



EXPRESSION OF INTEREST (EOI)

FOR

LEASING OF OFFICE PREMISES

**Property: 5th Floor Sangam Place,
Civil Lines, Prayagraj**

Last date for submission: 31.07.2022

(Only from PSUs/Nationalised Banks/Govt. Authorities)

NTPC Limited
(A Govt. of India Enterprise)
Northern Regional Office
TC-33/V-1, Vibhuti Khand, Gomti Nagar
Lucknow
Ph: 0522-2723124



NTPC Limited
(A Govt. of India Enterprise)
Northern Region Head Quarter
TC-33/V-1, Vibhuti Khand, Gomti Nagar
Lucknow-226010
Ph: 0522-2723124

EXPRESSION OF INTEREST (EOI) FOR LEASING OF OFFICE

NTPC Ltd. (Formerly National Thermal Power Corporation Ltd.), Northern Region Head Quarter, Lucknow, invites EOI from the interested PSUs/Nationalised Banks/Govt. Authorities (Only) for leasing out the following properties on monthly rental basis on "As is where is" & "As is what is" basis:

Property:	Furnished Office space admeasuring 8907 Square Feet (Built up Area) located at Office at 5th Floor (the Complete 5th Floor), Sangam Place, Civil Lines, Prayagraj (Allahabad) for Office Purposes.
-----------	--

Interested parties fulfilling the eligibility criteria may submit their Expression of Interest **on or before 31.07.2022 by 5.30 p.m.** at the following address, in the prescribed format along with the requisite documents. The EOI document can be obtained from the Northern Region Headquarter, Lucknow. Prospective bidders can also download the EOI document from our website: www.ntpctender.com. The duly filled in EOI may be submitted in a sealed envelope superscribing "**Expression of Interest for NTPC Sangam Place Property**" to the **Addl. General Manager (HR), Human Resources Department**, Northern Region Headquarter, TC-33/V-1, Vibhuti Khand, Gomti Nagar, Lucknow.

Place: Lucknow
Date: _____

Sd/-
Addl. General Manager (HR)

A. Process for submission of BID:

1. Interested parties may submit their EOI in the prescribed format given at Annexure-I (Party's Information) and Annexure-II (Undertaking) & the requisite documents at the following address on/or **before 30.06.2022** by 5.30 p.m.

To: **Addl. General Manager (HR), NTPC Ltd., TC-33/V-1, Vibhuti Khand, Gomti Nagar, Lucknow**

2. Interested parties may submit EOI based on their requirement. However, NTPC reserves the right to allot the premises on lease to the party based on expected rent and specific purpose for use as proposed.

3. The participants will have to submit self-attested copies of GST Registration Number, PAN/TAN Card, Certificate of Incorporation, Service Tax Registration, Shops & Establishment Registration, as may be applicable, Board resolution/Authority Letter/Power of Attorney (POA) approving participation and authorization for representing in the process along with their EOI.

4. Eligibility Criteria for Bidder Parties who are interested in hiring above property should fulfil the following eligibility criteria: They should be either a PSU or a Nationalised Bank / Govt. Authorities.

B. General Terms & Conditions towards EOI:

1. The EOI document can be obtained from the NTPC (NR), Lucknow or may be downloaded from website - www.ntpctender.com

2. In any case, the EOI received beyond the stipulated time will not be accepted.

3. Applications that are incomplete in any respect including submission of certified copies of documents as asked for or those that are not consistent with the requirements as specified in this document or those that do not adhere to formats, wherever specified may be considered non-responsive and may be liable for rejection and no further correspondences will be entertained with such bidders.

4. Mere submission of EOI does not qualify any party for allotment of premises. Selection of suitable parties shall be based on the evaluation of responses received in EOI.

5. On scrutiny of EOI submitted by the bidders, highest rental offering value bidder shall be declared as the successful bidder. In case of a tie in the Highest rental offering bid value amongst the bidders, snap bidding will be done only amongst such bidders who have quoted same highest rental value in their bid and tie has taken place between or amongst them

6. The participating bidders should attach self-attested copies of GST Registration Number, PAN/TAN Card, Certificate of Incorporation, Service Tax Registration, Shops & Establishment Registration, as may be applicable, Board resolution/Authority Letter/Power of Attorney (POA) with the EOI document, failing which the EOI shall be summarily rejected.

7. NTPC reserves the right to accept or reject any or all the offers without assigning any reasons thereof.

8. Contact Person: In case of any query, you may contact the following officials:
Shri Tanmoy Dutta AGM (HR), (Tel. No. 0522-2723111) M:8294759363, email: tanmoydutta@ntpc.co.in or
Shri Manoj Kumar Verma, Sr. Manager (HR), (Tel. No. 0522-2723124), M: 9415335046, email: mkverma@ntpc.co.in.

