INDIAN STRATEGIC PETROLEUM RESERVES LIMITED

(A wholly-owned subsidiary of OIDB), Ministry of Petroleum & Natural Gas
Mangalore Special Economic Zone, Chandrahas Nagar,
Kalavar Post, Mangalore-574142

TENDER NO: ISPRL/MNG/NS-65/2026-27/01 dated 02.10.2026

BIDDING DOCUMENT FOR PROVIDING ACCOMODATION FACILITY FOR 148 ITBP PERSONNEL FOR ISPRL MANGALORE FOR A PERIOD OF THREE YEARS

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Nature of Work: Providing accommodation facility for 148 ITBP personnel for Indian Strategic Petroleum Reserves Limited (ISPRL), Mangalore, Karnataka-574142 for a period of Three years.

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NOTICE INVITING TENDER

Tender No	ISPRL/MNG/NS-65/2026-27/01 dated 02.10.2026
Brief Description of the requirement	**BIDDING DOCUMENT FOR PROVIDING ACCOMODATION FACILITY FOR 148 ITBP PERSONNEL FOR INDIAN STRATEGIC PETROLEUM RESERVES LIMITED (ISPRL) MANGALORE, KARNATAKA-574142 FOR A PERIOD OF THREE YEARS.**
Bid Type	**Two Bid**
Mode	**Online through www.isprl.ewizard.in**
Pre-Bid Conference	12.10.2026, 11.00 hrs (IST). The bidders may attend the meeting in person at HO/ Mangalore Site of ISPRL and through on-line mode. All bidders are requested to send their queries in advance in xl format and share their e-mail address so that link can be shared with interested bidders.
Tender Document Submission date	22.10.2026@ 15.00 Hrs. (IST)
Date / Time of Technical Bid Opening	22.10.2026 @ 15.30 Hrs. (IST)
Offer Validity	180 days from Tender Document Submission date
Contract Period	3 years from the date of issue of Contract
EMD	₹ 50,000 (BG is also acceptable)
SD	**Kindly refer Tender Document**
Price Reduction Clause	½% subject to a maximum of 5 % of value of the total Contract value for every week or part thereof the delay beyond the Contract Completion date.
DD shall be drawn in favour of "ISPRL Noida,"	
For Queries contact	Navendu/ procleader-ho@isprlindia.com /+91-0120-2594639/+91-9449972571
Bidders are informed to check tender link on ISPRL website https://www.isprlindia.com/tenders.asp replies to queries raised during pre-bid meeting, any clarifications, corrigendum, addendum etc.	
Address to submit the EMD etc	**Chief Manager (Materials)** **Indian Strategic Petroleum Reserves Limited** **OIDB Bhawan, 3rd Floor, Plot No. 2, Sector – 73** **Noida – 201301, Uttar Pradesh, India** **Email: procleader-ho@isprlindia.com** Tel: +91-120-2594639 Mob: + 91-9449972571 (Please mention tender number on the envelop)

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NOTICE INVITING TENDER

1.0 ISPRL DETAILS

Indian Strategic Petroleum Reserves Limited (ISPRL) is a Special Purpose Vehicle created by Government of India for building and operating the Strategic Petroleum Reserves of India. ISPRL is a wholly owned subsidiary of Oil Industry Development Board (OIDB), under Ministry of Petroleum and Natural Gas. Under Phase – I of the Strategic Petroleum Reserves, ISPRL has constructed unlined Underground Rock Caverns along with associated facilities for storage of 5.33 MMT of crude oil at three locations viz. Visakhapatnam (1.33 MMT), Mangalore (1.50 MMT) and Padur (2.50 MMT).

ISPRL intends to float tender for providing accommodation facility for 148 ITBP personnel for ISPRL Mangalore, Mangalore Special Economic Zone, Chandrahas Nagar, P.O Kalavar, Mangalore for a period of Three years.

2.0 BRIEF SCOPE OF WORK

ISPRL intends to float tender for hiring accommodation facility for about 148 security personnel of ITBP at Mangalore city. For detailed scope of work, the bidder may refer to scope of work/services. All Bids will be evaluated based on rate per Sq. Ft for area of 13000 Sq. Ft ±10 % (Carpet Area basis) irrespective of the total carpet area of the built up property.

Note: If the Bidding property has an area more than 14300 sq. Ft (additional 10% of 13000 sq. Ft) bidder shall load the access area quote on the area of 14300 sq. Ft only. But if the bidding property is less than the 14300 sq. Ft and more than 11700sq.ft (this range is considered from +/- 10% of 13000 sq. Ft) than the bidder shall quote for the actual area that will be provided. However, any bidder who quotes for an area less than 11700sq.ft will be technically rejected.

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INSTRUCTIONS TO BIDDERS

1.0 Submission of Bids:

I. Bids are required to be submitted only through e-Procurement Portal at https://isprl.ewizard.in on or before the Bid submission date and time. Bidders are required to enrol on the e-Procurement portal (URL: https://isprl.ewizard.in/). It may also be noted that the price details are required to be filled & submitted only on the Schedule of Price format downloaded from above e-Tendering website

II. Bidders in their own interest are requested to enrol on e-Procurement portal and upload/submit their bid well in time. In the event of failure in bidder's connectivity with the Portal during the last few hours, bidder is likely to miss the deadline for bid submission. Due date extension request due to above reason may not be entertained

III. Physical Bids / Offers or Bids through any other mode shall not be accepted. The Offers submitted through e-tendering system, as above shall only be considered for evaluation and ordering.

IV. Bidders are requested to get acquainted with the E-Tendering System in advance and obtain/seek clarifications, if any from e-Wizard Helpdesk, whose contact information is provided in the e-Tendering Methodology. Refer e-Tendering Methodology in Page No: 20.

V. The complete Bidding Document is available on e-Procurement Portal (website: https://isprl.ewizard.in). Corrigendum/Addendum/ Amendment, if any, shall also be available on the referred web sites. Further, bidder shall give an undertaking on their letter head that the content of the bidding document has not been altered or modified.

VI. Experience of only the bidding entity shall be considered. A job executed by a bidder for its own plant/projects cannot be considered as experience for the purpose of meeting requirement of BQC/PQC of the tender. However, jobs executed for Subsidiary/ Fellow subsidiary/ Holding company will be considered as experience for the purpose of meeting BQC subject to submission of tax paid invoice(s) duly certified by Statutory Auditor of the

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bidder towards payments of statutory tax in support of the job executed for Subsidiary/Fellow subsidiary / Holding company. Such bidders to submit these documents in addition to the documents specified in the Bidding Documents to meet BQC

VII. Bids not received by the due date and time shall be rejected and representative of such bidders shall not be allowed to attend the bid opening.

VIII. ISPRL shall not be responsible for any expense incurred by bidders in connection with the preparation & uploading of their bids, site visit and other expenses incurred during bidding process.

IX. ISPRL reserves the right to assess bidder's capability and capacity to execute the work using in-house information and by taking into account other aspects such as concurrent commitments and past performance etc.

