

**Amendment-1**

Dated: 29.12.2014

Ref: - RECPDCL/AGM/HR/Tender/2014/1679 Dated: - 17/12/2014

Clarification on Pre-Bid Discussion held on 26.12.2014 at 11:00 AM at RECPDCL, Corporate Office, New Delhi.

S.N O.	Clause no of EOI	EXISTING CLAUSE	QUERY RAISED	CLARIFICATION (Shall be read in addition to existing clause)
1	Clause 2.3 Table A Point (2.)	Chambers for CEO, with attached toilet/reserved toilet along with premium table, one executive premium chair, back rack, centre and corner table, five seater sofa set and at least 4 premium visitors chairs, 40 inch TV etc. and at least one bookshelf.	Space not mentioned for CEO cabin.	Approx 600 sqft (all areas specified in Table A are tentative only)
2	Clause 3 (b)	Must provide minimum reserve parking space for 8-10 cars and 20-30 two-wheelers as per specified norms of parking within the premises of the property. However this is tentative requirement.	Whether included in rate quoted	Yes, to be included in the rate.
3	Clause 3 (g)	Must provide one toilet with urinals each for gents and ladies separately on each floor of the building.	Clarification on number of toilets	<ul style="list-style-type: none"><li>• If on the same floor minimum 2 WC + 4 Urinals for gents and 2 WC + 2 Urinals for ladies.</li><li>• If on separate floors, minimum 2 WC + 2 Urinals for gents and 1 WC + 1 Urinals for ladies, on each floor.</li></ul>

4	Clause 3 (1)	All Building services such as Air Conditioning, Lifts, 100% Power Backup, Plumbing & sewerage system shall be fully operational at the time of possession by RECPDCL and be maintained for full term of the lease to the satisfaction of RECPDCL	24 hrs power back up whether necessary	Requirement of RECPDCL is for 24 hours 100% power back- up. The same need to be demonstrated however practical constraints will be considered on merit only.
5	Clause 3.2 (2)	<p>Maintenance Services:</p> <p>The Scope includes providing following services for 12 hrs. basis (8 AM to 8 PM) from Monday to Saturday: Providing infrastructure, operation and maintenance services for air-conditioning, Power back-up, Service water system, RO water system, Electrical supply system including equipment's and fittings, Sanitary &amp; Plumbing, all Civil related services, all wooden and furnishing related problems, Firefighting system, water cooler, etc. All the materials / consumables / spares required for maintaining the above services shall be in the scope of the Bidder.</p>	<p>1. Maintenance definition clarification.</p> <p>2. Internal maintenance</p>	Providing infrastructure, operation and maintenance services for air-conditioning, Power back-up, Service water system, RO water system, Electrical supply system including equipment's and fittings, Sanitary & Plumbing, all Civil related services Firefighting system, etc shall be in the bidder scope however maintenance of furniture and furnishing will be borne by RECPDCL. Also fixtures such as T.V and Water Coolers will be maintained by RECPDCL.
6	Clause 3.2 (b)	a) Cost of Stamp Duty and other administrative arrangements and expenses e.g. registration charges of Lease Agreement shall be borne by the Bidder.	Shall be shared equally by both parties.	As per existing tender conditions only.
7	Clause 3.2 (h)	A draft plan should be submitted accommodating all requirements.	Should be submitted after shortlisting.	Layout plan shall be submitted as per the bid document. However a hand sketch showing necessary dimensions may be considered subject to the satisfaction of RECPDCL

8	Clause 3.2 (k)	The Lease Rent shall be paid in advance latest by 10th working months of the lease period or of the notice period as the case may be day of the respective month against satisfactory services and submission of bills. However, the annual escalation for second and subsequent years shall be allowed @5% over first year's rent on	1.Percentage increase in rent.  2.Rent head and maintenance head.	1. Percentage increase is applicable on previous year rent paid having compounding effect. 2. Rent will be paid under one head only.
9	Clause 3.2 (l)	i)The lease period is 5 years and lock-in period is 3 years. During the lock-in period of 3 years, RECPDCL alone can give notice for vacating office space after giving notice of 3 months; however, owner of the office area cannot give notice to RECPDCL to vacate the premises upto a period of three years. After the lock-in period of 3 years, either party can give notice to vacate the office area after giving notice of three months in writing.	Lock in period for both sides	As per existing tender conditions only.
10	Clause 3.2 (J)	Security Deposit equal to one month rent will be paid by RECPDCL to the successful Bidder which will be adjusted from the rent of last months of the lease period or of the notice period as the case may be.	Atleast 3 months	As per existing tender conditions only .
11	Clause 3.2 (L)	l ) The rate for hired space should be quoted on the basis of "Per Sq. ft. area offered on rent to RECPDCL" including all levies and taxes, i.e. land, water, sewage, property & commercial tax, maintenance charges and Service Tax etc. The rates shall also include complete Scope of Service, Bill of Quantity as indicated in Table-A. No other additional charges whatsoever would be paid. However the rent invoice should show the applicable service tax separately.	1.Carpet area clarification  2.Service tax shall be paid separately	1.Area mentioned as per registry (being Super Area) will be considered as per bid document only. 2 . In case of any variation in the rate of Service Tax during the period of Contract, any increase or decrease in ST shall be payable/ recovered from the successful Bidder.

