



## UNIVERSITY OF KERALA

### NOTICE INVITING EXPRESSION OF INTEREST (E.O.I)

#### (Expression of Interest from individuals / firms / companies for hiring of Buildings/Towers for Hostels of University of Kerala)

1. Introduction: The University of Kerala is having its main campus at Kariavattom, Thiruvananthapuram. Since the University hostels are not sufficient for the students, it is proposed to hire a suitable property for Students hostel purpose from individuals / firms / companies on lease / rent basis. The details of the EOI can be downloaded from the official website i.e. [www.keralauniversity.ac.in](http://www.keralauniversity.ac.in).
2. University of Kerala invites Expression of Interest (EOI) for hiring of buildings on lease / rent basis for Hostels. The interested bidders may submit their offers on the appropriate format which may be downloaded from the University website [www.keralauniversity.ac.in](http://www.keralauniversity.ac.in). and forward the same in a sealed envelope to the Registrar, University of Kerala, SH Campus, Thiruvananthapuram, Pin Code - 695534, so as to reach not later than **4.00 p.m on 25.10.2023**. The University in no case will be held responsible for late delivery or loss of the documents so mailed.
3. Pre bid conference will be held on **17.10.2023 at 11.30 am** Hrs at the Office of the Registrar at SH Campus, Palayam. Interested bidders may attend the meeting for clarifications if any.
4. The EOI should be submitted in accordance with the procedure detailed herein. The documents should be enclosed in separate envelope of appropriate size each of which should be sealed .

The Envelope should contain the following documents: -

- (a) Covering letter
  - (b) Information in Annexure - I duly signed and stamped
  - (c) Information in Annexure –II (Price Bid) to be sealed in a separate envelope
  - (d) Demand Draft for EMD in favour of the Registrar, University of Kerala
5. The Envelope should be addressed to the Registrar, University of Kerala at the above mentioned address, and the envelope should be super scribed "EOI FOR HIRING OF BUILDING FOR HOSTEL", EOI number and date. If the envelope is not sealed and marked as required, the University will assume no responsibility for the bid's misplacement or premature opening. The EOI received through E-mail/Fax, or not in proper format, or without appropriate and supporting documents will summarily be rejected.

## TERMS & CONDITIONS

1. The University of Kerala is desirous of hiring suitable Buildings/accommodation for Hostel within the limits of in and around Kariavattom on temporary basis initially for a period of one year which may be extended further for two more years on satisfactory service. The hostel building should accommodate a minimum of 50 boys/girls.
2. The building should have sufficient double/triple bedded rooms and matching bathrooms and toilets (i.e. at least 01 toilet for 8 students and 1 bathroom for 6 students)
3. The building should have suitable provision and adequate space for running Mess for the students.
4. The rent shall be got assessed by the University of Kerala as per Government norms.
5. The building should be complete in every respect to be put to use as per the requirements of the University.
6. The owner will ensure proper repairs/maintenance of the building as per prescribed norms during the lease let-out/ rented period.
7. The Bid must accompany details of Demand Draft for EMD of Rs. 25,000/- (Rupees Twenty-five Thousand Only) in favour of the Registrar, University of Kerala.
8. The Building should be ideally located within a radius of 8 km from the Kariavattom campus and should have proper approach and easily accessible from National Highway/State Highway/motorable link road, in safe and secure area.
9. Rooms should be well lighted and ventilated.
10. 24 hours water and electricity must be available.
11. The owner has to provide DG set of required capacity as power backup and the fuel for functioning of DG set will be provided by the University, as per actual consumption.
12. The owner has to provide services for round the clock security, cleaning of building premises, toilets and bathrooms, if demanded by the University.
13. Selected party shall be required to sign a lease/rent agreement containing detailed terms & conditions with the University of Kerala. The Agreement shall be signed initially for a period of one year.
14. Building offered must be free from all encumbrances claim and legal disputes etc. Documentary proof of up to date electricity charge payment bill, building tax clearance (wherever it is being paid) etc. must be submitted along with this EOI document
15. The parties may furnish complete details in the application form attached with this document (Annexure -1).
16. All existing and future rates, taxes including property taxes, assessment charges and other out-going whatsoever of description in respect of the said premises shall be payable by the owner thereof.
17. The electricity and water supply lines/connection shall be provided by the owner at his cost and expenses.
18. A committee consisting of officials of the University of Kerala would visit the property to assess the suitability of the property offered which would constitute part of the technical evaluation. Price Bids of technically qualified bidders only will be opened. Firm date for opening of price bids will be intimated.
19. The University of Kerala reserves the right to consider/reject any such proposal without assigning any reason thereof.
20. Commencement & Termination.

- (a) The agreement for hiring of buildings /accommodation shall come into force as per our requirement and shall remain in force for the period agreed upon.
- (b) The agreement may be terminated by giving two months' notice by the University of Kerala. However, during such notice period the buildings/accommodation shall remain in the possession of the University of Kerala.

21. Indemnification:

The party shall keep the University of Kerala indemnified against all claims/litigation in respect of the buildings/accommodation so hired by the University of Kerala

**22. Terms of payment**

- a. The rent charges shall be paid at fixed rate at the 10<sup>th</sup> of each month or as per the lease agreement entered into with the party on the terms & conditions mutually agreed upon.
- b. The monthly payment of rent shall be subject to deduction of taxes as per rules.
- c. Interested parties should submit the complete expression of interest document, including Annexure- I & II, duly filled in and signed at the bottom of each page, in token of having accepted the terms and conditions. These documents should be sealed in an envelope superscripted "Expression of Interest for hiring of building for Hostel".

