



वरिष्ठ राज्य चिकित्सा आयुक्त कार्यालय
कर्मचारी राज्य बीमा निगम, "पंचदीप भवन" नंदानगर इन्दौर-452 011(म.प्र.)
फोन-फैक्स 0731-2572560, ई-मेल smc-mp@esic.in

किराए पर आवास लेने हेतु रूचि की अभिव्यक्ति के आमंत्रण की सूचना

कर्मचारी राज्य बीमा निगम को निम्नानुसार स्थानों पर कर्मचारी राज्य बीमा सेवाएं, मध्यप्रदेश द्वारा संचालित औषधालयों के संचालन हेतु भवन किराए पर चाहिए :-

क्र.	स्थान	भवन का कुल वांछित क्षेत्रफल (वर्ग मीटर में)
1.	मांगलिया, इन्दौर	150
2.	बामौर (जिला-मुरैना)	200
3.	हाथीताल, जबलपुर	150

विस्तृत जानकारी एवं आवेदन-पत्र की प्रस्तुति हेतु प्रातः 09.30 बजे से सायं 6.00 बजे तक संपर्क करें एवं पूर्ण विवरण सहित निर्धारित प्रारूप में प्रस्ताव टेंडर बॉक्स में डाले अथवा उक्त पते पर पंजीकृत डाक से लिफाफे पर "क.रा.बी.सेवाएं औषधालय हेतु भवन किराए पर देने के लिए रूचि की अभिव्यक्ति" लिखकर दिनांक **20.01.2017** अपराह्न 1.00 बजे तक भिजवाए जा सकते हैं। निर्धारित तिथि पश्चात् प्राप्त होने वाले प्रस्ताव प्रक्रिया में शामिल नहीं किए जाएंगे। अन्य अनुकूल व्यवस्था होने अथवा निगम के स्वयं के भवन निर्मित हो जाने तक के लिए उक्त भवन उस समय तक किराए पर लिए जाएंगे। (निर्धारित फॉर्म निबंधन और शर्तों सहित निगम की वेबसाईट www.esic.nic.in अथवा www.esicmp.in के "Tender" लिंक से प्राप्त किया जा सकता है।) किसी भी अथवा समस्त आवेदनों को बिना कोई कारण बताए अस्वीकार करने का अधिकार निगम सुरक्षित रखता है।

वरिष्ठ राज्य चिकित्सा आयुक्त



कर्मचारी राज्य बीमा निगम
वरिष्ठ राज्य चिकित्सा आयुक्त कार्यालय,
पंचदीप भवन, नन्दा नगर, इंदौर-452011 (म.प्र.)
फोन/फैक्स: 0731-2572560, ई-मेल: smc-mp@esic.in

No.18/U/16/12/Hiring Disp/SMC/2016

Dated: 24.12.2016

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR HIRING OF PREMISES
FOR DISPENSARIES RUN BY ESI SERVICES, M.P.

1. INTRODUCTION

1.1 Office of Senior State Medical Commissioner-M.P., Employees' State Insurance Corporation (ESIC), situated at Panchdeep Bhawan, Nanda Nagar, Indore - 452011 (hereinafter referred as 'SSMC') invites Expression of Interest (EOI) from the interested and eligible persons/premise owners for hiring of leased accommodation for the Dispensaries of Employees' State Insurance Services (ESIS), M.P. at various locations in Madhya Pradesh for the period of 05 years which can be extended for a further period on mutual consent.

1.2 Details of the Locations:

S.No.	Name of ESIS Dispensary	Existing Address of the ESIS Dispensary	Required Carpet Area (Aprox)	Rooms
1.	Mangliya, Indore	ESIS Dispensary, House No. 2, M.P. Milk Dugdh Sangh Aawas, Mangliya, Indore	150 sq.metre	6-8
2.	Banmore (Distt.Morena)	ESIS Dispensary, Saxena Ki Kothi, A.B. Road, Banmore	200 sq.metre	8-10
3.	Hathitaal, Jabalpur	ESIS Dispensary, Hathitaal Colony, Jabalpur	150 sq.metre	6-8

Indicative area of amenities required:

S.No.	Amenities	Indicative Area
1.	Doctors room	3x4 sq.meter
2.	Pharmacy	3x5 sq.meter
3.	Lab	3x4 sq.meter
4.	F.W./Inj.Room	3x4 sq.meter
5.	Dressing room	3x3 sq.meter

6.	Office room	3x4 sq.meter
7.	Registration	3x4 sq.meter

1.4 EOI documents is also available for viewing on the 'Tenders' link of the website Employees' State Insurance Corporation i.e. www.esicmp.in or www.esic.nic.in. Any Corrigendum to this EOI will be notified through the aforesaid websites only. Selection of the successful bidder will be at the sole discretion of the SSMC who reserves the right to accept or reject any or all the proposals without assigning any reasons, whatsoever.

