will be final and binding on all the bidders.

Name & Signature of Bidder

COMMERCIAL BID (PRICE BID)

Submission of Tender: - PART – II

**COMMERCIAL BID (PRICE BID)
(Separate cover Marked 2)**

1. Price Bid Schedule shall consist of the details of the **PRICE ONLY**. The rate should be filled in the format as specified in **Annexure – B**.

The bidders shall quote their offer / rates in Annexure - B (Price Bid) and complete all formalities with reference to the tender conditions and put in a separate sealed envelope super scribed on the top "**Tender Notice No. BEML/MR/Ranchi/NIT/20-21/ Date 07.08.21- "PRICE BID"**".

Submission of Tender: -

1. The agency that meets the Eligibility Criteria mentioned in Annexure – A and agree to fulfil all terms & conditions of this tender, may submit their offers either by **REGISTERED POST/SPEED POST** or in person in Tender Box at BEML Ranchi office as mentioned at para-2 below.

Both the sealed cover i.e Technical Bid (**Cover No.1**) and Commercial Bid (Price Bid) (**Cover No.2**) have to be put in another single sealed cover (**Cover – 3**) Super scribing in bold letter "**QUOTATION AGAINST YOUR TENDER No. BEML/MR/Ranchi/NIT/20-21/ Date 07.08.2021** and this cover should be sent to the below mentioned address by Register Post / Speed Post/Courier or should be dropped in the tender box available at our Office before closing date of this tender. i.e. on or before 14:00 hrs of 04.09.2021. Name and address of the bidder should be given at the bottom left hand corner of the covers.

**The Regional Manager,
BEML Limited
BEML Limited,
206/D1,Bhagirathi, Behind
Army Campus, Bariatu Road,
Ranchi Mob: 9431108531**

2. Envelopes received / offers submitted after the due date / time shall not be accepted.
3. BEML Limited is not responsible for non receipt / delay in receipt of the tender documents.
4. Incomplete Credential Form / Tender will be summarized as **REJECTED** and no correspondence or queries will be entertained further.
5. **The Company reserves its right to accept or to reject any or all the quotations without assigning any reasons whatsoever.**

Name & Signature of Bidder

6. Technical bid will be opened on the same day i.e. closing date of submission of Tender at 15:00 hrs. The commercial bid will be opened after completion of technical evaluation. The date and time of opening of price bid shall be informed through e-mail to the technically qualified bidders. Bidders may depute their representatives to attend the price bid opening on the specified date & time informed by BEML Limited. Representatives of the bidder should carry an authorization letter stating the name of the person is eligible to attend the price bid opening. The authorisation letter to be signed by the owner / partner/ directors of the premises.

7. Incomplete Technical Bids will be rejected summarily.

Thanking you,
Yours faithfully,
for BEML LIMITED,

Regional Manager,
BEML Limited,
Ranchi.

SPECIAL TERMS AND CONDITIONS

1. The bidder shall read and understand the requirement, Special terms and conditions, General terms and conditions and other conditions of the tender before submitting the tender and shall agree to abide by all the terms and conditions mentioned in this tender document and these documents shall form part and parcel of the contract awarded to the bidder. Bidder has to put their signature and stamp (if any) on each page of this tender document and the same to be submitted along with technical bid as a proof of acceptance of all terms & conditions of this tender.
2. The bidder shall enter the RATES IN FIGURES as well as in WORDS against each item. In case of any discrepancy between the two, the lower of the two will be considered.
3. The bidder shall sign on all pages of the tender documents and submit the same along with the Technical Bid.
4. All the columns in the tender form should be filled without leaving any column blank in any page of the tender and unrelated Column should be marked as "NA".
5. Offers received after due date and time for submission of tender will not be accepted.
6. Bidders shall quote their offer for their own premise only and shall not quote rate for hired premise / premise taken on lease from other parties.
7. BEML Limited reserves the right to assess the capacity and capability of the parties for pre-qualification. M/s BEML Limited. also reserves the right to accept or reject any or all the tenders or any part thereof at any stage of process without assigning any reason whatsoever and BEML Limited decision in this regard shall be final and binding.
8. Period of Lease: Initially the Agreement period will be for **1.5 years (18 months)** and Agreement Period can be extended further period of 1 years on mutual agreement by both the parties' i.e BEML Limited and the Owner, on same terms and conditions/mutually agreed terms. The lease may be terminated by either party by giving 3 months notice period during tenure of contract.
9. **Price Validity:**. The tender validity shall be 03 (three) months from the date of closing of the tender. The tenderer shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or vary the tender on any terms thereof without consent in writing of the company (BEML Limited)
10. **Submission of EMD:** An amount of **Rs 110000/- (Rupees One Lakh Ten thousand only)** towards EMD (Earnest Money Deposit) to be deposited in BEML Limited , Ranchi account through electronic means RTGS/NEFT/other electronic means, on or before closing date and time of the tender, any other mode of payment will not be accepted. Bidder has to submit a copy of the transaction slip pertaining to the EMD deposited, to be submitted along with the technical bid.