**23. The following documents should be enclosed with the EoI bid.**

- a. A set of floor plans, sections, elevations and site plan of the premises offered showing the detailed dimensions, main approach road, and road on either side if any, width of the roads and adjacent properties etc. around the properties.
- b. A copy of the Title deed documents.
- c. Copy of GST /TIN No. PAN No. allotted (if any) by the concerned authorities should be enclosed.
- d. Latest certificate from the competent authority of having paid all the updated relevant taxes, electricity bills, water bills indicating the details of the property offered for leasing out to the University of Kerala, should be enclosed.
- e. Technical bid as per Annexure 1
- f. Price Bid as per Annexure 2

**UNIVERSITY ENGINEER  
FOR THE REGISTRAR**

## ANNEXURE I

|    |   |  |
|----|---|--|
| 1  | Full Particulars of the Legal Owner of the premises:<br>(a)Name &Address(es) (b) Telephone Number(s) (c) E-Mail id  |  |
| 2  | Full particulars of person(s) offering the premises on rent/lease and submitting the tender<br>(i)<br>(ii)<br>(iii)<br>(iv)   |  |
| 3  | Status of the applicant with regard to the property offered for hiring (enclose power of attorney also if the applicant is Power of Attorney holder).   |  |
| 4  | Total Area offered for rent<br>(i) Total Carpet Area ( in Sq. ft)<br>(ii) Total land area ( in are)<br>(iii) Total Plinth Area( in Sq. ft)  |  |
| 5  | Are there any items or special services intended to be provided for payment of additional charges (besides the rent)? If so, please indicate each such service/intended to be provided with details of such services  |  |
| 6  | Particulars of completion certificate, Year of construction, age of the building etc. Enclose attested/self-certified copy of completion certificate issued by Competent Authority Whether the property offered for rent is free from litigation including disputes in regard to ownership, pending taxes, due or like (Enclose copy of Affidavit from owner or Power of Attorney holder)   |  |
|    | Facilities for vehicle parking (mention details)  |  |
| 8. | a) Whether running water, drinking and bathing/cooking, available round the clock?<br>b) Whether sanitary and water supply installations have been provided?<br>c) Whether electrical installation and fittings, Power Plugs, switches etc. provided or not<br>d) Whether building has been provided with sufficient lights and fans in all rooms or not?<br>e) If yes. give the Nos. of fans floor wise Sanctioned Electricity load Domestic Power |  |

|    |   |  |
|----|---|--|
| 9. | Whether the building has been provided with the Dining hall facility? If yes, please furnish the details of dining Tables & Chairs.   |  |
| 10 | i)Details of Power Back-up facility / Generator with capacity ii) Arrangements for regular repairs and maintenance of such PowerBackupfacility. iii)Details of Fire Safety Mechanism along with particulars of Fire Department Certificate (Copy of Certificate to be enclosed) iv) Specify the lease period (minimum one year) and provisions for Provisions for regular repairs and maintenance and special repairs, if any of the building |  |
| 11 | Whether the building has been properly constructed as per the approved plans If yes, mention in detail.   |  |
| 12 | Whether property tax, all corporation tax, local taxes are included in the rent? .Furnish details of such taxes viz Property tax, all Corporation Taxes, and other Local Taxes being levied and paid in respect of the accommodation offered.   |  |
| 13 | Whether round the clock security guards will be provided for the building and positioned at the entrance. No. of security guards-04(one each for 8hrs shift +one leave relief)  |  |
|    |   |  |

### Declaration

- (i) I/We have read and understood the detailed terms and conditions applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.
- (ii) (ii) It is hereby declared that the particulars of the building etc. as furnished against the individual items are true and correct as per my knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences/lawful action as the Department may wish to take.

**SIGNATURE OF LEGAL OWNER/POWER OF ATTORNEYHOLDER (delete as inapplicable)**

**(NAME IN BLOCK LETTERS) (DESIGNATION)**

**PRICE BID****(To be submitted in a separate sealed envelope)**

Name of the Bidder : ..... THE ENVELOPE – II  
CONTAINING FINANCIAL BID IS TO BE OPENED AFTER SCRUTINY OF TECHNICAL  
BIDS, INSPECTION OF THE PROPERTIES AND SHORTLISTING OF THE PROPERTIES.

| Details of the property as per Technical Bid | Carpet area of the premises offered (sq.ft) | Basic Rent-Rate per sq. ft. of carpet area (inclusive of all taxes / cess – House tax , Property tax, Corporation taxes etc. and Maintenance charges like Society charges etc. but excluding GST) | Charges for round the clock security of the building i.e(3+1 reliever) | Rental charges for DG set including maintenance with our fuel | GST, as per prevailing rates (converted into Per sq. ft., if applicable) | Total Rent-Rate per sq. ft. of carpet area (inclusive of all taxes / cess and GST) Total of Column (iii) to (vi)<br>(i) (ii) (iii)<br>(iv) (v) (vi)<br>(vii) |
|--|---|---|--|---|--|--|
| (i)  | (ii)  | (iii)   | (iv)   | v   | vi   | vii  |
|  |   |   |  | (Rs in figures)   |  |  |
|  |   |   |  | (Rs in figures)   |  |  |
|  |   |   |  |   |  |  |

1. Registration and stamp duty charges for execution of lease agreement shall be shared equally by the Lessor and the University (50: 50).
2. Carpet area rate. The carpet area rate shall be inclusive of basic rent plus all statutory charges ( i.e. all taxes / cess present and future – House tax , Property tax, Corporation taxes etc. and Maintenance charges like Society charges etc. but excluding GST). The rent will be paid from the date of taking possession of the premises. Nothing extra will be paid other than the monthly rent which would be payable before 10th of the subsequent month.

Signature of the Bidder with seal