2. TERMS & CONDITIONS

2.1 The space offered should preferably be on ground floor with a single floor. In case, space offered is on multiple floors, it should be on continuous floors with the provision for dedicated entry for movement between the floors. Evidence of appropriate approvals for commercial/institutional use of the property must be submitted along with Technical Bid.

2.2 In case the accommodation offered is 2nd Floor or above, appropriate provisions for lifts should be available. The basement area of the accommodation offered of a multi storey building is not considered while deciding total required area.

2.3 The location for office space should be in the vicinity of existing office- i.e within a radius of 2 KMs from the locations where existing Dispensary is situated. Nothing contained in this clause shall however, prohibit SSMC to accept the accommodation at farther locations, if the terms and the facilities/features are found to be attractive, meeting the requirement of Dispensary. The building at suitable locations having connectivity by public transport, parking space, toilets, water supply, sewage, ventilation, proper electricity connection and installed load and fulfilling other local needs i.e. IPs and employer reach will be given preference.

2.4 Free parking space within the premises to park 2/4 Wheeler vehicles must be available for exclusive use of ESIC/ESIS. (Self certificate regarding availability details is to be mentioned at para 5 of Annexure 'A').

2.5 The offered property should have electricity supply. A separate electric meter of appropriate load must be installed.

2.6 The accommodation should have provision for sufficient running water supply for both drinking and utility facilities.

2.7 There should be enough arrangement for public utilities (Toilets, etc) for men and women on each floors separately.

2.8 The Responsibility for payment of all kind of taxes such as property tax, Municipal tax, service tax etc in connection with the property offered shall be of the Owner/Bidder and updated copies of all tax receipts should be attached with the bids. The owner shall continue to bear these charges at his own cost for the lease period or extended lease period as well.

2.9 The property offered should be well connected by public transport at a reasonable distance and should be easily accessible to IP/IWs of ESIC.

2.10 The property offered should have adequate security cover and fire safety measure installed

2.11 Possession of the accommodation will be handed over to concerned IMO Incharge of Employees' State Insurance Services, M.P. (under administrative control of Govt. of M.P.) on immediate basis from the date of award of the order and rent shall be payable from the date of possession subject to clause 2.15 and 2.22 of the EOI document. Further, the rent will be paid on actual handover of premises after compliance of clause 2.15 and 2.22.

2.12 The space offered should be free from any liability and litigation with respect to its ownership, lease/ renting and there should be no pending payments against the same.

2.13 Clearances/No Objection Certificates from all relevant Central/State Government and Municipal authorities including fire Department for use as office and dispensary premises conforming to the municipality Rules/ Bye-laws along with the documents in support of ownership of Building/ Land and construction thereon must be submitted with the Technical Bid. Also, Copies of approved plan of the accommodation offered should be submitted along with the Technical Bid.

2.14 The EOI will be acceptable only from original owner of the building/ property. ESIC will not pay

any Brokerage for the offered property. All documents must be signed by the original owner himself.

2.15 The space offered should have power Back-up electrical fixtures (Switches, Powerpoints lights, fans etc.), False ceiling with adequate lighting arrangements etc installed as per requirement of Service Dispensary before the date of possession. However, if the installed fixtures such as Genset, lights, fans, ACs are not found acceptable, the bidders should be prepared to remove the same at their own cost and installed new one at their own cost within 45 days from the award of the EOI.

2.16 The maintenance (civil, electrical, mechanical, plumbing including consumable items etc.) shall be provided by the owner and the owner shall also undertake to carry out annual repairs and maintenance such as white washing, painting, plantation, pest and rodent control every year. No additional charges for the same shall be payable.

2.17 The bidders should give rates including of all taxes, as applicable.

2.18 Rates should be quoted in Indian Rupees only, Rates quoted in currencies other than Indian Rupees shall not be considered.