Name & Signature of Bidder

The Earnest Money Deposit (without any interest) will be returned to all unsuccessful bidders within a period of 30 days from the date of award of lease agreement. No interest shall be payable on Earnest Money Deposit in any case.

Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department are exempted from submission of EMD

For successful bidder whose bid has been accepted and contract is awarded, the EMD shall be returned within 30 days from the date of Lease Agreement.

Bank details of BEML Limited, Ranchi :

Beneficiary Name : BEML Limited
 Beneficiary Bank : State Bank of India
 Address of the Bank : Lalpur Branch
 Account No : 11048999662
 IFS Code : SBIN0012623

Bank Commission charges will be to the account of the bidder.

11. The online payment receipt for depositing EMD of Rs.110000/-(Rs.One Lakh Ten Thousand only) has to be submitted along with the Technical Bid. Bids submitted without prescribed EMD shall be rejected summarily without any reference.

- 12. Contract Period:** On monthly rental basis for a period of 1.5 years.

13. Monthly Rent :

- A. Owner of the premise / parties shall quote monthly rent, yearly rent for 1.5 years for the entire premise including parking space, and in case of independent house, Generator Space & Security room should also be included in the rent quoted in commercial bid. For the fixed monthly charges against building common facilities/condominium, including security and Generator back-up, same shall be paid by BEML Limited at actuals against bill/receipt.
- B. Monthly rent to be quoted, should be exclusive of applicable Taxes (GST etc.) as applicable.
- C. **Monthly rent shall be firm during 1st year and increase, if any, in rent may be indicated with the year of applicability in the Price Bid.**

14. On mutual agreement the contract period may be extended beyond 1.5 years for one more year and thereon. Both Lessee and Lessor may finalize the

Name & Signature of Bidder

extension during the 2th Year of the Contract itself.

15. Applicable Income Tax and GST TDS shall be recovered from rental as per applicable Government guidelines & applicable rates.

16. **Other charges :**

Monthly Maintenance charges : Common condominium charges to be paid by BEML Limited at actuals against bill/receipt. However, maintenance of the office premise excluding daily Housekeeping, to be arranged and borne by the owner. For independent house, housekeeping within the property will be arranged by BEML Limited.

17. The owner of the premises / the person authorized by the owner shall submit his claim through GST Tax Invoice, if any, every month for monthly rent at our office for settlement of claim. Monthly rent shall be paid through RTGS / NEFT after deducting **TDS** (Tax Deduction on Sources) & GST TDS applicable under IT Act on gross amount payable to bidder / owner of the premise as per prevailing rates within 10th day of the month. Any other statutory taxes / levies or any other Tax imposed by Government applicable at the time of billing shall be deducted as per the prevailing rate.

18. The bidder shall indicate in the Credential Form (Annexure – A) the **Permanent Account Number** (PAN) allotted to him by the Income Tax Department, **GST Number , if any** and **Bank Account details**. In case, PAN & GST RC are not obtained and Bank account is not opened, the bidder / owner of the premise shall obtain PAN, GST RC, if applicable and open Bank account and furnish the required details within 1 month from the date of placing Purchase Order.

19. Method of arriving L1 Offer: The Price bid of technical qualified bidders will be opened and Lowest offer shall be determined considering quoted total amount for the 1.5 years of contract period as indicated in the PRICE BID (excluding taxes & duties/GST). Multiple bids from same bidder will be disqualified.

20. The Electricity and water charges shall be borne by the BEML Limited at actual as per the meter readings.

21. Any deposits including all statutory fees/levies relating to electricity / water meters and payment of Property tax etc pertaining to the building shall be borne by the Owner.

22. Any repair works for the building/premise may be undertaken by the Owner and the cost towards such works will be borne by the Owner. In case if the owner is not taking up repairing works, the same shall be taken by BEML Limited and the expense / cost for such repair shall be recovered from the bills (Monthly Rent) of the owner.

23. Income Tax and any other taxes/duties as applicable from time to time will be deducted from the bills of Owner. In case of any non compliance, the Owner shall be responsible for the same.

24. Entire premise should be handed over to BEML Limited within 30 days from the date of issue of Purchase Order on the owner of the premise without
Name & Signature of Bidder

any impediment for immediate occupation of BEML Limited.

25. The owner of the building shall allow BEML Limited to erect temporary wooden/metal partition inside the premises, install Air conditions, BEML Limited Board, other electrical fittings and create additional Power point, if required during the period of lease, as per the requirement of BEML Limited.
26. M/s. BEML Limited reserves the right to seek any additional documents / information, if any pertaining to technical issues of the premise for evaluation of technical bids, before opening of Commercial bids.
27. **Termination of Lease:** The lease may be terminated by either party(BEML Limited & Owner of the Premise) by giving 3 months notice period during tenure of lease.
28. All disputes are subject to jurisdiction of Ranchi court only.
29. Canvassing/influencing in any form by the bidders, including receipt of unsolicited covers or post tender corrections shall be rejected without any notice to the bidder.
30. Lease agreement can be extended on mutual consent of both the parties (BEML Limited & Owner of the Premise) on same terms and conditions with agreed rate for further 1(owner) years and so on.
31. The successful bidder/Owner of premises should make ready the premises in all aspects so that BEML Limited can possess the premise within 30 days from the date of issue of Purchase Order.
32. The successful bidder has to enter into lease agreement while receiving the Purchase order. The lease agreement must be notarized and the cost of notarization to be borne by the bidder.

Name & Signature of Bidder

GENERAL TERMS AND CONDITIONS

1. Execution of Agreement:

Successful bidder shall enter into Lease agreement on non-judicial stamp paper of applicable Government rates as applicable at actuals at the time of agreement as a token of having accepted the rates, terms and conditions of the contract as per the proforma given by BEML Limited. The effective date of the contract shall be reckoned from the date of receipt of Purchase Order.

2. ARBITRATION :

For PSUs: In the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be referred by either party for Arbitration to the Sole Arbitrator in Department of Public Enterprises to be nominated by the Secretary to the Government of India, in charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to the arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such Award may make further reference for setting aside or revision of the Award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary/Addl. Secretary, when so authorized by the Law Secretary, whose decision shall bind the parties finally and conclusively. The parties to the dispute will share equally the cost of Arbitration as intimated by the Arbitrator.

For firms other than PSUs: In the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be referred by either party for Arbitration to the Sole Arbitrator to be appointed by BEML Limited. The Arbitration proceedings shall be in accordance with the provisions of Arbitration and Conciliation Act, 1996 and Rules framed thereunder. The place of Arbitration shall be at Ranchi only and all Arbitration proceedings shall be conducted in English language and governed by the above said Act and Rules.

Courts at Ranchi shall alone have sole jurisdiction to decide any issue arising out of the Arbitration or this Agreement.

3. APPLICABLE LAWS AND JURISDICTION OF COURTS:

Indian laws both substantive and procedural, for the time being in force including modifications thereto, shall govern Contract. The competent Indian courts shall have sole jurisdiction over disputes between LESSEE and the LESSOR

Name & Signature of Bidder

4. BRIBES AND GIFTS:

Any bribe, commissions, gift or advantage given, promised or offered by or on behalf of the supplier or his partner, agent or servant or any one on his or on their behalf to any officer, servant, representative or agent of BEML Limited or any person on his or their behalf in relation to the obtaining or to the execution of or any other contract with BEML Limited., shall in addition to any criminal liability which the supplier , may incur, subject the supplier to the cancellation of this and all other contracts with BEML Limited and also for payment of any loss or damage resulting from any such cancellation to like extent, the supplier shall be liable for any loss which BEML Limited may sustain on that account. Any question or dispute as to the commissions of any offence under the present clause shall be settled by BEML Limited in such manner and on such evidence of information as they may think fit and sufficient and their decision shall be final and conclusive.

5. JURISDICTION:

Courts at Ranchi alone shall have jurisdiction to decide any issue/dispute arising out of the Arbitration or this Purchase Order in exclusion of all other Courts. However, jurisdiction of any other court may be accepted by mutual discussion and agreement by and between the Company (BEML Limited) and the Owner.

6. INTEGRITY COMMITMENT IN THE EXECUTION OF CONTRACTS: A.**Commitment by the Lessee :**

The Lessee commits to take all necessary steps to prevent corruption in connection with the execution of the Contract.

