



TENDER FOR OFFICE PREMISES AT PATNA

SUBMIT PRICED BID IN THIS FORMAT IN SEPARATE SEALED ENVELOPE

PRICED BID: TENDER NO. HBL/TEN/PUB/24-25/048 DATED 17.05.2024.

| SI No. | DESCRIPTION | RENTAL IN Rs. PER SQUARE FEET OF CARPET AREA PER MONTH: |
|--------|--|--|
| 1. | Providing Office Premises as per the bid document, terms and conditions on Lease /Rental basis as per the data furnished in the Unpriced Technical bid for the initial period of 5 years. In case if DG Backup facility is provided, please confirm (Yes/ No), whether the above quoted rate includes the cost towards providing DG backup facilities during working hours. | <u>In figures:</u> Rs. _____ <u>In words:</u> Rupees: _____ (Yes / No) |
| 2 | Taxes if any (Tax being quoted shall be mentioned here) | <u>In figures:</u> _____ % <u>In words:</u> _____ Percent |

Important Notes:-

1. Following loading factors will be considered on basic quoted value while evaluating the priced bid of technically qualified bidders i.e. the quoted rate will be multiplied by the following loading factors:

| Sr. No | Parameters | Multiplication factor / Loading factor |
|--------|---|--|
| 1 | Non-availability of Working Centralized Air Conditioned | 2.5% |
| 2 | Non-availability of developed Workstations for 20 persons | 5.0% |
| 3 | Non-availability of full height partition for individual cabin for 5 persons | 7.5% |
| 4 | Non-availability of lighting & fixtures at various points of workstation & cabins | 1.0% |
| 5 | Non availability of DG back up / Non inclusion of proportionate cost of providing DG backup facilities in the quoted rate | 7.5% |

For e.g., a bidder quoting rate of Rs 30 per sq ft per month offers a premises with **non-availability** as mentioned at Sr. No.1 and Sr. No. 3, then modified rate considered for price evaluation ranking will be = Rs 30 x 1.025 x 1.075 = Rs 33.05625 per sq ft per month.



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2. Taxes if any shall be quoted separately as percentage (%) of base rate and not as applicable. Revision in tax by Government Authorities/Statutory authorities shall be taken in consideration by us.
3. The rental quoted shall be inclusive of:
 - a. All the amenities including enclosed & reserved parking for minimum 6 cars and 15 two wheelers parking.
 - b. Income tax at applicable rates shall be deducted from the monthly rentals and TDS certificate (tax Deducted at Source) will be issued to the Owner of premises accordingly.
4. Monthly electricity and water bills shall be borne by HBL as per the dedicated meter readings of Discom.
5. In case of discrepancy between the rent in words and rent in figures, the amount quoted in words will be considered for evaluation.
6. Priced Bid duly signed & stamped should be submitted in a **separate sealed envelope marked "Priced Bid: Office Space-Patna"**. Please also mention your name (bidder's name) on the envelope.

Date:

Place: