

NATIONAL ALUMINIUM COMPANY LIMITED

EXPRESSION OF INTEREST (EOI)

FOR

Transit House in Delhi

EOI DOCUMENT NO.: NAL/TH/Delhi/2023/01

EOI ISSUANCE DATE: 06/10/2023

LAST DATE FOR SUBMISSION OF EOI: 25/10/2023

1.	EOI Notice No.	:	EOI for Transit House-dated 06/10/2023
2.	Type of EOI	:	Open
3.	Name of Work	:	Transit House in South Delhi
4.	Location of Work	:	National Aluminium Company Limited(NALCO), Delhi
5.	EOI Documents issue/download start date & time from website.	:	06/10/2023 at 10:30 Hrs
6.	Last date & time of submission of EOI.	:	25/10/2023 at 16:00 Hrs
7.	Date & time of opening of EOI	:	25/10/2023 at 17:00 Hrs
8.	Website on which EOI notice available	:	www.nalcoindia.com
9.	Address for submission of EOI	:	National Aluminium Company Limited, Core 4, 5 th Floor, Scope Minar, Laxmi Nagar Delhi-110092
10.	Venue & Deadline for submission of EOI application	:	EOI bids, complete in all respects as specified in the EOI notice and document, shall be submitted to NALCO on or before the specified due date & time of submission.

Expression of Interest for leasing of NALCO Guest House

NALCO, a Navratna CPSE having its Corporate Office, Bhubaneswar, Odisha-751013, is looking for a well maintained building for its Transit House in South Delhi locality, having minimum 10-12 double bedded rooms with attached bath rooms and kitchen+ Dining area on lease rent basis for a period of 05 years. Hence Expression of Interest is hereby invited in the prescribed Performa from reputed, Experienced and organizations / Building Owners for leasing out of their buildings on long term lease basis/agreement. Properties proposed for lease should be as under:

The interested owners may give their expression of interest for leasing out their Building to NALCO mentioning the following details:-

1. Name and address of the owner:_____.
2. Location of the property to be leased out:_____.
3. Proof of owner ship of the offered property:_____.
4. Approved Building plan with details to be attached: _____.
5. Year/date of construction:_____.
6. Total plinth & carpet area of the building:_____.
7. No. of double bed rooms with attached bathroom & kitchen.
 - i) a).The carpet area of big size double bedded room should not be less than 190sqft.
b). Minimum No. of Big size double bedded room should not be less than 04 nos.
 - ii) a) The carpet area of normal size double bedded room should not be less than 100 sqft.
b). Minimum No.of normal size double bedded room should not be less than 06 nos.
 - iii). Drawing cum dining room should be not less than 200 sqft.
 - iv). The minimum Kitchen area should not be less than 100 sqft.
8. Details parking area attached with building should be mentioned (in sqft).
9. 03 Phase Electivity supply provision with minimum 40 KW load connectivity.

10. Provision of Emergency Power back -up arrangement with KVA Capacity: 10 KW.
11. Provision of water supply with minimum 180-200 KL/Month.
12. Fire Safety Provision in the Building need to be spelt by the bidder:_____

N.B:-i. The offers from dealers/brokers will not be entertained /considered.

Pre Bid Meeting:

1. After receipt of EOI & inspection of building sites ,a pre-bid meeting of shortlisted bidders may be called for further clarifications / undertaking on minimum required specifications.
2. Sealed price bid will only be asked from the bidders who full fill the above stated Requirements & L1 offer will only be considered for placement of order of lease.

Proposers may refer instructions, proposed lease terms and submit proposals as per Format. NALCO reserves itself the right to reject any of received proposals/offers.

NALCO may, for any reason carries out amendment(s) to this EOI document at any time before 48 hrs of opening of EOI. Amendments including extension of due date if any will be made available in website: <http://www.nalcoindia.co.in> only. Interested parties are advised to visit web site regularly until proposals are opened. Last date for receipt of EOI is 25/10/2023 by 16:00 HRS.

