



**Government of Haryana**

**HARYANA VISHWAKARAMA SKILL UNIVERSITY (HVSU)**

**NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR  
SELECTION & HIRING OF SERVICE  
PROVIDERS/BUILDING OWNERS FOR HIRING SUITABLE  
HOSTEL ACCOMODATION FOR 150 STUDENTS AT  
Gurugram and 30 students at Bahadurgarh, HARYANA.**

## Important Information Sheet

<b>Event</b>	<b>Particulars</b>
Date of publication of Notice for Expression Of Interest	<b>26.03.18</b>
Last date and time for Bid submission	<b>10.04.18 at 14:00 Hrs.</b>
Date & Time of Opening of Technical Bids.	<b>10.04.18 at 15:00 Hrs.</b>
Date of Expert Committee Visit to Proposed Hostel Premises	12.04.18
Date for opening of Financial Bids	<b>Will be intimated</b>
Place of Submission of EOI	Office of the Registrar, Haryana Vishwakarma Skill University, (HVSU) Campus Office, Plot No. 147, Sector – 44, Gurugram. 122003.
<b>Contact Person</b>	Deputy Director, Superintendent.
<b>Contact Phone Numbers</b>	0124-234 4669/ 9811102984
<b>Email id</b>	institution.hvsu@gmail.com

## **Government of Haryana**

**NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR SELECTION OF SERVICE PROVIDERS/BUILDING OWNERS FOR HIRING SUITABLE HOSTEL ACCOMODATION FOR 150 STUDENTS AT Gurugram and 30 students at Bahadurgarh,HARYANA.**

1.1 **Introduction:** HVSU, a Haryana Government University, invites bids from Service Providers, Building owners/Agencies eligible(as per terms & conditions and Essential Features of Hostel) to be considered for Engagement as service provider to provide suitable hostel accommodation for 150 students at Gurugram and 30 students at Bahadurgarh , on Monthly Rental Basis.

2. **Scope of Works:**

2.1 **Brief Scope of work:**

**To provide suitable hostel accommodation for 150 students at Gurugram and 30 students at Bahadurgarh,Haryana.**

**The accommodation must be in good habitable condition, hygienic environment, neat and clean, ample number of bathrooms and toilets for required No. of students on Twin/ Triple sharing. Provision for cooking facilities, dining room, sitting room along with furniture. Proper ventilation, Power & water supply and provision for back up, purified drinking water and Security provision.**

#### **TERMS & CONDITIONS**

1. Haryana Vishwakarma Skill University is desirous of hiring suitable Buildings / accommodation for Hostel for required No. of Students at Center of Gurugram.and Bahadurgarh on entirely temporary basis initially for a period of ONE year on monthly rent basis. The hostel building is required to accommodate 2-3 students per room.
2. The building should have well ventilated and airy rooms with adequate number of wash rooms & toilets properly white washed, painted, neat and clean.
3. The adequate sized Rooms should be complete in every respect ie. Fitted with Fans, Tube Lights, Mirrors, Hangers, Almirah-lockable (for each student), normal bathroom fittings, Bed (6'x3') with mattress & Pillow, Study Table other normal furniture, for each student, to be put to immediate use.
4. The Building should be ideally located near and around center of Gurugram and Bahadurgarh; should have proper approach from National Highway/ State Highway/ main Distt. Road; in safe and secure separate premises suitable for hostel.

5. No commercial activity other than the Hostel will be carried out on the leased premises.
6. Regular Potable water and electricity should be available and necessary standby arrangements would be provided for water & electricity.
7. Selected party shall be required to execute a lease agreement containing detailed terms & conditions with HVSU, in accordance with the provisions of the law applicable. The Agreement shall be signed for a period of ONE year which may be extended for a further period on mutually agreed terms and conditions on the satisfactory report of the students/University. The selected party has to submit Performance Security @ 10% of the annual rental value in form of a Bank Guarantee valid for six months after the expiry of the Lease Agreement period. Format is given in Annexure III
8. Building offered must be free from all encumbrances, claims and legal disputes etc.
9. The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. However, the HVSU shall pay all running charges with respect to electric power, light and water charges of the said premises during the lease period on the basis of actual consumption.
10. Building should be preferably three storey including ground floor, if more than 3 stories then lift must be available in working condition with all the safety features and with Safety Certificate.
11. The University reserves the right to consider/reject any such proposal without assigning any reason. In case of rejection of application, the decision of competent authority will be final and binding and the party shall not be entitled to any compensation whatsoever for non issue of work.
12. The decision of the HVSU will be final in case of any dispute arising in the implementation of the terms of the contract.