X. In case any bidder is found to be involved in cartel formation, his bid will not be considered for evaluation/ placement of order. Such bidder will be debarred from bidding in future.

XI. Various links such as "Help for Contractor", "Information about DSC", "FAQ", "and Resources required", "Bidders Manual Kit" etc. are available on home page of https://isprl.ewizard.in facilitating vendors to participate in the bidding process. Bidder are advised to download & utilize the available information/documents under these links for activities like Registration, obtaining User ID & Password, uploading & submission of e-bids etc. Bidders are advised in their own interest to carefully go through Instructions for e-tendering and other related document available against various help links so as to ensure that bids are uploaded in e-tendering website well before the closing date and time of bid submission.

XII. Request for extension in due date of submission of bids due to non-registration or delayed registration in e-procurement portal shall not be entertained.

XIII. Bidders may view the Bid opening through e-Procurement Portal i.e. https://isprl.ewizard.in.

XIV. Consortium/Joint bids/ multiple bids / alternative bids shall not be accepted.

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XV. ISPRL reserves the right to reject any or all the Bids and to annul the Bidding process at its discretion without assigning any reason whatsoever at any time prior to award of contract, without thereby incurring any liability towards the Bidder.

XVI. For detailed specifications, terms & conditions and other details, refer Bidding Document.

Contact person:

Head-site

Indian Strategic Petroleum Reserves Ltd

MSEZ, P.O Kalavar, Chandrahasnagar,

Mangalore – 574142

E-mail: dy-headsite@isprlindia.com, sm.manglore@isprlindia.com

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2.0 BID QUALIFICATION CRITERIA (Technical Bid)

1. The minimum space required (+/- 10 %) on carpet area basis.

   Total Carpet / Usable Area Required: The bidder's offered property shall have a minimum carpet/usable area of 13,000 sq. ft. (±10%) in the living area, along with an additional area of 2,100 sq. ft. comprising spacious Kitchen, Dining, Recreation and Arms & Ammunition areas, adequate to accommodate 40 persons at a time, either within the offered premises or in its immediate proximity.

   The Kitchen area shall be sufficiently spacious and suitably equipped to meet the cooking requirements of 148 ITBP personnel.

   The bidder shall furnish details of the total carpet/usable area of the building, duly certified by a Chartered Engineer / Government Registered Valuer / Registered Architectural Firm.

2. The property should be a standalone building.

3. The offered premises should be within a road distance of 25 K.M from the ISPRL, Mangalore site. (The documents to be submitted is the Address proof of the property i.e. Telephone Bill, MESCOM Bill, etc.).

4. The property should not be more than 35 years old i.e. constructed not earlier than 1991. (A notarized Building Completion certificate to be submitted).

5. The accommodation offered for rent must be free from litigation including dispute with regard to ownership, pending taxes, electrical bills, and dues. (Copy of affidavit from owner or the POA holder to be enclosed.)

6. The copies of following documents shall be self-attested and attached with technical bid

   a. GSTIN Details
   b. PAN Card Details
   c. Bank Details

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7. Bids must be accompanied with an amount of Rs. 50,000 (Rupees Fifty Thousand only) towards the Earnest Money Deposit/ Bid Security. Micro or Small Enterprises registered with District Industries Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises are exempted from submission of EMD subject to submission of valid certificate of MSE.

8. Occupancy certificate / Building Completion certificate issued by Mangalore City Corporation/ Panchayat or any other Govt. Department.

9. Sale/ Conveyance Deed/ Leave and License Agreement/ Lease Deed/ Deed of Declaration as proof of ownership.
.
10.Power of Attorney holder should submit a copy of Registered Power of Attorney (POA) in case of Joint owners.

11. All supporting documents furnished by the bidder in support of meeting the technical criteria of BQC shall be duly notarized by Notary public.

12. For supporting documents and printed literature submitted in any other language other than English, an equivalent English translation shall also be notarized and submitted.

13. Each of the page of the bid document submitted been signed and sealed by the Authorized Signatory of the Bidder.

14. The property shall be a commercial property.

3.0 PRICE BID CRITERIA

1. The price bid of those bidders who are qualified in technical bid will only be opened.
2. Bidders selected for opening of their priced bids shall be informed about the date, time and place of price bid opening.
3. All the Rates given in the Tender must be expressed both in words and in figures and in case of difference between the two, the rates given in words would be final and considered correct. In case of any differences between unit rates and totalized rates quoted by the bidder, then the unit rates shall prevail.

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4. All the rates columns in the SOR sheet to be filled compulsorily.
5. Prices quoted by the successful bidder in SOR for rental charges in the beginning of each year, shall remain firm, fixed and valid until completion of the respective year.

4.0 BID EVALUATION CRITERIA – (Technical and Price)

1. From the bids received, only the bids with the requisite Earnest Money Deposit (EMD) s per Bid qualification criteria and meeting technical qualification criteria shall be considered for further evaluation (for Cover two Opening i.e. Price Bid). In case if the bidder is registered under MSME/ NSIC etc as specified in BQC he has to submit necessary certificate.
2. Bids will be evaluated on overall L1 basis, i.e lowest landed cost to ISPRL.
3. The L1 bidder shall be decided based on the lowest total financial implications quoted for 3 years (including Escalation). In case of a tie in overall L-1, then the bidder with lowest road distance will be considered as the lowest ranking tenderer.
4. Bidder must meet the qualification requirements as specified in Bid qualification Criteria.
5. No bid shall be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity or any extension thereof.
6. Any uncalled for lump-sum/percentage or adhoc reduction/increase in prices, offered by the Bidders after opening of the prices, shall not be considered.
7. The bidder shall furnish along with his bid, documentary evidence to substantiate his claim for meeting the qualification requirement as specified below. This documentation shall include but not be limited to the following details pertaining to projects completed by bidder for qualification:

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8. Notarized total carpet area of the building should be certified by any chartered engineer /Govt. Registered Valuer/Architectural Firm.
9. Address proof of the property.
10. Occupancy certificate/ Building Completion Certificate issued by Mangalore City Corporation/ Panchayat or any other Govt Department.
11. Sale/ Conveyance Deed/ Leave and License Agreement/ Lease Deed/ Deed of Declaration as proof of ownership.
12. Power of Attorney holder should submit a Notarized copy of POA.
13. ISPRL reserves the right to complete the evaluation based on the details furnished without seeking any additional information.
14. All supporting documents furnished by the bidder in support of meeting the technical criteria of BQC shall be duly notarized by Notary public.
15. For supporting documents and printed literature submitted in any other language other than English, an equivalent English translation shall also be notarized and submitted.
16. Submission of authentic documents is the prime responsibility of the bidder.
17. Wherever ISPRL has concern or apprehension regarding the authenticity /correctness of any document, ISPRL reserves the right of obtaining the documents, cross verifying from the document issuing authority.
18. In the event of bidder's failure to meet the above, ISPRL reserves the right to complete the evaluation based on the details furnished by the bidder in the first instance along with their bid without seeking any additional information.
19. The bidder should accept in all the Tender clauses given in the Tender document with no deviations.

