



सत्यमेव जयते



தொழிலாளர் வருங்கால வைப்பு நிதி நிறுவனம்
कर्मचारी भविष्य निधि संगठन

EMPLOYEES' PROVIDENT FUND ORGANISATION

(தொழிலாளர் மற்றும் வேலை வாய்ப்பு அமைச்சகம்/ श्रम एवं रोजगार मंत्रालय, भारतसरकार/

Ministry of Labour & Employment, Govt. of India)

பிராந்திய அலுவலகம், பவிஷ்ய நிதி பவன்/ क्षेत्रीय कार्यालय, भविष्य निधि भवन /

Regional Office, Bhavishya Nidhi Bhavan,

லாக்டர் பாலசுந்தரம் ரோடு, கோயம்புத்தூர்- 641 018 /

डॉ बलसुंदरम रोड, कोयंबतूर- 641 018 / Dr. Balasundaram Road, Coimbatore - 641 018

**TENDER FOR HIRING OF ACCOMMODATION TO HOUSE THE PROPOSED
REGIONAL OFFICE OF THE EMPLOYEES' PROVIDENT FUND
ORGANISATION AT TIRUPPUR, TAMIL NADU**

The Employees' Provident Fund Organisation (EPFO) invites Bids (e-tender) from interested and eligible owners of suitable buildings/ premises having approximately 12000 sq. feet which can be taken on lease to house the proposed Regional Office of EPFO at Tiruppur, Tamil Nadu.

The Tender document along with the Specifications of the premises required and Terms and Conditions can be downloaded from the website of the GeM portal (<https://gem.gov.in>) under Bid No.GEM/2024/B/5623059.

All Bids are required to be submitted online through the GeM portal and only Bids that have been submitted online through the GeM portal will be considered. The last date for submission of Bids is 21.12.2024.

EPFO reserves the right to reject any or all the Bids received or cancel this Tender or extend it without assigning any reason.

Date:22.11.2024

(P. Srinath)

Assistant P.F. Commissioner (Admn.-II)
for Regional Provident Fund Commissioner-I



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5623059
Dated/दिनांक : 21-11-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	21-12-2024 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	21-12-2024 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Labour And Employment
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Employees Provident Fund Organisation (epfo)
Office Name/कार्यालय का नाम	Regional Office, Coimbatore
Item Category/मद केटेगरी	Leasing in of Commercial Properties - Office Space; Wet Lease (maintenance to be borne by lessor); 5 years- 10 years; 3; Any floor or multiple floors; CCTV facility, Streetlights near the building, Electricity back-up, Water and sewage connection; ye..
Contract Period/अनुबंध अवधि	5 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	20 Lakh (s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Bidder Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

Bid Details/बिड विवरण

Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	No
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Details of the Competent Authority for MSE

Name of Competent Authority	RANJAY MOOSHAHARY
Designation of Competent Authority	REGIONAL PROVIDENT FUND COMMISSIONER-I
Office / Department / Division of Competent Authority	REGIONAL OFFICE, EMPLOYEES' PROVIDENT FUND ORGANISATION, COIMBATORE
CA Approval Number	TN/RO-CBE/Adm-II/Upgradation of DO Tiruppur/2024-25
Competent Authority Approval Date	19-11-2024
Brief Description of the Approval Granted by Competent Authority	THE MSE PURCHASE PREFERENCE IS NOT APPLICABLE FOR LEASING OF OFFICE ACCOMMODATION

Competent Authority Approval for not opting Micro and Small Enterprises Preference : [View Document](#)

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Leasing In Of Commercial Properties - Office Space; Wet Lease (maintenance To Be Borne By Lessor); 5 Years- 10 Years; 3; Any Floor Or Multiple Floors; CCTV Facility, Streetlights Near The Building, Electricity Back-up, Water And Sewage Connection; Ye.. (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Purpose for leasing building	Office Space
Type of Lease	Wet Lease (maintenance to be borne by lessor)
Age of the building (Time period since construction)	5 years- 10 years
Maximum number of floors required in the building	3
Preference of floor required	Any floor or multiple floors
Facilities Required	CCTV facility , Streetlights near the building , Electricity back-up , Water and sewage connection
Physical Inspection (before signing the contract)	yes
Lift required	yes
Parking Space required	yes
Area of the Property (in Sq Mtr)	1115
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of units	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of units	Additional Requirement/अतिरिक्त आवश्यकता
1	K Sisubalan	641604, District office, 1st floor, palladam road, M/s Muthusamy & Bros Industrial complex, Tirupur	1	<ul style="list-style-type: none"> Number of Months : 60

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Generic

- The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
- The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
- The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

5. Buyer Added Bid Specific SLA

File Attachment [Click here to view the file.](#)

6. Buyer Added Bid Specific SLA

Text Clause(s)

TENDER FOR HIRING OF ACCOMMODATION TO HOUSE THE PROPOSED REGIONAL OFFICE OF THE EMPLOYEES' PROVIDENT FUND ORGANISATION AT TIRUPPUR, TAMIL NADU

Specifications and Terms & Conditions

- The premises offered shall be within the limits of the Tiruppur Municipal Corporation.