2.19 Overwriting, alterations, if any, in the Bids should be signed by the authorized signatory.

2.20 The successful bidder shall provide the building in ready condition per requirements given in terms of para 2.15 within 45 days from the award of EOI

2.21 The owner /landlord will have to construct partition/Doctor's c ESI Corporation's requirement/ESI Corporation's plan and make modifications/alterations in the premises if so desired by the ESI Corporation at his own cost before handing over possession to the ESI Corporation/Services. Permission /approval required if any regarding additions/alterations/modifications of the premises shall be obtained by the owner/landlord at his own cost from the concerned local authorities.

2.22 The premises offered shall have proper flooring acceptable to the ESI Corporation.

2.23 EOI not conforming to these requirements shall be rejected and no correspondence will be entertained in this regard whatsoever the reason may be.

2.24 The property tax, water tax etc. levied by Local Govt. and Central Govt. are to be borne by the Owner.

2.25 The Property owner should be willing to allow erection of Pole/Tower on the rooftop/premises for INTERNET connection for the computerization of the Dispensary and installation of dispensary equipment with necessary electricity fittings.

2.26 Any form of canvassing/ influencing the bid will attract rejection of bid submitted by the bidder.

3 PROCEDURE FOR SUBMISSION OF EOI

Technical Bid should contain the details required, as per proforma at Annexure A and should be kept in a separate sealed envelope superscribed as "Technical Bid". The Technical Bid should be accompanied by the documents, as per Annexure A without which the EOI will be considered incomplete and hence, summarily rejected. No rate/rent charge shall be mentioned in Technical Bid. Financial Bid should contain details, as per proforma at Annexure B and should be kept in another separate sealed envelope superscribed as "Financial Bid". The Bidders should quote rates in Financial Bid, including of all taxes, levies and charges, as applicable. These two sealed envelopes must be kept in a separate envelope in a single cover addressed to the S.S.M.C., Panchdeep Bhawan, Panchdeep Bhawan, Nanda Nagar, Indore-452011 superscribed as '**EOI FOR LEASED ACCOMMODATION FOR ESIS DISPENSARY AT _____**' and must reach on or before the closing time and date of submissions of bid i.e. 13:00 hours on 20.01.2017 at the Office of the SSMC. Bids received after the closing time and date will not be entertained. The bids will be opened at 15:00 hours on 20.01.2017.

4 PAYMENTS

4.1 Payments shall be made by the Office of the SSMC against pre- receipted bills as per the lease deed to be executed between the SSMC and the owner or his/ her authorized representatives. The registration charges and stamp duty payable for registration of lease deed shall be borne by the lessor/owner.

4.2 Payments of rent will be made on monthly basis through electronic mode (i.e. ECS/CBS/NEFT etc., as applicable) in favour of Owner after deduction of the tax at source (TDS) as applicable from

time to time.

4.3 No enhancements of rate during the period of contract will be entertained.

5 TERMS OF TERMINATION OF LEASE

5.1 The period of lease should be minimum five years with provision for extension of lease on mutually agreed terms.

5.2 The lease can be cancelled by either side by giving a notice of not less than 3 months.

6 ARBITRATION

All disputes in connection with the execution of contract shall be settled under the provisions of arbitration and conciliation Act 1996 (as amended up to date/time to time) and the rules framed there under and in force shall be applicable to such proceedings.

7 PENALTY CLAUSE

Failure on the part of the owner to execute terms and conditions during the period of contract will attract penalty on the rates as decided by the Arbitrator.

8 MISCELLANEOUS

8.1 SSMC shall be under no obligation to accept the lowest quotation i.e. In case the lowest quotation become unreasonable then monthly rent as determined and fixed by the Competent Authority i.e. Director General, ESIC or his nominee will be final who may take opinion of bodies like CPWD etc. to make such decision.

8.2 SSMC shall have the right to carry out necessary alteration/modification or make such structural or other changes to/in the premises as may be required by it for the purpose of its work,. Provided always that the SSMC shall not make any permanent structural alternations incapable to being reversed or which would render incapable the restoration of the premises to its original positions without the consent in writing of the owner/landlord(s) but such consent shall not be unreasonably withheld in the case of such alteration as shall be necessary or required by SSMC for the purpose of better amenities

and carrying on its working effectively. But the SSMC shall have all rights to make temporary alteration in the demised premises and to erect temporary partitions, cabins, counters etc. as are necessary to carry on its working effectively.