5.0 REJECTION CRITERIA .

Bids with the following deficiencies will be summarily rejected.

1. If Earnest Money Deposit (EMD) in original, is not found along with the technical Documents in Cover-1 then the Bids shall be rejected. However,

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PSU/ firms registered with NSIC/ MSE (Micro Small Enterprises) vendors registered with DIC (District Industries Centres) or any other body specified by Ministry of Micro, Small & Medium Enterprises (MoMSME), provided they are registered for the services they intend to quote and they submit evidence irrespective of the monetary value limit mentioned in their registration certificate are exempted from submission of EMD.

2. Bids received after the due date and after time of bid submission the Bids shall be rejected.
3. If the bidder does not comply with the Bid Qualification Criteria.
4. Bids with deviations to the tendered scope of work are rejected.
5. Bids found to have been submitted with falsified/incorrect information.
6. Bidders should quote prices in Indian Rupees only. Bids submitted in any other currency than INR shall be rejected.
7. Bidder to quote for all items enlisted in the SOR, otherwise bid shall be rejected.
8. Deviation on Bidders Qualification / Evaluation Criteria is not acceptable and such Bids having any deviation are liable for rejection.
9. In case any of the documents/details submitted are found to be false/fake/incorrect, ISPRL reserves right to reject such bids /Cancellation of Work Order.
10. If the bidder does not furnish documentary evidence to substantiate his claim for meeting the requirement as specified in the Bid Qualification Criteria i.e.
11. Notarized total carpet area of the building should be certified by any chartered engineer /Govt. Registered Valuer/Architectural Firm.
12. Address proof of the property.
13. Enclose copy of affidavit from owner or the POA holder to state the accommodation offered for lease is free from litigation.
14. Occupancy certificate/ Building Completion Certificate by Mangalore City Corporation/ Panchayat or any other Govt Department.
15. Sale/ Conveyance Deed/ Leave and License Agreement/ Lease Deed/ Deed of Declaration as proof of ownership.

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16. Power of Attorney holder should submit a copy of Registered POA.
17. For supporting documents and printed literature submitted in any other language other than English, an equivalent English translation shall also be notarized and submitted.

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GENERAL CONDITIONS OF CONTRACT:

1. PRELIMINARY

1.1 This is a Contract for execution of job as defined in tender document at the specified location

- The tenderer for the above-mentioned item of work is the company/ proprietary concern/ individual (as per details & address mentioned in the unpriced bid) and undersigned (digitally) is authorized to submit the bid on behalf of tenderer.
- It is the clear understanding between Indian strategic petroleum Reserves limited and the tenderer that in case the bid of tenderer is accepted by Indian strategic petroleum Reserves limited and an intimation to that effect is so issued and also a Procurement Order is on the tenderer this document shall form part of the Contract between the parties and terms and conditions hereunder would govern the parties' interest.
- Interpretation of Contract Documents: All documents forming part of the Contract are to be taken mutually explanatory. Should there be any discrepancy, inconsistency, error or omission in the contract, the decision of the Owner/Engineer- in-Charge/Site-in-Charge shall be the final and the contractor shall abide by the decision. The decision shall not be arbitrable. Works shown upon the drawings but not mentioned in the specification or described in the specifications without being shown on the drawings shall nevertheless be deemed to be included in the same manner as if they are shown in the drawings and described in the specifications.

1.2 Special conditions of Contract: The special conditions of contract, if any provided and whenever and wherever referred to shall be read in conjunction with General Terms and Conditions of contract, specifications, drawings, and any other documents forming part of this contract wherever the context so requires. Notwithstanding the subdivision of the documents into separate sections, parts volumes, every section, part or volume shall be deemed to be supplementary or complementary to each other and shall be read in whole. In case of any misunderstanding arising the same shall be referred to decision of the Owner/ Engineer- in-Charge/Site-in-Charge and their decision shall be final and binding and the decision shall not be arbitrable.

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It is the clear understanding that wherever it is mentioned that the Contractor shall do/perform a work and/or provide facilities for the performance of the work, the doing or the performance or the providing of the facilities is at the cost and expenses of the Contractor not liable to be paid or reimbursed by the Owner.

The Order of Precedence of documents shall be as follows with document at level having the highest precedence

1. Contract Agreement
2. Detailed Letter of Acceptance along with its enclosures
3. Letter of Award / Fax of Acceptance
4. Job Specifications (specific to particular job only)
5. Drawings
6. Special Conditions of Contract
7. Technical Specifications
8. Instructions to Bidders
9. General Conditions of Contract
10. Other Documents

Any amendment / change order issued after signing of formal contract shall take precedence over respective clauses of the formal contract and its annexures.

1. DEFINITION

In this contract unless otherwise specifically provided or defined and unless a contrary intention appears from the contract the following words and expressions are used in the following meanings;

1.1 The term "Agreement" wherever appearing in this document shall be read as" Contract".

1.2 The "Authority" for the purpose of this Contract shall be the CEO& MD, ISPRL or any other person so appointed or authorized.

1.3 The "CEO& MD" shall mean the Chief Executive Officer& Managing Director of INDIAN STRATEGIC PETROLEUM RESERVES LIMITED or any person so appointed, nominated or designated and holding the office of Chief Executive Officer& Managing Director.

1.4 The "Head Technical" shall mean the Dy. Chief Executive Officer of INDIAN STRATEGIC PETROLEUM RESERVES LIMITED

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1.5 The "Contract" between ISPRL and Contractor shall mean and include all documents like enquiry, tender submitted by the contractor and the letter of acceptance issued by ISPRL.

1.6 "The Contractor" means the person or the persons, firm or Company whose tender has been accepted by ISPRL and includes the Contractor's legal heirs, representative, successor(s) and permitted assignees.

1.7 The "Documents" shall include Bid documents submitted by the CONTRACTOR,

1.8 The "SERVICES" shall mean the providing manpower for services described in this tender document.

1.9 "ISPRL" means the INDIAN STRATEGIC PETROLEUM RESERVES LIMITED incorporated in India having its registered office at Mangalore, Kalavar Post , India.

1.10 The "DGM" shall mean the Deputy General Manager (Technical) of INDIAN STRATEGIC PETROLEUM RESERVES LIMITED.

1.11 The "Tender" means the document submitted by a person or authority for carrying out the work and the Bidder means a person or authority who submits the tender offering to carry out the work as per the terms and conditions.

1.12 The "Work" shall mean the works to be executed in accordance with the Contract or part thereof as the case may be and shall include extra, additional, altered or substituted works as maybe required for the purposes of completion of the work contemplated under the Contract.

2. EARNEST MONEY DEPOSIT(EMD)/ BID SECURITY:

I. Bids must be accompanied with an amount of Rs. 50,000 (Rupees Fifty Thousand only) towards the Earnest Money Deposit/ Bid Security. Bids not accompanied with the requisite Earnest Money Deposit/ Bid Security shall be considered as non-responsive and such bids shall be summarily rejected.