GUIDELINES TO BIDDERS

The bid shall be in prescribed format & to be submitted should in the sealed envelopes in the following manners: - The envelope (sealed) super- scribed thereon “Expression of Interest for leasing out of Transit House”.

- i. The envelope (sealed) super scribed thereon “Eligibility details” should contain the, details in the prescribed Performa (Annexure 1) & attested copies of the documents/ testimonials/certificates meeting the eligibility criteria/conditions.

Any deviation from the above manner shall render the bid liable for the rejection.

Pre-Qualification Conditions

1. The bidder should have house in South Delhi to be leased out.
2. The building should have at least 10 -12 rooms with attached bath rooms in a single complex along with entrance Drawing room, Kitchen & Dining hall, & Parking space preferably for at least 2-3 cars in the front road of the property.

The bidder should enclose attested / notarized copies of the relevant documents to prove the pre-qualifications as mentioned above. Further, the following attested / notarized documents in the name of the owner / leasing Firm must be submitted within the sealed envelope.

- 1) PAN Number / GST NO.
- 2) IT returns for the last three financial years (2019-20, 2020-21 &2021-22)
- 3) Property tax documents remitted to concerned authority.

Instruction to Proposers

- 1. Interested parties are invited to submit their Expression of Interest along with details of their house as per proposed format enclosing all relevant Supporting documents.**
- 2. The approved layout Plan of the house indicating the dimensions of each room proposed to be leased out shall be furnished as part of the Expression of Interest.**
- 3. Proposed terms of lease are enclosed.**
- 4. The successful bidder shall sign lease agreement of their house within 1 month of the acceptance of his bid.**
- 5. E-Payment shall be made on monthly basis for which such rent is due, within 15 days of submission of bills after certification by the authorized officials of NALCO.**
- 6. The payment shall be made through RTGS/NEFT subject to deduction of applicable taxes.**
- 7. GST shall be paid on submission of tax invoice under GST. Act.
No advance payment will be released.**
- 8. EOI document complete in all respects shall be submitted in a sealed envelope and superscripted as "Expression of Interest for leasing of out building for Transit House " and addressed to NALCO. Name of the bidder and address shall be clearly indicated on the sealed envelopes**
- 9. The authorized signatory should sign the Expression of Interest with date.**
- 10. NALCO takes no responsibility for any EOI not reaching in time/ not Reaching at all/ reaching late/ reaching in torn and mutilated condition.**
- 11. The following terms must also be complied with:**
 - (a) Each page of this EOI document must be signed by the Bidder and submitted along with the offer as a token of their acceptance of the terms and conditionsof the EOI .**
 - (b) NALCO reserves the right to accept or reject any or all bids or make counter offerfor the bid(S) received without assigning any reason thereof.**
- 10. The lease agreement/contract shall be finalized subject to recommendation of the committee constituted for inspection of the premises /building along with attached facilities provided by the bidder and approved by the Competent Authorityof NALCO.**

- 13 Committee will negotiate the terms and conditions and rent, if required and recommend the decision.**
- 14. Incomplete / ambiguous offers received in any form such as email/ fax will be outrightly rejected.**
- 15. Real Estate consultants / brokers should not apply. Offers are invited only from the direct Owners only.**
- 16. The lessor shall obtain all necessary NOC/permission from Authorities concerned required for smooth occupancy of Transit House.**
- 17. Transit house and appurtenant buildings allotted on lease agreement will be covered under lease. However, Lessee will be permitted to use roads inside the campus.**

PROPOSED TERMS OF LEASE-DEED

This Lease Deed, hereinafter referred to as the "Deed" is made at New Delhi and executed on thisth day of.....and between:

M/s..... through its Karta shri....., hereinafter referred to as the "Lessors", which expression shall unless repugnant to the context or meaning thereof, mean and include, .their legal heirs, legal representatives, successors-in-interest and permitted assigns;

National Aluminium Company Limited, a Government of India Undertaking, incorporated under the companies Act, 1956, having its registered office at NALCO Bhawan, P/I Nayapalli, Bhubaneswar - 751013, hereinafter referred to as the "Lessee", which expression shall unless repugnant to the context or meaning thereof, mean and include its successors-in-interest, legal representatives and permitted assigns,

The Lessors and the Lessee are hereinafter referred to in the collective 'Parties', and in the singular as a "Party", as the context may require.

