



ब्रेथवैट एण्ड कम्पनी लिमिटेड
(भारत सरकार का एक उपक्रम)

BRAITHWAITE & CO LIMITED
(A Government of India Undertaking)

MINISTRY OF RAILWAYS

HEAD OFF. & REGD. OFF. : 5, HIDE ROAD, KOLKATA – 700 043

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EXPRESSION OF INTEREST

EOI NO. : BCL/EOI/Flat/2017-18

Dated 16.09.2017

Expression of Interest from Govt. Deptts / PSUs (Central or State) / Banks/Corporate Bodies is invited for grant of BCL's Flats located at Alipore for residential purposes on rental basis as per EOI conditions.

Interested parties should submit the offer against this EOI to Dy. General Manager (P,A & S), Braithwaite & Co. Limited, 5, Hide Road, Kolkata-700043 within 30 (Thirty) days i.e. within **16.10.2017** at 14.30 hours. The sealed offers should be submitted in tender box no. 1. The offer shall be opened on **16.10.2017** at 15.00 hours on the same day. Bidders may depute their authorized representative for witnessing the names of the responding parties during opening of offers.

The Offer to be submitted shall be in Two Parts i.e. One Part containing covering letter with credentials/documents as required and the Other Part containing offered Price (i.e. Monthly Rent). The two parts shall be in separately sealed envelopes which shall be placed in a third envelope. All envelopes shall bear EOI No. , Description & due date clearly written on the same.

Price Parts for the qualified bidders shall be opened at a later date in presence of those bidders for which the date of opening shall be intimated.

Interested parties are advised for inspection of the Flats with prior appointment from DGM (PAS), Braithwaite & Co. Ltd, 5, Hide Road, Kolkata, before submission of bid against this EOI.

A.0 INTENTION OF EOI:

Braithwaite & Co. Ltd., (BCL) is having 3 nos. vacant residential flats of 2 BHK / 3 BHK, Carpet Area 1964 sq.ft / 2200 sq. ft (approx.) along with Garage facility located at Alipore, Kolkata. BCL intends to rent out these flats to resourceful organisations for specified periods through executing legally valid Agreement of Leave & License. For this purpose, the subject Expression of Interest (EOI) is invited.

B.0 ELIGIBLE BIDDERS:

Only following types of organizations are eligible to respond & submit offers against this EOI:

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- PSUs (Central or State)
- Govt. Deptts
- Banks (PSU or Private or Multinational)
- Private Sector or Multinational Corporate Bodies.
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C.O DOCUMENTS TO BE SUBMITTED ALONG WITH OFFER:

The bidders should submit the following documents along with the offer:

- Covering letter which should also indicate the no. of Flats interested by the bidder for taking on Rent.
- Company Profile along with addresses of Registered Office / Head Office, names & contact details of Directors.
- Audited Balance Sheet & Profit and Loss Account Statement for the last three years ending on 31.03.2016.
- ROC Certificate indicating CIN (applicable for Private Sector / Multinational Corporate Body)
- GST registration document
- PAN & IT Returns for last three years ending on 31.03.2016.

Note: Govt. Deptts. need not submit above documents except Covering Letter indicating their willingness in the offer.

B.0 EVALUATION OF OFFERS & METHOD OF SELECTION:

The offer shall be evaluated on the basis of marks given below:

1) Nature of Organization:- Maximum Points- 10.

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|--|---|-----------|
| a) PSU / Govt. departments / PSU Banks | - | 10 Points |
| b) Private Sector / Multinational Banks | - | 08 Points |
| c) Private Sector / Multinational Corporate Bodies | - | 06 Points |

2) Average Annual Turnover during last three years ending on 31.03.2016- Maximum Points- 10.

- | | | |
|------------------------------|---|-----------|
| a) Above Rs. 1000 crore | - | 10 Points |
| b) Rs. 501 to Rs. 1000 Crore | - | 08 Points |
| c) Rs. 201 to Rs. 500 Crore | - | 06 Points |
| d) Rs. 101 to Rs. 200 Crore | - | 04 Points |
| e) Rs. 100 Crore or less | - | 02 Points |

3) Net Profit Margin percentage over turnover- Maximum Points - 10

- | | | |
|---------------------|---|-----------|
| a) 10% and above | - | 10 Points |
| b) 5% and up to 10% | - | 08 Points |
| c) Below 5% | - | 06 Points |

NOTE: Bidders must achieve net profit in the year 2015-16 as per Audited Profit & Loss Accounts Statement.

The minimum qualifying marks shall be 20 points. Ranking position in order of higher points obtained by the bidders shall be made for those bidders who shall obtain above qualifying marks. **However, Govt. Depts shall be deemed qualified.**

The Price Part of the qualified bidders shall be opened at a later date in presence of qualified bidders. **Evaluation shall be separately for 2BHK & 3BHK flat. Please refer to the Price Bid format given in this EOI.** The bidder offering highest price i.e. highest monthly rent i.e H1 bidder for 2BHK or 3BHK flat shall be considered for granting the Flat on rent basis. In case, the H1 bidder is the same for both category of flats i.e. 2BHK & 3BHK flats but not ready to take not more than one Flat, counter offer at H1 rate shall be offered to other qualified bidders in order of ranking position for acceptance till all the three flats are allocated for rent.