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II. The bidder shall submit an EMD of Rs.50,000/- value by E-payment in the name of M/s Indian Strategic Petroleum Reserves Limited, Noida. ISPRL will not be responsible for any loss / non-receipt of tender/ EMD etc. Date format should be “DD.MM.YYYY” (Date/Month/Year) format. EMD shall be paid electronically, proof of the same shall be provided and EMD shall be valid for 180 days from the date of bid closing.

III. There will be no waiver of EMD for Public Sector Undertakings of Central/ State Government Undertakings or any other bidder. However, Micro or Small Enterprises registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises are exempted from submission of EMD subject to submission of valid certificate of MSE.

- ISPRL shall not pay any interest on EMD/Bid Security furnished.
- EMD/ Bid securities of unsuccessful bidders will be returned within 45 days. However, in case ISPRL decides to cancel/ annul the Enquiry / Tender document at any stage during the bidding process but before the award of work, EMD of the bidders shall be returned at the earliest from the date of such decision.

IV. In case of Successful Bidder the EMD / Bid security, shall be released after the completion of the contract period. EMD will be forfeited in case of:

a) Failure of the bidder to honour their offer.

b) Withdrawn their offer before expiry of validity period.

c) Inability to perform satisfactorily after receipt of order in case of successful tenders.

V. No interest is payable on EMD/ Bid Security. Offers without EMD/Bid Security or submitted in the form of cheque will not be considered and the tender will be summarily rejected under following circumstances.

a. The Name in BG & the name of the firm used for bidding are different

b. EMD is not of the prescribed value.

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5. TIME PERIOD

The agreement shall be made for a period of 3 years for providing accommodation, Recreation and Dining facility for 148 ITBP personnel posted at ISPRL Mangalore, Mangalore Special Economic Zone, Chandrahas Nagar, P.O Kalavar, Mangalore.

6. COST OF BIDDING

All direct and in direct costs associated with the preparation and submission of bid (including clarification meetings) shall be to Bidder's account and ISPRL will in no case be responsible or liable for those costs, regardless of the conductor outcome of the bidding process.

7. CLARIFICATIONS IN BIDDING DOCUMENT

a) Although all the details presented in this Bidding Document have been compiled with reasonable care, however, the Bidder is expected to examine the Bidding Document, including all instructions in the Bidding Document and ensure that the information provided is clearly understood.

b) Bidding documents once issued are non-transferable in any other name.

c) Bidders should seek clarification about all the technical doubts and other points related to the tender during Pre-Bid meeting OR through mail before submission of the bidding documents.

8. AMENDMENT OF BIDDING DOCUMENT

1. At any time prior to the deadline for submission of bids as well as up to priced bid opening, ISPRL may, for any reason whether at its own initiative or in response to a clarification or modification requested by any prospective Bidder(s), modify the Bidding Documents.
2. Any addendum issued shall be part of the Bidding Documents and shall be uploaded on website https://isprl.ewizard.in.

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3. Bidders shall examine the Bidding Documents thoroughly and inform ISPRL of any apparent conflict, discrepancy or error, so that the ISPRL may issue appropriate clarification(s) or amendment(s), if required.
4. The Bidder and any of his personnel or agents will grant permission to ISPRL representative to enter the proposed property and land for the purpose of such inspection.
5. Bidder may contact Head Site, ISPRL Mangalore for the purpose of necessary site information or forward their queries to sm.manglore@isprlindia.com

9. CONFIDENTIALITY OF BIDDING DOCUMENT

1. Bidders shall treat the bidding documents and contents there in as strictly confidential. If at any time, during the bid preparation period, Bidder decides to decline to bid; all documents must be immediately returned to ISPRL.
2. The Bidding Document is and shall remain the exclusive property of ISPRL without any right to Bidder to use them for any purpose except for the purpose of Bidding.

10. LANGUAGE OF BID

The Bid and all correspondence concerning the Bid shall be in English Language. For supporting documents and printed literature submitted in any other language other than English, an equivalent English translation shall also be submitted. Responsibility for correctness in translation shall lie with the Bidder. In case of any conflict, for the purpose of interpretation of the Bid, the English translation shall govern.

11. COMPLIANCE TO BID REQUIREMENT

ISPRL expects Bidder’s compliance to the requirement of Bidding Document without any deviation and to submit substantially responsive bid.

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12. BID PRICES

1. Bidder shall quote price after careful analysis of cost involved for the performance of the work considering all parts of the Bidding Document. In case any activity which could be reasonably implied/ inferred from the contents of the Bidding Document then the prices quoted shall deemed to be inclusive of cost incurred for such activity.
2. The prices shall be based on conditions specified in General Conditions of Contract, Scope of Work, Bid Qualification Criteria, Bid Evaluation Criteria and other contents of Bidding Document.
3. Prices quoted by the successful bidder for rental charges in the bid, shall remain firm, fixed and valid until completion of the Contract performance and will not be subject to variation on any Account.
4. Alternative bids will not be considered.

Bidder to quote rate in SOR considering all the calculations based on below table. (This is only Sample format No Price to be quoted in the below table).

Sl. No	Description	Area (Sq.Ft) (11700-14300) A	Rate (Per Sq. Ft per Month) B	Rent Per Month (Rs.) C	Annual Rent (Rs.) D=(C*12)
1	**Rent for 1st year** Monthly rental charges = (Sq. Ft -A) * (Rate per Sq. Ft.- B)= C Monthly rental charges (Including 2100 Sq. feet additional area and civil and electrical maintenance) Total fixed monthly charges i.e.(A*B)= C Annual Rent C*12=D				
Description				Annual Rental (Rs.)	

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2	**Rent for 2nd year** (considering escalation % on Annual Rent (D) D+ % escalation charges = E		D+(D *%)=E
3	**Rent for 3rd year** (considering escalation % on annual rent (E) E + % escalation charges = F		E+(E * %)= F
4	Total (1+2+3) (including escalation , Excluding Tax)		G = (D+E+F)
5	IGST 18 % on G		
6	Total for 3 years including IGST18% (G +18%)		

13. BID VALIDITY

a) Bid shall remain valid for a minimum period of 180 days from due date of submission of Bid. During the above period, bidders shall not be entitled to revoke or cancel their Bid or vary the Bid given or any term thereof without written consent of ISPRL. In case, bidders are revoking or cancelling their Bid or varying any terms in regard thereof without the written consent of ISPRL, the EMD of the bidder shall forfeited and the bid shall be rejected.

b) ISPRL may seek extension of the validity period of bid. If the Bidder agrees to the extension request, the validity shall be suitably extended. Bidders may refuse the request of extension of bid validity without forfeiting his EMD. However, bidders agreeing to the request for extension of validity of bid shall not be permitted to modify the bid because of extension, unless specifically invited to do so.

c) Pre bid meeting will be conducted on designated date at ISPRL office, Chandrahas Nagar, Mangalore -574142 or through online mode to clarify queries of Tenderer regarding Bid document / Bid.

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14. MULTIPLE/ ALTERNATIVE BID

A bidder shall on no account submit more than one bid. Only bidders who have acquired Bidding Documents from ISPRL website are eligible to submit bids. Bids submitted by any other person will be liable to be rejected.