## **Essential Features of the Hostel :**

- a) **Potable Water for drinking and bathing/cooking, must be available round the clock**
- b) **All the sanitary and water supply installations connections must have been provided in the facility.**
- c) **Electrical installation and fittings like power plugs, switches, charging points etc must be in place.**
- d) **All the rooms must have SUFFICIENT lights and fans and provision for cooler/ A/c, with arrangement of electrician in case of power failure.**
- e) **The Service provider/ Building owner must provide document of Sanctioned Electricity load**
- f) **The rooms must have sufficient numbers of Furniture (Bed, Study Table & Chair, Almirah with lock for each occupant) mirror,hangers.**
- g) **Power Back-up facility / Generator with adequate capacity. Arrangement for maintenance of such power back up**
- h) **The building should have been properly constructed as per the approved safety plans. Certificate from building safety authority to be provided in case of commercial building.**
- i) **All property tax, all municipality tax, local taxes will be included in the rent. To Furnish details of such viz. Property tax, all Municipal Taxes and other Local Taxes being levied and paid in respect of the accommodation offered.**
- j) **Clearance Safety certificate from Fire Department, Structure Safety Certificate from Building safety department in case of commercial building.**
- k) **Proper Fire safety arrangements are mandatory.**
- l) **Any other salient aspect of the building which the party may like to mention.**

## **Penalty Clause :**

**The University reserves the right to check and inspect the Hostel premises on regular basis by the University Officials / Expert Committee. In case of any deficiency or deviation in services from the clauses mentioned in the EOI/Agreement the University may impose penalty on the service provider / building owner for those deficient services. The penalty will be decided by the expert committee of the University and the decision will be binding on the service provider/ building owner.**

## **Submission of Proposals**

**Two Bid System:** The original technical proposal shall be placed in a sealed envelope clearly marked “**TECHNICAL BID for Engagement & Hiring of service provider/ building owner for providing hostel facility to Haryana Vishwakarama Skill University.**” Similarly, the original financial proposal shall be placed in a separate sealed envelope clearly marked “**FINANCIAL BID for engagement & hiring of service provider/ building owner for providing hostel facility to University.** The envelopes containing the Technical bid, financial bid, shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and “**Bid for engagement & hiring of service provider/ building owner for providing hostel facility to Haryana Vishwakarama Skill University (HVSU)**’ . **It will also mention the name of the service provider with address.** The HVSU shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and / or marked as stipulated. This may be reason for rejection of the bid. If the financial proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the proposal non- responsive.

#### 8.2 **Technical Bids will** contains –

- i. Ownership document of the building. Or Agreement Copy if the premises is on lease, Copy of EOI & clarifications issued by HVSU to this EOI, if any, **duly signed on each page** by the authorized signatory of the service provider as a mark of acceptance of all conditions of the EOI.
- ii. Fire safety certificate from fire safety department. Structural safety certificate from competent authority(Both in case it is a commercial building). Document for sanctioned Electricity load.
- iii. Cost of the EOI and processing fee of Rs. 1000 through bank draft / bankers cheque. (Non-refundable) in the name of **Haryana Vishwakarama Skill University – payable at Gurugram.**
- iv. It is mandatory to furnish & comply with the Information in **Annexure I and Essential features of the Hostel.** Technical bids not meeting this requirement or incomplete in any respect will not be considered and summarily rejected.