B. Commitment by the Owner (Lessor):

The Owner (s)/Lessor(s) commit (s) to take all measures to prevent corruption and will not directly or indirectly try to influence any decision for the benefit for which he is not legally entitled. The bidder(s) / owner(s) will not commit any offence under the relevant Acts. The Owner (s)/Lessor(s) will not use improperly, for purpose of competition or personal gain or pass on to others, any information or documents provided by Lessee as part of business relationship.

7. FORCE MAJEURE CLAUSE:

Notwithstanding anything contained in the Contract, neither the lessor nor the lessee shall be held responsible for total or partial non-execution of any of the contractual obligations, should the obligation become unreasonably onerous or impossible due to occurrence of a 'Force Majeure' conditions which directly affect the obligations to be performed by the lessee or the lessor. Such events include war, military operations of any nature, blockages, revolutions, insurrections, riots, civil commotions, insurgency, sabotage, acts of public enemy, fires, explosion, epidemics, quarantine restrictions, floods, earthquake, or acts of God, restrictions by Govt. authorities over which the lessor or the acts on which the lessee has no control.

Name & Signature of Bidder

8. FIRE OR OTHER CASUALTY:

In the event that the Premises or any part thereof shall be damaged by fire or other casualty, Lessee shall give prompt written notice thereof to Lessor. In the event the Building shall be damaged by fire or other casualty, and substantial alteration or reconstruction of the Building shall, in Lessor's reasonable opinion, be required (whether or not the Premises shall have been damaged by such fire or other casualty), or in the event any mortgagee under a mortgage or deed of trust covering the Building should require that the insurance proceeds payable as a result of any fire or other casualty be applied against the mortgage debt, Lessor/Lessee may terminate this Lease by notifying in writing of such termination within thirty (30) days (Notice Period 3 months) from the date of notification to Lessor of such damage. The Monthly Rental Payment and condominium charges shall be abated during the unexpired portion of this Lease effective with the date of such damage; provided, however, Lessee's obligation to pay any and all Additional Rent under this Lease shall continue and shall cover all periods up to the date of such damage. If Lessor/Lessee elects not to terminate this Lease, Lessor shall, within thirty (30) days after notification from Lessee of such damage, commence to rebuild or repair the Building and shall proceed with reasonable diligence to restore the Building (except that Lessor shall not be responsible for delays outside its control) to substantially the same condition it was in immediately prior to the happening of the casualty. Lessor shall not be required to rebuild, repair, or replace any part of the furniture, equipment, or other personal property or any fixtures and other improvements which may have been placed by Lessee within the Building or the Premises, or related facilities.

If the Building is to be rebuilt or repaired, Lessor shall allow Lessee a fair and reasonable diminution of Rent during the time and to the extent the Premises are unfit for Lessee's intended use. Lessor shall not be liable for any inconvenience or annoyance to Lessee or injury to the business of Lessee resulting in any way from any damage or repair thereof. Any insurance which may be carried by Lessor or Lessee against loss or damage to the Building or, the Premises, therein shall be for the sole benefit of Lessor; provided, however, any insurance payments to Lessee for loss of any furniture, furnishings, fixtures, equipment, alterations, additions or improvements which were to become the property of Lessor upon the expiration or earlier termination of this Lease shall be prorated. Lessee shall receive that portion of the insurance proceeds allocable to the months remaining in the Lease Term, and Lessor shall receive the portion allocable to the months remaining in the useful life of the item lost.

For BEML LIMITED,

REGIONAL MANAGER

Name & Signature of Bidder

ANNEXURE – A**DETAILS OF OFFICE PREMISES FOR TECHNICAL EVALUATION (Part I) (CREDENTIALS)**

1.	Name of the Premise Owner		
2.	Address of the Premise Owner	Present :	
		Permanent :	
3.	Phone No. & e-mail of premise owner	Land Line :	
		Mobile No. :	
		E-mail :	
4.	Permanent Account Number (PAN) under Income Tax Act. Copy of PAN card to be attached		
	GST Number, if any Copy of GST Registration certificate to be attached		
5.	Bank Details Cancelled cheque to be attached	Account No.	
		Name of Bank	