8.3 SSMC shall have the right to install satellite dishes/communication towers and other communication equipments etc. as deemed necessary by the SSMC for facilitating electronic communication as also installation of power generating/amplifying devices including but not restricted to Power transformers, Power Generators etc. as well as placing of sign boards, hoardings/publicity materials, ACs etc. in the terrace for its working activities and the owner/landlord will have no objection of any kind whatsoever and shall not claim any compensation or additional rent.

8.5 The SSMC shall have right to install generator sets for carrying its working effectively. Since SSMC is the lessee/hire and has no insurable interest, the owner/landlord hereby has to insure the premises/assets rented/hired against risks like burglary, fire or natural calamity at his own (owner's). SSMC will not be responsible for or liable to make good any losses that may be sustained in any future date in respect of such premises/assets.

8.6 Painting of the premises including front and back verandahs, kitchen, bath rooms, toilets, boundary wall, the entire exterior facade and painting or polishing of all doors, windows, ventilators, grills etc. as may be desired by the IMO I/c of the Dispensary will be carried out by the owner/landlord every year within the lease period and also before the handing over possession. In case the owner/landlord fails to do so, the SSMC shall have the right to arrange it at the cost of the owner/landlord and deduct from the landlord.

8.7 Whenever necessary, the owner/landlord(s) will carry out necessary repairs of the building from time to time within reasonable period and in the event of failure or neglect or default on the part of the owner/landlord to carry out or effect necessary repairs, it will be optional for the SSMC either to terminate the lease or to retain the occupation of the demised premises or part thereof or to make or effect or carry out the necessary repairs of the premises, after a due notice to the owner/landlord and to deduct, the expenses so incurred along with interest etc. from the rent which is payable or become payable or otherwise recover from the owner/landlord. No rent will be payable for the period during which the ESIC is deprived of the use of the demised premises or part thereof due to the failure, neglect or default of the owner/landlord to carry out the necessary repairs of the demised premises.

8.8 The possession of the premises will be given by the owner/landlord to the IMO I/c of concerned Dispensary of ESI Services after completion of entire work as per their requirement and specifications. After taking possession, if it is found that any item or work remains unattended or not according to the specifications, the owner/landlord has to complete the same within a reasonable time from the date of possession of premises and in case of default, the SSMC will have right to get the above unfinished jobs/works/items completed by availing the services of other agencies and recover the amount so incurred from the rent payable to the owner/landlord.

8.9 During the currency of the lease agreement the owner/landlord shall not transfer, mortgage, sell or otherwise create any interest in the premises leased to the SSMC with any other party affecting SSMC's right of occupation and any of the terms of the lease without written consent of the SSMC.

8.10 That if the landlord is desirous of making any addition to the building it shall be ensured by him that no access/approach by whatever means is made from the demised portion or by encroaching upon the open spaces which have been herein above made available to the exclusive use of the ESIS Dispensary.

8.11 If the demised premises at any time during the said terms or any extension thereof damaged, destroyed or rendered uninhabitable by fire, earthquake, cyclone, tempest, flood, violence of any army or mob or other irresistible force or act of God, and be not caused by the acts or neglect or fault of the ESIC then in such case it shall be optional with the SSMC to determine the lease or to retain occupation of the demised premises, if the SSMC so desires without any diminution of rent hereby reserved.

8.12 After receipt of SSMCs confirmation for leasing of the premises which is considered to be most suitable/reasonable and its acceptance by its owner/ landlord(s), if the owner/landlord(s) backs out on account of any reason, the owner / landlord(s) is liable to pay the SSMC the full expenditure incurred by the SSMC from releasing of advertisement to finalising the premises and other incidental expenditure incurred in the process.

8.13 Non- fulfillments of any of the above terms shall result in rejection of bid.

8.14 All disputes lie within the jurisdiction of Indore (M.P.) only.

8.15 The SSMC-M.P., ESIC, Indore reserves the right to reject all or any EOI without assigning any reason thereof.

9. LIST OF ENCLOSURES

Bidder should number the pages of Technical Bid and provide an index indicating the page number of each document submitted. The index should be placed on the top of the Technical Bid. Each page and all details provided should be duly signed by the authorized signatory. All undertakings provided shall be on the letterhead of the company (if applicable) and duly signed by the authorized signatory. The following documents to be enclosed for submission of Technical Bid: -

- (a) Annexure 'A' duly filled up and signed.
- (b) Copy of cancelled cheque
- (c) Copy of PAN
- (d) Copy of certified sketch and site plan/approved plan
- (e) Proof in respect of ownership of the premises offered for which copy of purchase deed to be enclosed.
- (f) Copies of electricity bill and water bill for any month of preceding one year
- (g) Copies of latest receipts in support of payments made towards Property Tax/Municipal Tax/Service Tax as applicable.
- (h) Undertaking as per Annexure 'C'.

Sr. State Medical Commissioner-M.P.

TECHNICAL BID FORM
EOI TITLE -HIRING OF OFFICE PREMISES FOR ESIS DISPENSARIES

S. No.	Particulars	Documents to be submitted
1	1. Full particulars of the legal owner of the premises: - a) Name: b) Address (office & residence) c) Telephone & Mobile No. d) Telefax: e) E-mail ID f) PAN No.	
2	Full particulars (with complete contact details e.g. postal address, phone number, mobile number and e-mail ID of person(s) offering the premises on rent/lease and submitting the EOI.	
3	a) Complete address with brief description and location of the accommodation offered. b) Whether commercial or dual use (Residential-cum-commercial) c) Radial Distance (approx) from concerned SD	
4	Total area offered for rent (floor wise) in sq ft. Carpet area i) Covered area	

	<p>ii) Super area</p> <p>iii) Dimensions of staircase</p>	
5	Facilities for vehicle parking	
6	<p>Type of accommodation - Please provide answer to each of the sub points:</p> <p>a) whether single floor or multi-storey</p> <p>b) In case of multi-storey, number of floors with details of area on each floors.</p> <p>c) With provision of rooms on each floor or hall type.</p> <p>d) Type of structure (load bearing structure/RCC framed structure)</p> <p>e) Details of space available for installation of GENSET/UPS etc.</p>	
7	Number of lifts and their carrying capacity (if any)	
8	Availability of facilities/utilities (TOILETS etc.)	
9	<p>a) Whether running water, both drinking and Otherwise, available round the clock</p> <p>b) Whether sanitary and water supply installations have been provided</p>	
10	Total electrical fittings such as lights, fans, power plugs, switches etc. installed floor wise.	

11	i) Sanctioned electricity load ii) Whether willing to get the electricity load increased in case ESIS Dispensary requires	
12	Details of power backup facilities	
13	Details of Fire Safety mechanism along with	
14	The period and time when the said accommodation could be made available for occupation after the approval by SSMC	
15	Distance from the nearest: a) Railway Station b) Bus Stand	
16	Various Tax Receipts (Property/Municipality tax/Service Tax receipts etc.)	

Declaration:

- 1) 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.
- 2) It is hereby declared that the particulars of the buildings etc., as furnished against the individual items are true and correct as per my/our knowledge and behalf. In the event of any of the same being found to be false, I/we shall be liable to such consequences/lawful action as the SSMC may wish to take.

Signature: _____

Name : _____

Address: _____

FINANCIAL BID**Hiring of Premise for ESIS Dispensaries*****Full particulars of the legal owner of the premises:***

- a) Name:
 b) Address (Office & Residence):
 c) Telephone & Mobile No.:
 e) E-mail ID:
 f) Address of Property offered
- d) Telefax:

S No.	Brief Description of Property	Total Carpet Area	Rate Quoted per Sq Ft.
Total Amount Per Month (in Figures)			
Total Amount Per Month (in words)			

Note:

- Lowest bidder shall be decided based on the total amount filled in above. No other charges shall be considered in deciding lowest bidder.
- Quoted amount should be covering all taxes as applicable from time to time. This shall be the amount payable by the SSMC Office monthly as rent.
- Rates should be quoted in figures and words without any errors, overwriting or corrections and should include all applicable taxes etc. In case of any discrepancy between the amount mentioned in numbers and words, the amount mentioned in words shall prevail.

Signature: _____

Name : _____

Designation: _____

Date : _____

Undertaking

I/We do hereby solemnly declared and undertake that:

- 1) All terms & conditions of the EOI are acceptable to me/us. If any information furnished by me/us is found incorrect/false, the contract is liable to be cancelled without prejudice to any other legal action.
- 2) I/We also confirm that I/We understand that the SSMC reserves absolute rights to reject any bid or all bids without assigning any reason.
- 3) I/We also declare that there is not any Government/ Municipal restrictions barring the letting of the proposed building on rent and I/We am/are the legal owner of the proposed building.
- 4) I/We have not been black listed in any Govt. organization/institution.

DATE :

(OWNER'S SIGNATURE & NAME)

PLACE-