15. OPENING OF PRICE BID

a. If a bidder has not complied with Bid Security / Earnest Money Deposit requirement, such bidder's offer (Part-I) shall not be processed for further opening and such bids shall be rejected out rightly.

b. Part-II of bid of only those bidders whose bids is determined to be technically and commercially acceptable by ISPRL shall be opened. Bidders selected for opening of their priced bids shall be informed about the date, time and place of price bid opening.

c. The offered premises shall be evaluated on the basis of the facility offered/quoted. A team of ISPRL official shall visit the offered premises for evaluation prior to price bid opening. The decision of ISPRL in all such cases shall be final. No reason(s) and/or explanation, whatsoever, shall be given to unqualified bidders. ISPRL reserves the right to reject any or all the offers without assigning any reason and the decision to such effect shall be final and binding.

16. UNSOLICITED POST TENDER MODIFICATION

Bidders are advised to quote as per terms and conditions of the Bidding Document and not to stipulate deviations/ exceptions. Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical /commercial clarifications and details sought on any deviations, exceptions or conditions mentioned in the bid unless any amendment to Bidding Document is issued by Owner.

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17. CONTACTING ISPRL

Bidders are allowed to contact ISPRL regarding bid from the date of Bid floated till bid closing date mentioned in the Tender. Bidders are advised not to contact ISPRL on any matter relating to its bid from the time of Bid opening to the time Contract is awarded, unless requested to in writing. Any effort by a Bidder to influence ISPRL in any of the decision in respect of Bid evaluations or award of Contract will result in the rejection of Bid. Except for queries on bid and prices.

18. ISPRL'S RIGHT TO ACCEPT OR REJECT ANY BID

ISPRL reserves the right to accept or reject any Bid or the Tender and to annul the Bidding process and reject all Bids at any time prior to award of contract, without there by incurring any liability to the affected Bidder or Bidders or without any obligation to inform the affected Bidder or Bidders of the grounds or the reasons for ISPRL action.

19. NOTIFICATION OF AWARD

The Bidder, whose bid is accepted by ISPRL, shall be issued Letter of Award (LOA) prior to expiry of bid validity. Bidder shall confirm acceptance by returning a signed copy of the LOA.

20. RETENDER

Please note that if Tender has been retendered, then it is mandatory for the bidder to submit their offer again.

21. TERMINATION OF CONTRACT –

ISPRL may terminate the contract at any stage for reasons recorded in the letter of termination.

I. ISPRL may terminate the Contract for any or all of the following reasons that the Contractor / Bidder/ Service provider:
    a. Has abandoned the work/Contract.

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b. Has failed to commence the works, or has without any lawful excuse under these conditions suspended the work for 15 consecutive days.
c. Has become untraceable.
d. Has acted in any manner to the detrimental interest, reputation, dignity, name or prestige of ISPRL.
e. Has without authority acted in violation of the terms and conditions of this contract and has committed breach of terms of the contract in best Judgment of ISPRL.
f. He has been declared insolvent/ bankrupt.
g. Reputation, Name or Dignity of ISPRL.

II. ISPRL on termination of such contract shall have the right to appropriate the EMD, Retention Money and invoke the Bank Guarantee furnished by the contractor and to appropriate the same towards the amounts due and payable by the contractor as per the conditions of Contract and return to the contractor excess money, if any, left over.

III. When the contract is terminated by ISPRL for all or any of the reasons mentioned above the Contractor shall not have any right to claim compensation on account of such termination.

22. ASSISTANCE TO BIDDERS

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the relevant contact person indicated below Contact person:

Head Site,
Indian Strategic Petroleum Reserves Ltd
MSEZ, P.O Kalavar, Chandrahas Nagar,
Mangalore-574142,
Phone no. 0824-2881808/1810
9035066101/8050066102
Email: sm.manglore@isprlindia.com

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23. INTERPRETATION OF CONTRACT DOCUMENTS

All documents forming part of the Contract are to be taken as mutually explanatory. If there is any discrepancy, inconsistency, error or omission in the contract, the same shall be brought to the notice of ISPRL before submitting the Bid otherwise the decision of DGM (Technical)/ Head Site shall be the final and the contractor shall abide by the decision.

24. SECURITY DEPOSIT

A Security Deposit of 2 months advance rent shall be paid as SD (security deposit) to the successful bidder while paying the 1st month rent after possession. SD will be adjusted against the last 2 months of the invoice of the lease period.

25. DUTIES AND RESPONSIBILITIES OF BIDDER

1. Liability by Bidder

On receiving information of any breach, non-fulfilment and/or non-observance by the CONTRACTOR and/or his sub-contractors and other agencies engaged by him in connection with the Works or any of the provisions or requirements of any of the Labour Laws, rules and regulations and/or as to the inaccuracy of any of the returns or statements furnished by the CONTRACTOR and/or his sub-contractors and/or any records or accounts maintained by any of them with respect to which the OWNER as the principal employer or otherwise can have a liability, the OWNER shall be entitled to deduct from the Bills and any amounts due or becoming due to the CONTRACTOR, under this or other contract(s) with the CONTRACTOR, any sum(s) required or estimated to be required, in its judgment which shall be final and binding on the CONTRACTOR, for making good or compensating for the liability or possible liability of the OWNER by reason of the said breach, non-fulfilment or no observance and/or inaccuracy aforesaid.

2. NOTICES TO LOCAL BODIES AND STATUTORY APPROVALS

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The bidder shall comply with all notices required by government authority, instruction, rule or order made under any act of parliament, state laws or any regulations or bylaws of any local authority relating to the works.

26. STATUTORY LEVIES:

a) Income tax will be deducted at source as per rules at prevailing rates, unless certificate, if any, for deduction at lesser rate or nil deduction is submitted by the Contractor from appropriate authority.

b) The contractor shall provide accurate particulars of PAN number as required, under Section 206AA of Income Tax Act 1961.

c) The contractors having their 'tax residency status' outside India shall provide Tax Residency Certificate (TRC), issued by Government of the Country or the specified territory where the Contractor is a Resident. Rule 21AB of the Income Tax Rules, 1962 has prescribed the contents of a TRC. This would enable the Corporation to deduct tax at source by duly considering the 'treaty relief', if any, under Double Taxation Avoidance Agreement (DTAA) entered into between GOI and the respective country/specified territory in which the Contractors' 'tax residency status' is currently in force.

27. SUBMISSION OF TENDER

a. Before submitting the Tender, the Tenderer shall at their own cost and expenses visit the site, examine and satisfy as to the nature of the existing roads, means of communications, the character of the soil, state of land and of the excavations, the correct dimensions of the work facilities for procuring various construction and other material and their availability, and shall obtain information on all matters and conditions as they may feel necessary for the execution of the works as intended by the Owners and shall also satisfy of the availability of suitable water for construction of civil works and for drinking purpose and power required for fabrication work etc. Tenderer, whose tender may be accepted and with whom the Contract is entered into shall not be eligible and be able to make any claim on any of the said counts in what so ever manner for what so ever reasons at any point of time and such a claim

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shall not be raised as a dispute and shall not be arbitrable. A pre-bid meeting may be held as per the schedule mentioned in the tender.

b. The Tenderer shall be deemed to have satisfied fully before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the schedule of quantities which rates and prices shall except as otherwise provided cover all his obligations under the contract.

c. It must be clearly understood that the whole of the conditions and specifications are intended to be strictly enforced and that no work will be considered as extra work and allowed and paid for unless they are clearly outside the scope, spirit, meaning of the Contract and intent of the Owner and have been so ordered in writing by Owner and/or Engineer-in-Charge/Site-in-Charge, whose decision shall be final and binding.

d. Owner reserve their right to award the contract to any tenderer and their decision in this regard shall be final. They also reserve their right to reject any or all tenders received. No disputes could be raised by any tenderer(s) whose tender has been rejected.

e. The prices quoted by the Tenderer shall be firm during the validity period of the bid and Tenderer agrees to keep the bid alive and valid during the said period. The Tenderers shall particularly take note of this factor before submitting their tender(s).

f. In consideration for having a chance to be considered for entering into a contract with the Owner, the Tenderer agrees that the Tender submitted by him shall remain valid for the period prescribed in the tender conditions, from the date of opening of the tender. The Tenderer shall not be entitled during the said validity period, to revoke or cancel the tender without the consent in writing from the Owner. In case the tenderer revokes or cancels the tender or varies any of terms of the tender without the Consent of the Owner, in writing, the Tenderer forfeits the right to the refund of the Earnest Money paid along with the tender.

g. The prices quoted by the Tenderer shall be firm during the validity period of the bid and Tenderer agrees to keep the bid alive and valid during the said period. The Tenderers shall particularly take note of this factor before submitting their tender(s).

h. The Contractor shall not carry on any work other than the work under this Contract within the Owner's premises without prior permission in writing from the Engineer- in- Charge/Site- in-charge.

i. The Contractor shall be bound to follow and ensure compliance to

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all the safety and security regulations and other statutory rules applicable to the area. In the event of any damage or loss or sufferance caused due to non-observance of such rules and regulations, the contractor shall be solely responsible for the same and shall keep the Owner indemnified against all such losses and claims arising from the same.

j. The contractor shall make all arrangements at his own cost to transport the required materials outside and inside the working places and leaving the premises in a neat and tidy condition after completion of the job to the satisfaction of Owner. All materials except those agreed to be supplied by the Owner shall be supplied by the contractor at his own cost and the rates quoted by the Contractor should be inclusive of all royalties, rents, taxes, duties, statutory levies, if any, etc.

k. At any time after acceptance of tender, the Owner reserves the right to add, amend or delete any work item, the bill of quantities at a later date or reduce the scope of work in the overall interest of the work by prior discussion and intimation to the Contractor. The decision of Owner, with reasons recorded therefor, shall be final and binding on both the Owner and the Contractor. The Contractor shall not have right to claim compensation or damage etc. in that regard. The Owner reserves the right to split the work under this contract between two or more contractors without assigning any reasons.

l. All signatures in tender document shall be dated as well as all the pages of all sections of the tender documents shall be initialled at the lower position and signed, wherever required in the tender papers by the Tenderer or by a person holding Power of Attorney authorising him to sign on behalf of the tenderer before submission of tender.

m. All corrections and alterations in the entries of tender paper will be signed in full by the tenderer with date. No erasures or over writings are permissible.

n. Transfer of tender document by one intending tenderer to another one is not permissible. The tenderer on whose name the tender has been sent only can quote.

o. The Tender submitted by a tenderer if found to be incomplete in any or all manner is liable to be rejected. The decision of the Owner in this regard is final and binding.

p. The bidder shall be deemed to have fully satisfied on the correctness and sufficiency of information provided in this bid document for prices quoted in the schedule of rates.

q. Bidders may load the rental value for the Kitchen, Dining, Recreational and other common areas put together which shall not exceed another 2100 sq. ft. (carpet area) or the actual size

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whichever is less within the quoted rate as no separate lease rental shall be computed either for purpose of bid-evaluation or for lease payment subsequently for these areas.

28. PAYMENT OF CLAIMS AND DAMAGES

The Bidder shall provide electrical, sanitary and other fittings and fixtures and maintain the same in good, working and useable condition at all times and replace such items as may be broken or mal-functioning, at its own cost. This includes any damages caused due to or arising out of flux of time or natural and reasonable wear and tear. The Institute on its part shall take reasonable care and extend due cooperation in maintaining the property in good condition and shall return the same to the Bidder at the end of the lease, subject to reasonable/normal wear and tear due to flux of time and usage. In case of any delay in maintenance or restoration of services the institute will get it done at risk and cost of the lessor and adjust the same against the payment due.

29. CONTRACTOR TO INDEMNIFY ISPRL

The Contractor shall indemnify every officer &employee of ISPRL against all actions, proceedings, claims, demands, costs, expenses, whatsoever arising out of or in connection with the works and all actions, proceedings, claims, demands, costs, expenses which may be made against ISPRL for or in respect of or arising out of any failure by the Contractor in the performance of his obligations under the contract.

30. FORCE MAJEURE CLAUSE

Circumstances leading to force majeure;

I. act of terrorism;

II. riot, war, invasion, act of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection of military or usurped power;

III. Ionizing radiation or contamination, radio activity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel, radioactive toxic explosive or other hazardous properties of any explosive assembly or nuclear component; epidemics, pandemic, earthquakes, flood, fire, hurricanes,

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typhoons or other physical natural disaster, but excluding weather conditions regardless of severity. iv. Freight embargoes, strikes at national or state-wide level or industrial disputes at a national or statewide level in any country where Works are performed, and which affect an essential portion of the Works excluding any industrial dispute which is specific to the performance of the Works or the Contract.

For the avoidance of doubt, inclement weather, third party breach, delay in hand over of the property or commercial hardship shall not constitute a Force Majeure event.

31. PRE BID MEETING

The Pre Bid Meeting will be conducted on 12th OCT2026 @ 3.00 PM at ISPRL office, Chandrahas Nagar, Mangalore -574142 to clarify queries of Tenderer regarding Bid document / Bid. Bidders may attend Pre Bid Meeting at own expense and interest. Queries if any, relating to the Tender/Bid, to be sent by mail to sm.manglore@isprlindia.com, 2 days prior to Pre Bid Meeting.