Name & Signature of Bidder

		Name of Branch			
		IFS Code			
6.	Location / Postal address (<i>With Pin Code</i>) of the Premise	Location			
		Land Mark			
		Distance from City Railway Station and airport KMs		
		Distance from City Bus stand of the city.KMs		
		Distance from CCL, Darbhanga House, RanchiKMs		
		Address of the premise			
		The area & premise should have proper drainage system so that there will not be water logging	YES	NO	
		Proper Ventilation and Illumination must be provided	YES	NO	

Name & Signature of Bidder

<p>7.</p>	<p>Whether the premise is individual Property OR Joint Property. (Please Tick & provide sale deed, registration, mutation, tax receipt etc. along with technical bid) Whether the building is Independent House (Please Tick)</p>	<p>Individual Property/Joint Property</p> <p>Particulars:</p> <p>YES NO</p>	
<p>8.</p>	<p>Year of construction of the Building (with supporting docs such as approved building plan, tax receipt etc. along with technical bid)</p>		
<p>9.</p>	<p>Area Offered against this tender (in Sq. ft)</p>	<p>Carpet Area : Sq. Ft</p> <p>Common Space/Condominium (Applicable for premise on single/multiple floors) : Sq. Ft</p> <p>Open Area (Applicable for independent House) : Sq. Ft</p>	
<p>10.</p>	<p>No. of Rooms, Toilets & washroom available in the premises offered. (Each Room to be of minimum dimension/carpet area of 10 feet x10 feet in length & width and minimum 4 nos. toilet & washroom to be provided)</p>	<p>Rooms</p>	
		<p>Toilet & washroom</p>	

Name & Signature of Bidder

11.	Water supply (Please Tick at the appropriate column & provide Details as attachment along with the technical bid)	Bore well	YES	NO
		Tap water supply by Corporation/Societies etc)	YES	NO
		Overhead Tank	YES	NO
		Underground sump	YES	NO
		Water Connection No. (If supplied by Corporation /Societies etc)		
13.	Electricity (Commercial) (Please tick at the appropriate column & provide details as attachment along with the technical bid) Premise must have independent electric meter	Independent meter reading Unit available	YES	NO
		Electricity Service No.		
15.	Whether copies of the following are enclosed (Please Tick) Documents sought, must be provided along with the technical bid.	Description	YES	NO
		Registered sale deed / Equivalent Ownership Document		
		Link documents		
		Approved drawing copy of the Building		
		Latest Property Tax Paid Receipt		
		Latest Electricity Bill		
		Encumbrance Certificate/NOC, if any (as per Tech. Bid Part-I)		

Name & Signature of Bidder

		Authorization letter / Board resolution		
		Identity Proof of the premise owner / bidder		
		PAN Card , GST Registration certificate.		
16.	Whether agreed for lease agreement for a period of 1.5 years. (Please Tick)	YES NO		
17.	Is building under hypothecation? If yes, furnish details of bankers and finance details, period, etc along with the technical bid	YES NO		
		Name of Bank		
		Name of Branch		
		Period of Hypothecation	From	To
		Amount due		
19	Fulfilment of requirement as mentioned in TECHNICAL EVALUATION OF PREMISE- (Please tick.)	YES NO		
20	Copy of complete Tender document duly signed & sealed to be submitted along with Technical Bid (Part I) as a confirmation of acceptance of all the terms & conditions of the tender	YES NO		

Name & Signature of Bidder

Date :

Place :

Seal & Signature
(Agency Proprietor/Partner/Director)

Name & Signature of Bidder

Part –II COMMERCIAL BID (PRICE BID)

Annexure - B

1.	Name of the Owner of the building					
2.	Postal address of premise					
3.	Total Area of the building (In Sq.ft.)					
4.	Area Offered against this tender (in Sq. ft)	Building Area : Sq. Ft				
5.	Rent for the premise	<table border="1"> <tr> <td>Monthly Rent (in Rs.)</td> <td>Yearly Rent (in Rs.) - Monthly rent X 12</td> </tr> <tr> <td></td> <td></td> </tr> </table> <p>Applicable taxes & duties/GST , if any – please indicate in percentage and in Rs. on total amount for 1.5 years as indicated above.</p>	Monthly Rent (in Rs.)	Yearly Rent (in Rs.) - Monthly rent X 12		
Monthly Rent (in Rs.)	Yearly Rent (in Rs.) - Monthly rent X 12					

Date :

Seal & Signature

Place :

(Agency Proprietor/Partner/Director)

Note: (1). Rent (Sl.No. 5) to be quoted should be exclusive of **applicable Taxes & duties / GST, if any, etc.**

Name & Signature of Bidder