8.3 **Financial Bids** will consist of the **Agency / Owner’s Name and monthly Rental** including all charges (Lump Sum) to be quoted by the Service Provider. The Financial proposal shall not include any conditions to it and any such conditional financial proposal shall be rejected summarily. The Financial has to be submitted in the format as per Annexure II.

### **Process for technical evolution**

Technical bids submitted by the bidders would be examined and their premises inspected by the expert committee constituted by the HVSU. On **06.04.18**

The financial bids of only those bidders will be opened whose premises have been found to comply with the **technical requirements and essential features** of the hostel.

### **COMMENCEMENT & TERMINATION**

- 1. The agreement for hiring of buildings/accommodation shall come into force immediately after it is executed and shall remain in force for the period agreed upon.**
- 2. The Agreement may be terminated by giving three months' notice by the either party to the Agreement. However, during such notice period the buildings/accommodation along with all on going facilities shall remain in the possession of HVSU.**

**DEPUTY  
REGISTRAR**

**HARYANA VISHWAKARMA SKILL  
UNIVERSITY, Plot – 147, Sector 44,  
Gurugram..**

**FORMAT FOR RENTED ACCOMMODATION FOR  
STUDENTS HOSTEL**

**Technical Bid**

1.	Full Particulars of the <b>Legal Owner</b> of the premises/ Also of Service Provider if he/she is not the Owner. i) Name ii) Address(es) iii) Telephone Numbers a) Business iv) Residential v) Tele Fax Number vi) E-Mail Address	
2.	Total Area offered for rent i) Total Carpet Area (in Sq. ft) ii) Total covered area (in Sq. ft) iii) Total Plinth Area(in Sq. ft)	
3.	Are there any items or special services intended to be provided for payment of additional charges (besides the rent)?. If so, please indicate each such service/intended to be provided with details of such charges separately against	
4.	Particulars of Year of construction, age of the building etc. Whether accommodation offered for rent, is free from litigation including disputes in regard to ownership, pending taxes, due or like	
5.	Ownership Documents, Building approved Drawings (Optional) Structure Certificate(Commercial Building), Fire Safety clearance Certificate (Commercial Building) No of Fire Extinguishers installed, Sanctioned Load, from respective Authorities	



**ANNEXURE-I I**

**HARYANA VISHWAKARMA SKILL  
UNIVERSITY, Plot 147, Sector - 44,  
Gurugram..**

**FORMAT FOR RENTED ACCOMMODATION FOR  
STUDENTS HOSTEL**

**Financial Bid**

S.No.	Name of Party	Monthly Rent

**Annexure III**

**PERFORMANCE SECURITY**

To: \_\_\_\_\_ (Name of Employer)  
\_\_\_\_\_ (Address of Employer)

WHEREAS \_\_\_\_\_ (name and address of Service provider/ Building Owner) (hereinafter called "Service provider") has undertaken, in pursuance of Lease Agreement \_\_\_\_\_ No. \_\_\_\_\_ (date) \_\_\_\_\_ to execute \_\_\_\_\_ (name of Lease and brief description of works) (hereinafter called "the Lease Agreement") AND WHEREAS we agreed to give the Service provider such a Bank guarantee;

NOW THEREFOR we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Service provider, up to a total of \_\_\_\_\_ (amount of guarantee) \_\_\_\_\_

(In words) such sum being payable in the types and proportions of currencies in which the Rental price is payable, and we undertake to pay you, upon your first written demand, and without cavil or argument, any sum or sums within the limits of \_\_\_\_\_ (amount of guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Service provider before presenting us with the demand.

We further agree that no change or addition to or other modification or the terms of the Lease agreement or of the works to be performed there under or of any of the Lease documents which may be made between you and the Service provider shall in any way release us from any liability under this guarantee, and here by waive notice of any such change, addition or modification.

This guarantee shall be valid until 180 days from the date of expiry of Lease Agreement.

Signature and Seal of the guarantor

Name of Bank \_\_\_\_\_ Address \_\_\_\_\_

Date \_\_\_\_\_

1. An amount shall be inserted by the Guarantor, representing 10 % of the annual rental value of the Lease accommodation and denominated in Indian Rupees.