32. ARBITRATION

a. All disputes and differences of whatsoever nature, whether existing or which shall at any time arise between the parties hereto touching or concerning the agreement, meaning, operation or effect thereof or to the rights and liabilities of the parties or arising out of or in relation thereto whether during or after completion of the contract or whether before after determination, foreclosure, termination or breach of the agreement (other than those in respect of which the decision of any person is, by the contract, expressed to be final and binding) shall, after written notice by either party to the agreement to the other of them and to the Appointing Authority hereinafter mentioned, be referred for adjudication to the Sole Arbitrator to be appointed as hereinafter provided.

b. The appointing authority shall either himself act as the Sole Arbitrator or nominate some officer/retired officer of Indian Strategic Petroleum Reserves Limited (referred to as ISPRL or ISPRL) or a retired officer of any other Government Company in the Oil Sector of the rank of Ch. Manager & above or any retired officer of the Central Government not below the rank of a Director, to act as the Sole Arbitrator to adjudicate the disputes and differences between the parties. The contractor/vendor shall

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not be entitled to raise any objection to the appointment of such person as the Sole Arbitrator on the ground that the said person is/was an officer and/or shareholder of ISPRL, another Govt. Company or the Central Government or that he/she has to deal or had dealt with the matter to which the contract relates or that in the course of his/her duties, he/she has/had expressed views on all or any of the matters in dispute or difference.

c. In the event of the Arbitrator to whom the matter is referred to, does not accept the appointment, or is unable or unwilling to act or resigns or vacates his office for any reasons whatsoever, the Appointing Authority aforesaid, shall nominate another person as aforesaid, to act as the Sole Arbitrator.

d. Such another person nominated as the Sole Arbitrator shall be entitled to proceed with the arbitration from the stage at which it was left by his predecessor. It is expressly agreed between the parties that no person other than the Appointing Authority or a person nominated by the Appointing Authority as aforesaid, shall act as an Arbitrator. The failure on the part of the Appointing Authority to make an appointment on time shall only give rise to a right to a Contractor to get such an appointment made and not to have any other person appointed as the Sole Arbitrator.

e. The Award of the Sole Arbitrator shall be final and binding on the parties to the Agreement.

f. The work under the Contract shall, however, continue during the Arbitration no payment due or payable to the concerned party shall be withheld (except to the extent disputed) on account of initiation, commencement or pendency of such proceedings.

g. The Arbitrator may give a composite or separate Award(s) in respect of each dispute or difference referred to him and may also make interim award(s) if necessary.

h. The fees of the Arbitrator and expenses of arbitration, if any, shall be borne equally by the parties unless the Sole Arbitrator otherwise directs in his award with reasons. The lumpsum fees of the Arbitrator shall be 40,000/- per case for transportation contracts and 60,000/- for engineering contracts and if the sole Arbitrator completes the arbitration including his award within 5 months of accepting his appointment, he shall be paid 10,000/- additionally as bonus. Reasonable actual expenses for stenographer, etc. will be reimbursed. Fees shall be paid stage wise i.e. 25% on acceptance, 25% on completion of pleadings/documentation, 25% on completion of arguments and balance on receipt of award by the parties.

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i. Subject to the aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under, shall apply to the Arbitration proceedings under this Clause.

j. The Contract shall be governed by and constructed according to the laws in force in India. The parties hereby submit to the exclusive jurisdiction of the Courts situated at "location given in tender header" (say Noida) for all purposes. The Arbitration shall be held at "location mentioned for such purpose in Tender header" (say Noida) and conducted in English language.

The Appointing Authority is the CEO& MD of Indian Strategic Petroleum Reserves Limited

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Scope of Work/Services:

1.0 DETAILED SCOPE OF SERVICE:

Scope of Bidder-

1) The building should be made in ready to use condition within 30 days from the date of communication of bid acceptance letter/ LOI, with electricity, water, sewage, firefighting equipment and adequate toilet facilities, lighting, fan, electrical sockets, The particulars of amenities provided/proposed to be provided inside the property/building complex should be clearly indicated in the Technical Bid.

2) If property requires repair/renovation/retrofitting and painting the successful bidder will have to undertake on his own before handing over the leased property.

3) Bidder has to replace at his own expense any damages caused due to flux of time or natural or reasonable wear and tear.

4) The following shall be in the scope of bidder:

   - Tap water for washing, bathing and cooking, must be available round the clock 24x7.
   - Installation of Industrial RO Water Filter/ Aqua guard/eureka forbes /any similar type of water Purifier with sufficient capacity of drinking water to all ITBP Personnel.
   - Replacement of any non-functional light/ bulbs.
   - Arranging of trash removal or Waste Disposal as per Mangalore City Corporation norms / Concerned Panchayat.
   - Maintenance of Water supply system
   - Maintenance and running of motors and water pumps installed at the premises.
   - Maintenance of Lifts, if any, provided in the building.

5) All the maintenance of the proposed building shall be carried out by Male staff only.

6) The Bidder shall provide electrical, sanitary and other fittings and fixtures and maintain the same in good, working and useable condition at all times and replace such items as may be broken or mal-functioning, at its own cost. This includes any damages caused due to or arising out of flux of time or natural and reasonable wear and tear. ISPRL on its part shall take reasonable care and extend due cooperation in maintaining the property in good condition and shall return the same to the Bidder at the end of the

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lease, subject to reasonable/normal wear and tear due to flux of time and usage.

7) In case of any delay in maintenance or restoration of services ISPRL, will get it done at risk and cost of the lessor and adjust the same against the payment due.

8) Periodic tank/Sump cleaning comes under the bidder's scope.

9) All liabilities of taxes, have to be met by the bidder/owner of property.

10) In case of co-owners/joint owners, the bid documents i.e. technical bid and Price Bid, should be signed by all the co-owners/joint owners. In case any one of the owners chooses to sign the bid documents, he should invariably submit an Authorization/ Power of Attorney to do so from the remaining owners.

11) All expenses towards lease deed agreement, stamp duty, registration & all other legal documentation charges shall have to be borne by the successful bidder.

12) Bidder shall quote only for the space on Carpet Area basis and not to include the cost of any extra furniture's, Cupboard, Cot which are not sought by ISPRL.

13) Successful Bidder shall appoint a representative to coordinate with ISPRL after issuing work order.

14) The scope of work documents / technical specifications (Bid Qualification Criteria/ Bid Evaluation Criteria) shall be read in conjunction with General Terms and Conditions of Contract and any other documents forming part of this contract wherever the context so requires. Notwithstanding the subdivision of the documents into separate sections, parts or volumes, every section, part or volume shall be deemed to be supplementary or complementary to each other and shall be read in whole. In case of any misunderstanding the same shall be referred to decision of the Head-Site and his decision shall be final.

- Minimum of 37 Flats of 2 Bed room configuration with sufficient Bathroom /Toilets OR
- Minimum of 25 Flats of 3-Bed Room Configuration with sufficient Bathroom / Toilets OR
- Any Hotel / Hospital/ Hostel Property with Adequate room capacity to accommodate 148 personnel including space for a wardrobe for each occupant with sufficient Bathroom /Toilets OR

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- Minimum 04 large barrack-type halls (to accommodate 38 - 40 beds + wardrobe/ almirah in each hall) and having one Bath/Toilet per 08 occupants.

15) Total Carpet/ usable area required: Bidder's offered property should have minimum carpet area of 13,000 sq. ft. (±10%) in the living area & an additional space of 2100 Sq. Ft that will comprise of a spacious Kitchen, Dining, recreation & arms ammunition areas to cater 40 persons at a time within or in immediate proximity to the offered area. Space for Kitchen should be large enough to take care of the cooking requirements for 148 ITBP personnel.

