



भारत सरकार / Govt. of India

वित्त मंत्रालय, राजस्व विभाग / Ministry of Finance, Department of Revenue

राजस्व आसूचना निदेशालय / **DIRECTORATE OF REVENUE INTELLIGENCE**

क्षेत्रीय इकाई, जयपुर / **REGIONAL UNIT, JAIPUR**

प्लॉट नं० 8-9, भगत वाटिका-I, सिविल लाइन्स, जयपुर-302006 / Plot No.8-9, Bhagat Vatika-I, Civil Lines, Jaipur-302006

फोन नं.— 0141-2223700, 2223600, फैक्स नं.— 0141-2223699

DRI F.No. DRI/DZU/JRU/Admn./19-V/2021 / 320

Date : 24.02.2022

To

The Web Master,

Directorate of Revenue Intelligence(Hqrs),

7th Floor, Drum Shape Building, ITO,

New Delhi-

Sir,

Subject : Tender for hiring of ready-built building for office accommodation for Directorate of Revenue Intelligence, Regional Unit, Jaipur – reg.


On the above subject, it is to submit that this office is in the process for hiring of ready-built building for office accommodation for Directorate of Revenue Intelligence, Regional Unit, Jaipur.

2. In this regard, please find enclosed herewith the “Notice Inviting Tender for hiring of ready-built building for office accommodation Directorate of Revenue Intelligence, Regional Unit, Jaipur” alongwith the annexures.

3. You are requested to upload the above Tender alongwith its annexures on the departmental website i.e. www.cbic.gov.in for the knowledge of general public at the earliest. **The last date for submission of bid(s) is 16.03.2022.**

Encl.: Tender alongwith Annexures.
(9 pages)

Yours sincerely,


(Jaiprakash Bhamu)
Deputy Director



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फोन नं.- 0141-2223700, 2223600, फैक्स नं.- 0141-2223500

डीआरआई फा0सं0 DRI/DZU/JRU/Admn/19-V/2021/317-319

दिनांक : 24.02.2022

TENDER FOR HIRING OF READY-BUILT BUILDING FOR OFFICE ACCOMMODATION

for

DIRECTORATE OF REVENUE INTELLIGENCE, REGIONAL UNIT, JAIPUR.

Sealed tenders are invited for hiring of ready-built building for office accommodation having a desirable Carpet area for **Directorate of Revenue Intelligence, Regional Unit, Jaipur** at the place shown in the below given table for an initial period of 3 (Three) years which may be renewed from time to time, if required by the Department.

S. No.	Description	Last Date & Time of submission of Tender	Date & Time for Opening of Tender	
			Technical Bids	Financial Bids
1.	Carpet Area of Building 9500 Sq. ft. (Approximatly)	16.03.2022 up to 17:00 Hrs.	21.03.2022 At 3:00 PM	Financial Bids will be opened within 2 weeks from the date of opening of Technical Bids & actual date & Time of opening of Financial Bids will be intimated to concerned bidders suitably
2.	Premises should be located in Civil Lines, C-Scheme or nearby locality, Jaipur			
3.	It should have exclusive entrance from main road, more than twelve vehicles parking space and wide approachable entrance.			

Tender Conditions :

1. Interested persons who are legal owners can obtain the tender documents from office of the **Additional Director, Directorate of Revenue Intelligence, Regional Unit, Plot No. 8 & 9, Bhagat Vatika-I, Civil Lines, Jaipur - 302006** on any working day between 10.00 AM to 6.00 PM from 24.02.2022 to 16.03.2022 or alternatively it can be downloaded from the official website www.cbec.gov.in/dri.nic.in The detailed tender documents are enclosed as Appendix.

2. The Tender should be submitted in a single sealed envelope marked **"Tender for Hiring of Office Accommodation for Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur"** "Reference Number DRI/DZU/JRU/Admn/19-V/2021 dated 24.02.2022 containing two separate sealed envelopes for Technical and Financial Bids each and the envelop marked clearly as **"TECHNICAL BID"** and **"FINANCIAL BID"** addressed to the Additional Director, Directorate of Revenue Intelligence, Plot No. 8 & 9, Bhagat Vatika-I,, Civil Lines, Jaipur & shall be submitted in the office of the Additional Director, Directorate of Revenue Intelligence, Plot No. 8 & 9, Bhagat Vatika-I,,

Civil Lines, Jaipur -302006 by 5:00 PM on 16.03.2022. Offer takes no responsibility for delays/loss of documents sent by post/courier/or other means.