- 2.** The required carpet area of the premises is **12,000 sq.ft. / 1115 sq.m** (+/-10%).
- 3.** The offer shall be valid for 4 (four) months from the date of opening of the Tender.
- 4.** The premises offered may be a single building or part of a building comprising of one or more floors or part thereof, clearly demarcated. It shall be in good condition, without seepage or damage.
- 5.** The building in question must be complete and ready to occupy immediately with all the requisite Municipal permissions, electricity connection, water connection, sewage connection etc. Incomplete buildings shall not be considered.
- 6.** The premises must be constructed as per the plan approved by the local body. An attested copy of the approved plan is to be enclosed along with the offer.
- 7.** The owner of the premises must possess the Completion / Occupancy Certificate of the building issued by the local body and an attested copy of the same shall be submitted along with the offer.
- 8.** The owner of the premises must also have obtained Fire Safety clearance, if applicable as per the National Building Code-2005 and an attested copy of the same should be enclosed along with the offer.
- 9.** A certificate shall be submitted by the owner with the offer confirming that no case is pending against the property/ building in question.
- 10.** A plan and layout of the premises/ building shall be enclosed with the offer.
- 11.** Lift facility is essential if the premises offered are situated on the 1st floor or higher of a building.
- 12.** The premises offered shall have adequate parking space (for at least 5 four wheelers and 20 two wheelers).
- 13.** The premises offered shall have sufficient Toilets (for Ladies and Gents separately) including toilets for physically challenged persons.
- 14.** The premises offered shall have sufficient water supply and the source of water supply (corporation/ borewell) should be mentioned.
- 15.** The premises shall have an Electrical Load of 125 KW and the owner shall ensure internal wiring for lights, fans and electric power points for computers, air-conditioners and various other office equipment as per the requirement of the office.

16. The premises should preferably have power back-up/ standby generator.
17. The owner shall have no objection to EPFO installing workstations/ data cabling in the premises as per requirement.
18. The owner shall undertake to provide sufficient chambers/ internal partitioning in the premises offered.
19. The rent fixed for the premises shall be as per the Fair Rent fixed by the Central Public Works Department (CPWD) or the rent quoted, whichever is less.
20. The Lease Agreement for the premises shall be as per the standard lease agreement of EPFO and shall be for a period of 5 years with provision for extension for another 5 years on mutual consent with not more than 15% enhancement of the rent fixed.
21. The Deed of Lease shall be registered and the cost thereof shall be borne by the owner.
22. The Regional Provident Fund Commissioner-I, EPFO, RO Coimbatore reserves the right to reject any or all the offers received or cancel this Tender or extend it as he deems fit, in the interest of the Organisation.
23. Any disputes that may arise shall be subject to the jurisdiction of the courts at Coimbatore, Tamil Nadu.

PROFORMA-A

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FORMAT FOR TECHNICAL BID BY INTERESTED PARTIES OFFERING THEIR PREMISES FOR HIRING OF OFFICE ACCOMMODATION FOR THE EMPLOYEES' PROVIDENT FUND ORGANISATION, REGIONAL OFFICE, TIRUPPUR

1	Full address of the premises offered	
2	Plinth area of the premises offered (in square feet/ square metres)	

3	Carpet area of the premises offered (in square feet/ square metres)	
4	Distance from Railway Station and nearest Bus stop	
5	Name and Address of the Owner with telephone number and email ID (enclose attested copy of documents in proof of ownership of the premises offered and identity of the Owner)	
6	Is the Owner an individual or HUF or company or body corporate or government body etc.	
7	Income Tax PAN / Income Tax TAN and GST Registration of the Owner (if applicable)	
8	Specify the floors on which the office accommodation is offered or whether the whole building is offered (enclose copy of latest Tax receipt in proof of commercial usage of the building)	
9	Whether Lift facility available if the office accommodation is offered on the 1 st floor or higher	
10	Are the premises ready for immediate occupation (enclose attested copy of completion certificate/ fit for occupancy certificate and Key Plan)	
11	Has the building been constructed as per plan approved by the Local Body (enclose attested copy of the approved plan and layout)	
12	Whether National Building Code-2005 is applicable and if so has Fire Safety Clearance been obtained (enclose attested copy of the same)	
13	Does the premises have regular electricity connection of 125 KW load and power backup or standby generator (enclose attested copy of the last electricity bill)	
14	Please specify the electrical installations and fittings that are already available in the premises offered	

15	Does the premises have regular water supply connection or is dependent on other sources such as borewell or water tankers (enclose attested copy of last water supply bill)	
16	Does the premises offered have sufficient toilets separately for Ladies and Gents as well as toilets for physically challenged persons	
17	Whether any case or dispute is pending against the building/ premises (enclose a signed certificate by the owner in this regard as well as latest Encumbrance Certificate)	
18	Does the premises offered have adequate parking facility adjacent to it (please specify the approximate No. of vehicles that can be parked)	
19	Does the Owner undertake to provide internal partitioning of the premises and creation of chambers and other amenities, if required	
20	Is the Owner prepared to execute a Deed of Lease for 5 years extendable by another 5 years as per the Terms and Conditions of the Standard Lease Agreement of EPFO	
21	Is the Owner prepared to accept the Fair Rent fixed by the Central Public Works Department (CPWD) if it is less than the Rent quoted by him/her	
22	Is the Owner willing to accept the cost of registering the Deed of Lease	

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Declaration

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- i)** I, _____ son/daughter/wife of _____
_____ hereby declare that I am the owner/ am authorised to act as the owner of the premises offered and I undertake that the particulars furnished above are true to the best of my knowledge and belief.
- ii)** I have read and understood the Specifications and Terms and Conditions of the Tender published by EPFO and to the best of my knowledge the premises offered by me fulfil the requirements

- iii) I accept that mere submission of this Technical Bid does not confer any right on me and the Regional Provident Fund Commissioner-I, EPFO, Regional Office, Coimbatore reserves the right to reject my Bid or cancel this Tender or extend it as he deems fit
- iv) My offer shall be valid for 4 (four) months from the date of opening of the Tender.

(Signature)

Place:

Date:

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---