16) If the bidding property has an area of more than 14,300 Sq. Ft, bidder shall quote for the area of 14300 Sq. Ft only. But if the bidding property is less than 11700 Sq. Ft will be technically rejected.

17) The bidder has to provide the details of total carpet area of the building with certification by any chartered engineer or Govt. Registered Valuer or Architectural Firm.

18) The Property should have amenities like fan, Lightings and fixtures, and sufficient no. of Toilets & Bathrooms with at least one toilet/bathroom for every 8 occupants. (At least 19 bathrooms/toilet for 148 ITBP personnel)

19) The offered premises should be within a road distance of 25 K.M from the ISPRL, Mangalore site.

2.0 GENERAL TERMS AND CONDITIONS ON SERVICES:

a) The Property should have amenities like fan, Lightings and fixtures, and sufficient no. of Toilets & Bathrooms with at least one toilet/bathroom for every 8 occupants.

b) The offered premises should be within a road distance of 25 K.M from the ISPRL, Mangalore site.

c) The bidding property should be a standalone property or separately demarcable.

d) Separate dedicated Parking should be provided to the proposed property, in case any other residential or commercial building is situated within the premises of proposed property.

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e) The building should have easy approach from the main road and have a reasonable parking space.

f) The bidder shall submit only 1 proposal for the same property. In case more than one proposal is received from the bidder all such proposals shall be disqualified.

g) In case of co-owners/joint owners, the bid documents i.e. technical bid and Price bid, should be signed by all the co-owners/joint owners. In case any one of the owners chooses to sign the bid documents, he should invariably submit an Authorization/ Power of Attorney to do so from the remaining owners.

h) The electricity and water supply lines/ connection shall be provided by the owner at his own cost and expenses. However ISPRL shall pay the bidder all the running charges with respect to electricity charges and water charges of the said premises during the lease period on the basis of the actual consumption and submission of Bills. A separate meter shall be installed by the proprietor for measuring the consumption of water and electricity by ITBP personnel and reimbursement of water & electricity bills shall be done based on the submission of bill of this separate meter solely used for accommodation of ITBP personnel.

i) In case of emergency i.e. water supply disruption by Municipal Corporation and rates of water tanker etc will be paid as prescribed by the Municipal Corporation or any other Govt. Competent Authority or rates approved by ISPRL.

j) Bidder to install Installation of Industrial RO Water Filter/ Aqua guard/eureka forbes /any similar type of water Purifier with sufficient capacity of drinking water to all ITBP Personnel.

k) If property requires repair/renovation/retrofitting and painting the successful bidder will have to undertake on his own before handing over the leased property.

l) The offered premises shall be evaluated on the basis of the facility offered/quoted. A team of ISPRL official shall visit the offered premises for evaluation prior to price bid opening. The decision of ISPRL in all such cases shall be final. No reason(s) and/or explanation, whatsoever, shall be given to unqualified bidders. ISPRL, reserves the right to reject any or all the offers without assigning any reason and the decision to such effect shall be final and binding.

m) Successful Bidder shall appoint a representative to coordinate with ISPRL after issuing work order.

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n) In case of any complaint of non-fulfilment of any obligation under the contract, ISPRL reserves the right to withhold payments due to the contractor out of such amounts payable, if any, or likely to fall due to the company to make such payments as it may consider necessary for smooth and unhindered working.

PAYMENT TO THE CONTRACTOR:

I. The contractor shall submit monthly IGST invoice latest by succeeding month for rental charges along with electricity and water charges to the ISPRL Mangalore. The payment shall be made through RTGS / NEFT Transfer within 30 days from the date of receipt of the bill. Applicable taxes as per relevant laws shall be deducted at source from the invoice before Releasing payment.

II. Income tax at the prevailing rate as applicable from time to time shall be deducted from contractor's bills as per income tax act and quoted rates shall be deemed to Include the same.

III. The payment payable to the contractor shall be on the basis of Schedule of Rates, quoted by the contractor besides this the contractor shall not be entitled to receive any other payments other than those reimbursements stipulated in the contract.

IV. The electricity and water supply lines/ connection shall be provided by the owner at his own cost and expenses. However, ISPRL shall pay the bidder all the running charges with respect to electricity charges and water charges of the said premises during the lease period based on the actual consumption and submission of Bills. A separate meter shall be installed by the proprietor for measuring the consumption of water and electricity by ITBP personnel and reimbursement of water & electricity bills shall be done based on the submission of bill of this separate meter solely used for accommodation of ITBP personnel.

V. The documents are to be certified/signed by authorized person of the Contractor. On receipt of the bill along with the above-mentioned required

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documents complete in all respects, payment shall be cleared within 30 days by ISPRL. If it is found that the contractor has not discharged the statutory obligations, ISPRL shall be at liberty to deduct such sums/dues from the bills and pay to the respective authorities. No advance payment in any case would be made to the contractor by ISPRL.

VI. The payment(s) to be made to the contractor are subject to deduction of tax(s), Cess, etc. levied by Government as per the rules from time to time.

TERMS OF PAYMENT:-

- The payment will be made within 30 days after submission of invoice at ISPRL Mangalore. The payment shall be released by ISPRL head office at Noida on receipt of bill duly verified by Head Site. The payment will be made after deducting the statutory deductions like TDS etc.

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Check List To be filled by Bidder:

Sl. No	Description	YES	NO
1	The bidder shall submit an EMD of Rs.50, 000/- value shall be enclosed with the technical bid by way of Demand Draft/Bank guarantee valid for 180 days from the date of bid closing, in favour of M/s Indian Strategic Petroleum Reserves Limited, Noida. If they are registered with NSIC/ MSE (Micro Small Enterprises), any other body specified by Ministry of Micro, Small & Medium Enterprises (MSME) they submit evidence registration certificate are exemption from submission of EMD.		
2	Total carpet area of the building certificated by any chartered engineer/Govt. Registered Valuer/architectural firm		
3	Occupancy certificate / Building Completion Certificate issued by Mangalore City Corporation/ Panchayat or any other Govt. Department.		
4	Sale/ Conveyance Deed/ Leave and License Agreement/ Lease Deed/ Deed of Declaration as proof of ownership.		
5	Power of Attorney holder should submit a copy of notarized copy of Power of Attorney (POA) in case of Joint owners.		
6	Supporting documents and printed literature submitted in any other language other than English, an equivalent notarized English translation submitted.		

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7	Each of the page of the bid document submitted been signed and sealed by the Authorized Signatory of the Bidder.		
8	Whether the property should not be more than 35 years.		
9	All supporting documents submitted by the bidder in support of meeting the technical Criteria of BQC shall be duly notarized by Notary public.		
10	The following documents shall be self attested. 1. Copy of Service Tax / GST Registration 2. Copy of PAN 3. Bank Details		
11	Address proof of the property (i.e. Telephone Bill, MESCOM Bill, etc.).		
12	The accommodation offered for rent must be free from litigation including dispute with regard to ownership, pending taxes, electrical bills, and dues. (Copy of affidavit from owner or the POA holder to be enclosed.)		

SEAL & SIGNATURE OF BIDDER

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