3. The place should be located at above mentioned area, suitable for use as office and preferably be ready to be occupied with partitions, cupboards, toilets etc. Sufficient parking space more than Twelve (12) Vehicles, water facility (drinking and non-drinking), standby power facility, and fire fighting equipment should be made available according to the size of the building. The office premises should be legally free from all encumbrances, well connected by the public transport and should have wide approach road.

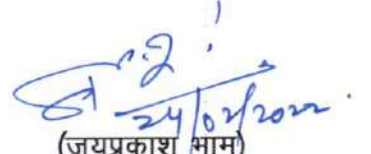
4. After opening the Technical Bid, the proposed Building by the successful bidder of Technical Bid shall be inspected by Technical committee of this office on the basis of accessibility and security concerns.

5. Finalization of rent, based on location and quality of construction and other amenities provided, is subject to certification by CPWD/ hiring committee and final approval / sanction by the Department as per the rules framed in this regard.

6. For any further details, the following persons may be contacted:

- i. Sh. Rajesh Kumar, Sr. Intelligence Officer, DRI, Jaipur (Mob. 9427-571011)
- ii. Sh. Sudhanshu Tiwari, Tax Assistant, DRI, Jaipur (Mob. 7597-897143)

7. The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur reserves the right to cancel this tender without giving any reason.


(जयप्रकाश मामू)
उप निदेशक

Copy to:

1. The Web Master, CBEC, New Delhi with request to upload the same in the official website of CBEC.
2. The Web Master, DRI, Hqrs, New Delhi with request to upload the same in the official website of DRI.
3. The Notice Board, Directorate of Revenue Intelligence, Regional Unit, Jaipur.

General Instructions:

1. The tender consists of three parts – Part A (Terms and Conditions), Part B (Qualifying Bid Techno-Commercial) and Part C (Financial Bid).
 2. Completed bids in two packets i.e. Packet 1 & Packet 2 shall be sealed separately in envelopes superscribing as **Packet 1 (Qualifying Bid Techno-Commercial) & Packet 2 (Financial Bid)**. These two sealed envelopes shall further be sealed in a larger envelope superscribing **“Proposal for hiring of space for DRI, Jaipur”**.
 3. Bids completed in all respects and addressed to the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur shall be submitted in the office of the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur – 302006.
 4. **Tenders (Qualifying Bid Techno-Commercial only) will be opened on 21.03.2022 at 3.00 hrs.** at the office of the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur in the presence of bidders/ representatives of bidders, present, if any. ‘Financial Bid’ will be opened within 2 weeks from the date of opening of Technical bids only for these bidders who are found to have qualified the requirement as per the Qualifying Bid (Techno-Commercial).
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Part A - TERMS AND CONDITIONS:

1. The Terms and conditions shall form part of tender to be submitted by the bidder to the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur.
2. All columns in the tender document should be duly filled in and no column should be left blank. "NIL" or "Not applicable" should be marked, where there is nothing to report. All the pages of the tender document should be signed by the owner or his authorized power of attorney. Any other cutting or use of white ink should be duly initialled by the bidder. The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur reserves the right to reject incomplete tender or tender having incorrect information.
3. In case the space in tender document is found insufficient, the bidder may use separate sheet(s) to provide full information.
4. No Tender will be accepted by fax, email, telex or any other such means.
5. Tender documents received by the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur after due date and time i.e. 6.00 PM on 17.03.2022 shall be rejected outright and no correspondence in this regard shall be entertained.
6. The tender will be acceptable only from original owner of the building or person having valid power of attorney. The space offered should be free from all encumbrances/ claims and disputes/ any liability and litigation with respect to its ownership, lease/ renting and pending payments against the offered space.
7. Offers received from Government Bodies/ Public Sector Undertakings/ State Housing Boards etc. would be given preference.
8. The building should have separate electricity supply and having sufficient installed electricity load and water connection. If separate connection is not available sub-meter etc. to be got installed by the owner along with wiring.
9. The building should have easy and convenient approach, reasonable **parking space for more than Twelve (12) Vehicles**. The location should be in an area convenient for office use and should be easily accessible by public transport system.
10. The particulars of amenities provided/ proposed to be provided inside the property/ building complex should be clearly furnished in the 'Qualifying Bid (Techno-Commercial)'.
11. The 'Qualifying Bid (Techno-Commercial)' is required to be submitted along with certified copies of approved drawings from JAIPUR DEVELOPMENT AUTHORITY or any other competent authority, certified copy of Land Deed, Municipal receipts, and approved plan of building and copy of document regarding ownership of building. The 'Qualifying Bid (Techno-Commercial)' received without these documents are liable to rejection without any reference to the party whatsoever. Originals of these documents/ certificates shall be produced at the time of execution of Lease Agreement.
12. The bidder is required to enter into Lease Agreement in the prescribed format i.e. Standard Lease Agreement (SLA) approved by the Central Government.
13. The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur reserves the right to verify/ inspect the building before finalization of Tender and reject it outrightly, if the building is not according to the specification required by the DRI, Regional Unit, Jaipur.
14. Maintenance of the building including premises to be undertaken by the owner.

15. The bidders should quote the rent for the premises being hired in the Financial Bid. However, the payment of rent will be subject to the issuance of Rent Reasonableness Certificate (RRC) (also called Fair Rent Certificate - FRC) by CPWD as per procedure laid down by the Govt.
16. All corporation taxes, cess or any other taxes as applicable are to be borne by the landlord.
17. The electricity and water bills as per actual consumption to be borne by the Department. No advance rent is payable by the Govt, as a matter of policy.
18. The rate of rent finally approved by CPWD is liable to revision during the period of lease or renewal, if any, of the lease after the expiry of three years from the start of the lease or revision of the rent, provided that such revision shall not exceed 5% per annum (in case of residential accommodation) and 8% per annum (in case of non-residential accommodation) of the rent payable at the time of such revision, such rent being equivalent to gross rent reduced by the amount payable towards maintenance and tax.
19. Being a Central Government Office, no security Deposit / advance payment will be paid. The quotes of bidders who insist on advance deposit may not be considered for further evaluation. No brokerage will be paid.
20. The payment terms mentioned in the Financial Bid shall be strictly followed.
21. The DRI, Regional Unit, Jaipur may, during the lease period/ extended lease period carry out such alterations to the existing buildings such as partitions, office fixtures and fittings as may be easily removable.
22. The office space should have all required electrical fixtures such as switches, power points, fans, lights etc.
23. The maintenance (civil, electrical, mechanical, plumbing including consumables etc.) shall be provided by the owner and the owner will also undertake to carry out annual repair and maintenance and painting every alternate year. No additional charges shall be paid for the same.
24. Toilets & Pantry should be in usable condition.
25. The offered space should be in a ready to use condition with electricity connection, water, paint, sewerage. The electric power available should also be indicated.
26. Adequate/ proportionate to the covered area parking space should be provided by the owner.
27. Tender is likely to be rejected because of non-fulfilment of any of the above terms.
28. The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur reserves the right to reject all or any tender without assigning any reason thereof.
29. The building shall be inspected by the person(s) authorized by the The Additional Director, Directorate of Revenue Intelligence, Regional Unit, Jaipur and only buildings found suitable shall be proceeded with and such decision shall be final.
30. If at any stage it is found that any of the details/ documents furnished by the bidder are false/ misleading/ fabricated, his/her bid would be liable for cancellation.
31. The offer should remain valid for six months. During the validity period of the offer, the bidder should not withdraw/ modify the offer in terms of area and price and other terms and conditions quoted in the 'Qualifying Bid (Techno-Commercial)' or 'Financial Bid'. The bidder has to submit an undertaking on non-judicial stamp paper of requisite value duly signed by legal owner or his power of attorney holder that the bidder shall not back out/

cancel the offer made to the Directorate of Revenue Intelligence, Regional Unit, Jaipur during the validity period.

32. The hiring will be for an initial period of three years and can be extended further with mutual consent of both the parties.
33. The owner/ the holder of power of attorney should intimate in writing the likely date of handing over of the premises.
34. The bidder shall be responsible to calculate the grand total considering all the aspects in the Financial Bid. The Department shall not take any responsibility for calculating the grand total on the Financial Bid.