C.O TERMS & CONDITIONS:

- 1) The offer against EOI should be submitted in two parts as follows:
 - (i) Covering letter with credential and other supporting documents as per EOI in the 1st Part
 - (ii) Price in the Second Part.
- 2) The EOI offers received through E-mail / Fax are not acceptable.
- 3) **The Price to be quoted shall be for Monthly Rents, inclusive of all taxes & levies.**
- 4) The Flat shall be solely used for residential purposes or Guest House purposes. In case, the Flat is used for residential purpose, the residing official should not be below the rank of General Manager.
- 5) Legally valid Leave & License Agreement shall be made with the selected bidder(s) initially for 6(six) months and may be renewable at the discretion of BCL. However, renewal shall be considered for maximum of 5 or 6 terms.
- 6) The proposed premises inclusive of its furnishings, fittings, fixtures etc., shall be given to the selected party. Before taking possession of the flat by the selected bidder(s), a list of such items shall be prepared which shall be jointly signed by both the parties.
- 7) **Apart from monthly rents (i.e. license fees) payable to BCL, the selected bidder(s) shall additionally pay the running expenses like Electricity bills, Telephone bills, Municipal taxes etc., to the concerned authorities at actual from time to time.**

Besides above, the selected bidder(s) shall also be responsible for making payment additionally towards Maintenance charges & facilities

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/ any other charges of the premises as payable to the concerned housing society or estate, from time to time at actual as per english calendar months. However, the payment to be made to such housing society or estate shall have to be routed through BCL.

- 8) **The License Fee shall be increased by 10% every year during the period of Agreement.**
- 9) The grant of the Flat & going ahead with Leave & License Agreement with the selected bidder(s) against this EOI shall be subject to complying rules, regulations including permissions as may be necessary from the concerned housing society or estate.
- 10) The Licensee i.e the selected bidder(s) shall not be allowed to sub-let, sub-license or sub-contract the property or grant of Power of Attorney to any third party in relation to the property.
- 11) The Licensee shall not carry out / to be carried out on any immoral trade or business in the premises. The Licensee shall also not store / cause to be stored any hazardous substances therein.
- 12) The Licensee undertakes not to make any structural alteration / additions etc. to the property.
- 13) The Licensee shall maintain properly the premises and bear all the expenses for internal maintenance viz., repairing of civil amenities, sanitary fittings, water pipes or cracks, electrical fittings, fixtures, household furniture and other allied services during pendency of the agreement.
- 14) The Licensee shall peacefully and quality holds and enjoys the premises during the License Period(s) without any interruption, hindrance or disturbance by the Licensor or any person otherwise claiming under or in trust for them.
- 15) Both the parties shall be entitled to terminate the License at any time upon serving on the other party three months prior notice in writing of its intention to do so.
- 16) Upon expiry of earlier termination of the License, the Licensee shall delivery / handover the property in good condition to the Licensor together with the furnishings, fittings and fixtures to normal wear and tear.
- 17) The period of License shall be extended within 30 days before the expiry of present License Agreement and the granting of extension shall be at the discretion of Licensor.
- 18) In case of non-vacating the premises by Licensee after three months notice and / or expiry of License period, the Licensee shall be liable for penal charges at double the rate of normal License Fee for such unauthorized occupancy and the Licensor (i.e. BCL) will be entitled to recover the possession of the flat. The License shall be bound to vacate the flat and hand over the said premises to BCL within 15 days from expiry of license irrespective of any legal action initiated from either side.

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- 19) In case of any dispute arises the same shall be decided by CMD-BCL and the decision of CMD-BCL shall be final and binding.
- 20) Any legal dispute shall be settled within the jurisdiction of courts in Kolkata
- 21) The Leave & License Agreement with the selected bidder(s) shall contain other terms & conditions as may be necessary to incorporate the same in the interest of BCL.
- 22) BCL reserves the right to increase / decrease the no. of flats during allotment. The decision of BCL is final & binding in this regard.
- 23) The selected bidder(s) during the period of possession of the flat shall be responsible for repair/replacement of small items like taps, electric bulbs / fittings, curtains, sofa covers, sanitary fittings etc. at his own cost.
- 24) Any query may be clarified from DGM (PAS)/BCL, H.O prior to submission of offer. No claim shall be entertained afterwards. Bidders are also advised to visit the site prior to quoting as specified in the first page of this EOI.
- 25) No deviations from above terms are acceptable to BCL.
- 26) There shall be no conditions given in the Price Bid. In case of doing so, such conditions shall not be considered.
- 27) The quoted price shall take into consideration of all terms & conditions of this EOI.
- 28) **Price Bid Format:**

The bidder(s) shall submit the Price Bid in the following format in a separately sealed envelope:

Sl. No.	Description	Quantity	Quoted Rent Per Flat Per Month in Rs. (in figures)	Quoted Rent Per Flat Per Month in Rs (in words)
1	2BHK Flat	2 nos.		
2	3BHK Flat	1 no		

Note: There should not be any difference in rate quoted in figure & in words.
In case of difference, quoted rate in words shall be considered.

DGM (P,A &S)