WHEREAS:

- a. The Lessors have all the rights to let out the residential premises Nohereinafter referred to as the "Demised Premises". The Lessors are the absolute owner of the property.
- b. The Lessors have leased to the lessee the Demised Premises on the terms and conditions herein after contained andwhereas the Lessee have taken on lease the demised premises in accordance with the said terms and conditions.

NOW, THEREFORE, in consideration of the promises and covenants herein set forth and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the Parties mutually agree as follows:

1. In consideration of the rent herein after reserved and of the covenant on the part of the Lessee herein after contained, the Lessors hereby demise to the Lessee for residential purposes only, all. the piece and parcel of land and building situated thereon and known as premises no.....here in after referred to as the "Demised Premises", to take on lease the Demised Premises w.e.f for a period of 5 (Five) years paying to the Lessors rent at the rates as hereunder mentioned:

The Lessee shall pay to the Lessor rent at the rate of Rsper month, plus GST, if applicable, for the initial 2 Year Period i.e.to..... with a provision for next two year the last paid rent w.e.f, to.....(for further two years) and subsequently on the last paid rent for the next one year i.e. w.e.f..... to

THE LESSEE DO HEREBY COVENANT WITH THE LESSORS IN THE FOLLOWING MANNER:

1. E-Payment shall be made to the lessor on monthly basis for which such rent is due, within 15 days of submission of bills after certification by the authorized officials of NALCO.
2. That the lessee shall not make any structural alterations and/or additions in and/or to the existing building within the Demised Premises without previous consent in writing of the Lessors, provided however and it is hereby agreed and declared that such additions, alterations or extensions, if any, shall be at the cost of the Lessee provided further that such alterations and changes will not cause damage or injury to the Demised Premises.
3. That the Lessee hereby agrees that they will during the tenure of the Lease pay all electricity and water charges

4. That the Lessee has deposited with the Lessors a sum of Rs..... as interest free security deposit, refundable at the time of vacation of the Demised Premises by Lessee. The Lessors acknowledge receipt of the interest free security deposit.
5. That during the period of the lease, the Lessee shall at their own cost keep the Demised Premises in good repairs and habitable conditions. The Lessee shall undertake the work of repairs and maintenance of the Demised Premises during the tenure of the lease. The Lessor shall get colour-washed such parts which require of the Demised Premises both from inside and outside and all the doors and windows painted which are painted after every two years at the Lease commencement date.
6. That the Lessee shall not sub-let or assign the Demised Premises to any other permit or cause to be done or committed any, matter or thing to the prejudice or injury at the Demised Premises and to repay and restore at the at their own cost any damage or injury the Demised Premises may sustain during the continuance of this lease through any act or default on the part of the Lessee.
7. That the Lessee are bound to keep, and on the termination of the lease, to restore the Demised Premises including electrical wiring, fittings, water pipe lines and other fittings and fixtures fitted and furniture etc. provided by the Lessors, the inventory of these items is attached herewith marked as annexure "....", in as good conditions as it were at the time when they were put in possession, subject only to the changes caused by reasonable wear and tear. It is also agreed to allow the Lessors at all reasonable times, after giving due notice, during the term, to enter upon the property and inspect the conditions thereof and give or leave notice of any defect in such conditions, and when such defects have been caused by any act or default on the part of the Lessee, their servants or agents, they are to make it good within three months after such notice has been given or left.
8. The Lessee will use the Demised Premises as a "Transit Accommodation" for the exclusive use of their officers, employees and guests and for no other purpose i.e. to be used only for residential purposes.

AND THE LESSORS HEREBY CONVENANT WITH THE LESSEE AND ALSO THE LESSEE CONVENANT FURTHER WITH LESSORS AS FOLLOWS:

1. That the Lessors are legally competent to grant this lease to the Lessee.
2. That the Lessee paying the rent thereby reserved and performing and observing the several covenants, conditions and agreements herein contained and on their part to be performed and observed shall and maybe accessible and enjoy the Demised Premises during the term hereby granted without any intervention or disturbance from or by the Lessors, their successors, assigns or any person or persons claiming under or entrust for the Lessors.
3. That the Lessors have not done or knowingly sainted or suffered upon any party to anything whereby they are prevented from leasing the premises and/or part thereof.
4. That the Lessee may with the prior written consent from the Lessors, erect and fix up in and upon the existing building, fixtures and fittings including air-conditioner machines which the Lessee on expiration or earlier termination of the term hereby granted shall remove within a reasonable time without detriment to the Demised Premises and the premises shall be restored by the Lessee to its original condition at their cost.
5. That the Lease is for a period of 5 (Five) years w.e.f.valid till.....
6. That the Lessors or lessee may terminate this lease any time during the currency of this lease by given three months notice and in the case the lessee will be entitled to refund of advance as well as the interest free security deposit.

7. In the event of the said premises being used by the Lessee for purposes not specified in clause '9' above, for any other purpose as not specified in this deed and in which act if there is any levy, penalty and/or fine imposed on the Lessors for misuse by the Lessee charged by local authority, Government body and/or Municipal Corporation it will be the sole responsibility of the Lessee to make payment directly to such local authority, Government body and/or Municipal Corporation. The Lessors however will be kept informed of such penalties and levies.
8. That the Lessee has at the time of commencement of this lease checked all the sanitary, electrical and other fittings and fixtures, and found them to be in good working order. The Lessee shall be responsible to pay for any breakages and/or damages done to the sanitary, electrical and other fittings and fixtures provided by the Lessors during the tenure of this lease, natural wear and tear accepted.
9. That the Lessors shall pay all the applicable taxes, such as House Tax etc already levied which are ordinarily payable by the Lessors.
10. After the initial 5 years of lease contract, the contract can be continued or more years with an increase/decrease of the lease rent as negotiated by NALCO .
11. Lessor shall obtain necessary NOC for operating the proposed business/transit house accommodation from all Authorities concerned.
12. The lease contract shall be finalized subject to recommendation of the committee constituted for inspection of the premises and verification of quality/services provided by the bidder and approved by the Competent Authority of NALCO .

IN WITNESS WHEREOF THE LESSORS AND THE LESSEE HAVE HEREUNTO SUBSCRIBED THEIR HAND ON THIS DAY, MONTH AND YEAR FIRST WRITTEN.

WITNESS:

1.

2.

PROPOSAL FORMAT

We hereby submit as follows our Expression of Interest proposal for allotment of NALCO Transit House on long-term Lease agreement:

Sl No	Description	Details
1	Name	
2	Location & Address of the Property	
3	Contact details Name & Designation a) Telephone No. b) Mobile No.	
4	PAN and GST (Enclose copy)	
5	Proof of ownership documents	
6	Approved Building Plan along with declaration of Plinth Area & Carpet Area	
7	Year of Construction & completion certificate for same	
8	Break up of room details like carpet area of each room , attached toilets , single vrs double occupancy rooms etc.	
9	Carpet area of common facilities like Drawing , Dinning , Kitchen etc.	
10	Financials/Turnover for the last 3 financial years (enclose Copy of Audited Balance Sheet and Profit &	

11	Details of property tax, Electricity & Water Cess Bills etc. (Enclose copies).	
12	Address proof and Aadhaar card.	
13	Distance to the property from nearest Metro Rail station	
14	Affidavit for declaration that no court notice or ownership dispute is there in the said property	
15	Other Information or remarks, if any	

We hereby declare that all the information and statements made in this EOI are true and we declare that if NALCO finds any of our misrepresentations contained in it in any manner may lead to disqualification & forfeiture of security deposit amount.

Address:

Place:

Signature

Date:

Name & Seal of the Signatory