Place:

Date:

Signature of Legal Owner/ Power of Attorney Holder

PART - B
QUALIFYING BID (TECHNO-COMMERCIAL)

1	Full particulars of the legal owner of the premises : (i) Name (ii) Address of office & Residence : (iii) Telephone No./ Mobile No. (iv) TeleFax:	
2	Full particulars of person(s) offering the premises on rent/ lease and submitting the tender:	
3	Status of the applicant with regard to the accommodation offered for hiring (enclose power of attorney also if the applicant is other than owner)	
4	(a) Complete Address and location of the building: (b) Details of the Accommodation offered for rent (viz. carpet area, no. of floors, floor wise area) (enclose Certified Sketch Plan also)	
5	Total carpet area offered for rent/ lease in Sq. ft.	
6	No. of rooms with attached toilet with drawing and measurements.	
7	No. of car/ two-wheeler parking space offered	
8	Particulars of completion certificate. Enclose attested/ self- certified copy of completion certificate issued by Competent Authority	
9	Whether accommodation offered for rent is free from litigation including disputes in regard, to ownership, pending taxes/ dues or like (enclose copy of Affidavit from Owner or Power of Attorney holder)	
10	No. of lifts/ carrying capacity, provide details of make, year of manufacture, if any.	
11	Number of Toilets – floor wise with details.	
12	(a) Whether running water, drinking and otherwise useable, available round the clock. (b) Whether sanitary and water supply installations have been provided for.	
13	Whether separate electricity and having sufficient installed electricity load and water connection available.	

14	Sanctioned electricity load.	
15	(a) Whether electrical installation and fitting, power plugs, switches etc. provided or not.	
	(b) Whether building has been provided with fans in all rooms or not. (if yes, give the Nos. of fans floor wise)	
	(c) Details of power back-up facility	
16	Details of Fire Safety Mechanism, if any	
17	Whether the premises is ready for occupation.	
18	The period and time when the said accommodation could be made available for occupation (after the approval)	
19	Specify the lease period (minimum three years) and provision for extension.	
20	Provisions for regular repairs and maintenance and special repairs, if any of the building.	
21	Whether the building is earth quake resistant. If so, please provide a certificate from the competent authority.	
22	Any other salient aspect of the building which the party may like to mention.	

DECLARATION

I/We have read and understood the detailed terms & conditions applicable to the subject matter as supplied with the bid documents and agree to abide by the same in totality.

It is hereby declared that the particulars of the building, etc. as furnished against the individual items are true and correct as per my/our knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences/lawful action as the department may wish to take.

Place:

Date:

Signature of Legal Owner/ Power of Attorney Holder

“List of enclosures”.

Attested photocopies/ certified true copies of the following documents are required to be annexed with the Qualifying Bid (Techno-Commercial). The Qualifying Bid (Techno-Commercial) received without these documents are liable to rejection without any reference to the party whatsoever. Originals of these documents/ certificates shall be produced at the time of execution of lease Agreement.

1. ‘Title Deed’ showing the ownership of the premises or copy of agreement with the land owner.
2. Certified copies of approved drawings from Municipal Corporation authorities or any other competent authority of the area offered for rent/hire, certified copy of Land Deed, Corporation tax receipts and copy of ownership of building.
3. Affidavit from owners and if tender is submitted by the Power of Attorney Holder, an Affidavit from such Power of Attorney Holder regarding accommodation offered for hiring being free from any litigation/ liability/ pending dues and taxes.

PART - C
FINANCIAL BID

S.No.	Items	Rate/ Sq. ft.	Total
1	Name & Address of the applicant with Phone Nos.		
2	Status of the applicant with regard to Building/ Accommodation offered for hire by the Owner or Power of Attorney Holder.		
3	Full particulars of the owner : (i) Name (ii) Address(es). (iii) Telephone Nos./ Mobile Nos. (iv) Business (v) Residential (vi) Telefax No. (vii) PAN No.		
4	Complete details of the building viz. complete postal address of the location		
5	Rent in Indian Rupees per month per square feet of the Carpet Area as mentioned in "Qualifying Bid (Techno- Commercial)". <i>"The rent will be subject to issue of Rent Reasonableness Certificate (RRC) (also called Fair Rent Certificate - FRC) by CPWD as per procedure laid down by the Govt. & it will be applicable for the leased period of three years. All corporation taxes, cess or any other tax applicable and maintenance charges are to be borne by the landlord. The electricity and water bills as per actual consumption to be borne by the department.</i>		

DECLARATION

I/We have read and understood the detailed terms & conditions applicable to the subject matter as supplied with the bid documents and agree to abide by the same in totality.

It is hereby declared that the particulars of the building, etc. as furnished against the individual items are true and correct as per my/our knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences/lawful action as the department may wish to take.

Place:

Date:

Signature of Legal Owner/ Power of Attorney Holder