12	Clause 3.2 (m)	Insurance of all the properties, equipment, furnishings and fitting owned by the Bidder and let out to RECPDCL shall be arranged and borne by the Bidder.	1. Insurance of all facilities such as tv cooler (shall be to owner) 2. Insurance issues of internal equipment in office.	Insurance of all equipments (such as T.V. Water cooler etc.) provided by bidder shall be in the scope of bidder only. However any equipment installed by RECPDCL will be insured by RECPDCL.
13	Clause 2.3 Table A (2-8)	Chambers having an area of 250 sq. ft. each for Senior Officers (CTO & CFO) with Seating & Desking with visitor sitting space and furniture consisting of main table/table top, one Premium executive chair, rack under the table, 2 seater sofa set & 4 visitors chairs and one cupboard	1. Specify the make of all the furniture.	All required furnishing to be best in its class to the satisfaction of RECPDCL.

**REVISED PRICE BID (Part-II)**

(To be used for Bids for fully furnished Office Space for RECPDCL)

Tender No. .... Date: .....

1. Bidder's name &amp; Address:

2. Owner of Properties name &amp; Address:

2. Carpet area offered for rent by the Bidder: ..... Sqft.

3. Rental charges:

Sl. No.	Description	Unit (Per Month)	Rate inclusive of all taxes/ and service tax)	
			In Figures	In Words
1.	Rental charges for the hired space including Maintenance Charges etc.	Rs. Per sq. ft. area offered on lease rent to RECPDCL (As per Registry)(being super area)		

The area as per registry (being super area).....sqft.

The actual carpet area.....sqft.

The ratio of super area vis-avis carpet area.....

(NOTE: The evaluation of bids shall be done on the effective rental rate per sqft. based on the carpet area as may be considered by RECPDCL)

Date:

Place:

(Signature).....

(Name).....

(Designation).....

(Common Seal).....

**NOTE:**

1. Our above price quote is valid for 120 Days from the date of Bid Submission.
2. The above price quote is inclusive of all taxes and levies, land, water, sewage, property & commercial tax, maintenance charges and Service Tax etc. as applicable on the date of Price Bid opening.
3. The monthly rent for a period of first year shall be as per rates quoted under Sl. No. '1' above. The annual escalation for second and subsequent years shall be @5% over first year's rent on compounding basis.
4. I/We have noted that the electricity charges shall be paid by RECPDCL based on the actual consumption of electricity and therefore, the electricity charges are not required to be quoted here.
5. I/We further noted that RECPDCL shall not pay any brokerage amount for facilitating the requirement/finalization of office space.
6. I/we have read and examined the tender documents for hiring of office space by RECPDCL issued under reference no-----Dtd-----.Copy of tender documents duly signed on each page are attached herewith.
7. I/We hereby submit our Bid and undertake to keep our Bid valid for a period of hundred and twenty (120) days from the date of Bid submission. I/We hereby further undertake that during the said period I/We shall not vary/alter or revoke my/our Bid during the validity period of the Bid and enter into the contract after the award is made by RECPDCL to the Bidder
8. I/We hereby undertake to obtain and submit the clearances and rent permission from the appropriate authorities as may be necessary for letting out our premises to RECPDCL before execution of lease agreement and offer the space to be occupied by the RECPDCL with in the stipulated time period.
9. This offers is in consideration of RECPDCL agreeing to open my/our Bid, consider and evaluate the same for the purposes of award of services in terms of Bid documents.
10. I/We have read all the Terms and Conditions of the tender documents and confirm that the all Terms and Conditions are acceptable to us.
11. Should this Bid be accepted by RECPDCL, I/We also agree to abide by and fulfill and comply with all the terms, conditions and provisions of the above mentioned tender documents.
12. I/We also represent that the Building/ Office space offered by us is free from all encumbrances, claims and disputes etc. and also undertakes to indemnify RECPDCL for the loss whatsoever against any dispute, claim or encumbrances.

Date:  
Place:

(Signature).....  
 (Name).....  
 (Designation).....  
 (Common Seal).....