9. All corrigenda or extension of scheduled dates or change in specifications or any other information will be uploaded for the information of the prospective bidders on NTPC's Website.

10. Interested parties will be allowed to inspect the aforesaid property on any day till the last day of submitting the EOI between Office Hours i.e., 10 am to 5 pm on prior intimation.

11. The interested parties should make their own independent inquiries and satisfy themselves.

12. NTPC reserves the right to decide not to lease or to lease only a part of the premises or to decide the date of start of lease or to reject any or all offers, without assigning any reason.

13. NTPC reserves the right to call for any clarification/ Additional papers/documents required for scrutiny from anyone including the Bidder.

14. The minimum period of lease shall be for **03 years** and further extension shall be subject to the mutual consent of both parties.

15. The Lease can be determined/terminated by either party, after giving 3 months' advance written notice to the other party.

16. The Lease Rent shall not be less than Rs. **141398.00/-** per month and the bidder shall quote the maximum rent which they would like to quote and the same shall be a guiding factor in decision making. The payment of rent shall only be by electronic mode and no separate receipt shall be issued for each payment, but an annual statement shall be given, if required.

17. The Annual Lease Rent shall be payable in advance and the first such payment shall be made on or before the date of execution of Lease Deed. the next advance lease rent shall be payable immediately.

18. The Lessee shall be required to deposit Two Moths rent as Security Deposit which shall be refunded at the time of termination of lease without any interest after deducting pending dues & services, if any.

19. The Lease Rent shall be revised annually @ 10 % and the Lessee shall be required to pay such revised rent as above.

20. The Lessee shall also be liable to pay the GST, as applicable from time to time on the lease rent payable, which shall be over and above the lease rent fixed.

21. The lease deed shall be got registered and the expenses including stamp value towards the same shall be borne by the lessee.

22. The said property shall be used for office purposes only.

23. Internal Whitewash of property shall be done before execution of lease deed. However furniture and fixture shall be as it is basis.

C. Other terms & conditions

1. The property is subject to the Public Premises (Eviction of Unauthorized Occupants) Act, as amended from time to time.

2. That all disputes/ differences between the parties hereto relating to said premises, the same shall be settled amicably at the Chief Executive level. In case of non-resolution of disputes as aforesaid, such dispute or difference shall be taken up by either party for resolution through AMRCD as mentioned in DPE OM No.4(1)/2013-DPE (GM)/FTS-1835 dated 22-05- 2018, as amended from time to time.

3. The successful bidder shall be required to execute the lease deed on standard format of NTPC Ltd.

4. The successful bidder shall be required to pay all charges such as building maintenance charges, electricity & water charges, property tax, insurance etc.

ANNEXURE-1

DETAILS OF THE INTERESTED PARTY (BIDDER)

No	Description	Details (as applicable)
1	Name of the Applicant (Company/Govt. Department/Society/Others)	
2	Address	
3	Contact Details	
	a) Name of Contact Person	
	b) Tel. No. with STD Code	
	c) Mobile No.	
	d) E-mail Id	
4	PAN No./TAN No./CIN No./GST Regn. No./Shops & Establishment Regn. No. (Enclose copy of each document)	
5	Type of Bidder A) Indian Govt. Company/Public Sector Undertaking	
	B) Central/State Govt.	
	C) Central/State Govt. Dept.	
	D) Other Depts./Organization	
6.	Company Registration Details	
7.	Activities of the Bidder	
8.	POA/ Authorization Letter (to be submitted)	
9.	Any other information or remarks which the bidder thinks are appropriate to	

	disclose as per the transparency norms may be mentioned here.	
10.	Price Bid: (minimum quoted amount (Lease Rent) shall not be less than Rs 141398.00/- per month)	Rs. _____ per month

Place: _____
Date: _____

Signature of authorized Person
Full Name and Designation
Company's Seal

Undertaking

We understand that:

- 1) I am /We are aware that NTPC will not pay any brokerage in the transaction to any agent or representative.
- 2) All payments would be made through digital mode only in connection with the lease.
- 3) I/We confirm having fully inspected the property and photocopies of available documents.
- 4) I/ We hereby confirm that, all the terms and conditions specified in this offer and / or the standard format of Lease Deed to be executed are acceptable to me/us and will form part of the lease agreement.
- 5) I/We are a bonafide user and require this for my/our own use or for the use of M/s. _____, whom I/We represent. The authority letter/ Power of Attorney from the company, I/ We represent are submitted.
- 6) I/We have read and understood the terms & of conditions of the EOI and I/We unequivocally accept the same.

Date:
person
Place:

Signature of authorized

Full Name & Designation:
Company's Seal