

	“निगम हिंदी पत्राचार का स्वागत करता है।” वरिष्ठ राज्य चिकित्सा आयुक्त का कार्यालय (तमिलनाडु) OFFICE OF THE SENIOR STATE MEDICAL COMMISSIONER (TAMILNADU) कर्मचारी राज्य बीमा निगम EMPLOYEES' STATE INSURANCE CORPORATION 143, स्टर्लिंग रोड, चेन्नै-600 034. 143, STERLING ROAD, CHENNAI-600 034.	दूरभाष Phone : 044- 28267080, 28306326
	ईमेल Email : ssmc-tn@esic.nic.in आई एस ओ 9001:2008 प्रमाणित वेबसाइट Website: www.esichennai.org (ISO 9001:2008 Certified)	

**NOTICE INVITING TENDER FOR HIRING OF ACCOMMODATION FOR
ESI DISPENSARY**

Sealed Tenders (Two Bid System) on prescribed application are invited from the building owners for hiring suitable building for ESI Dispensary mentioned in the advertisement for a period of 3 (Three) years to 5 (Five) years, which can be extended on mutual agreement based on certain conditions. The building offered must be vacant, ready to occupy, free from all encumbrances/claims and legal disputes, etc., Documentary proof of ownership of Building with approved plan from civic authorities (if applicable) and copies of up-to date payment receipts of all taxes, dues, water & electricity charges, etc. should be submitted along with the Tender documents.

The requirements/conditions for hiring of premises are as under:-

1. Well-ventilated and well-lit ground floor accommodation is required. Accommodation of Ground Floor preferred and first floor accommodation may also be considered.
2. The building should have easy approach from the main road with adequate parking space, with free space for movement of vehicles meant for delivery of medicines and stores etc.
3. Separate Electricity (3 Phase connection) and potable Water connection (more than one, if necessary).
4. Sufficient number of toilets in the premises. A minimum of two toilets are needed for Officers, Staffs and visitors.
5. Fitting & Fixtures with fans, tube lights, toilet accessories etc. should be available.
6. In case, Building consists of big halls, the tenderer/owner should offer his willingness to put partitions/alterations at his own cost as per our requirement before the premises is handed over for rent purposes.
7. Electrical and Sanitary fixtures shall be maintained by the Landlord / Property Owner.
8. The property offered on rent should be Distemper washed / painted before handing over of physical possession with necessary modification as suggested by SSMC.
9. The tender document can be downloaded from our regional website "www.esichennai.org"
10. The rent quoted should be in conformity with prevailing market rate.

- (a) **Evaluation of Technical Bids** : The technical bids will be evaluated by the committee as per requirement. The tenders will be evaluated based on the information sought for in the prescribed Annexure- A (Form – 01 & 02). All documents in support of details related with the building with documentary proof of ownership and physical occupation of the property should bear the signature of the building owner and shall be enclosed with the Technical Bid.
- (b) **Financial bid** : The financial bid of the tenderers, whose Technical Bid is qualified, the qualified tenderers as per eligibility conditions and same will be opened in the presence of the tenderer, who choose to attend the opening of financial bid (Annexure- B). **No cutting / Overwriting / White fluid allowed in Financial bid.**
- (c) The tender should be submitted latest on the date and time mentioned in advertisement, by hand or by Post. The tender will be opened on the same day in the presence of the Owner/Representative of Tenderer.
- (d) The tender cover should be dropped in the tender box available at following address on or before as mentioned in the advertisement.

**Sr. STATE MEDICAL COMMISSIONER,
Office of SSMC,
Regional Office,
Employees' State Insurance Corporation,
143, Sterling Road, Nungambakkam,
Chennai – 600 034.**

- (a) The tender covers sent by post will be considered, only if the same is received well within the stipulated time.
- (b) Any delay or lapses in this regard will not be accepted, whatsoever be the reason.
- (c) The tender for the work shall remain open for acceptance for a period of **90 days** from the date of opening of tender.
- (d) The Competent Authority of ESIC, reserves the right to accept or reject any tender or all tenders without assigning any reason.
- (e) These instructions shall form a part of the contract document (Annexure - D).

PROPERTY DEALERS AND BROKERS NEED NOT APPLY.

Sr. State Medical Commissioner (TamilNadu), ESIC reserves the right to accept or reject any one or all tenders without assigning any reason thereof.

Annexure - "A"

APPLICATION FOR DISPENSARY BUILDING (FORM - 01)

S. No	Particulars	Details
1	Name of Owner	
2	Complete Address for Correspondence with Name & Mobile No. of contact person with e-mail ID	
3	Complete address of the Property offering for dispensary	
4	Year of construction (<i>Attach Property registration document / Sale deed copy & Building Plan copy</i>)	
5	Area of Building offered floor – wise (in Sq. ft)	
6	No. of rooms with size (in Sq. ft.,)	
7	Distance from nearest bus stop	
8	No. of toilets	
9	Electricity connection sanctioned load (<i>Attach copy of last EB paid bill</i>)	
10	Water connection details (<i>Attach Water tax recently paid receipt</i>)	
11	Details of fitting & fixtures (Lights, Fans & Toilet Accessories, etc.,)	
12	Details of open / Parking area	

Date: _____

Signature: _____

Name: _____

UNDERTAKING (Form - 02)

I Shri/ Smt/ Selvi _____ Owner of building located at

(Detail of Property) accepting the conditions mentioned in the Tender document for Hiring of accommodation for ESIS Dispensary.

In this regard, I am submitting the following documents in a cover super scribed: "TENDER FOR HIRING OF ACCOMMODATION for ESI DISPENSARY at _____."

containing following documents:

1. Technical bid
2. Financial bid

Encl. As above

Date:

Signature: _____

Name: _____

Address: _____

Mob. No. _____

Annexure - "B"

FINANCIAL BID

I Shri/ Smt/ Selvi _____

S/o or D/o or W/o _____

hereby offer my property situated at _____

_____ with building area _____ Sq.ft.,

on a Monthly rent of Rs. _____ including all type of

taxes for letting of Accommodation for ESIS Dispensary at _____.

***** No cutting / Overwriting / White fluid allowed in Quotation.**

Date:

Signature: _____

Name: _____

Address: _____

Tel. / Mob. No. _____

FORM OF LEASE

This indenture made on the ___ day of _____ 2017 between S/Shri. _____ s/o Shri. _____ resident of _____ hereinafter called the 'Lessors' (which expression shall, where the context so admits, include his heirs and legal representatives and assigns) of the one part and the "Employees' State Insurance Corporation" of a body Corporated created by the Employees' State Insurance Act, 1948) Act XXXIV of 1948) and having its Headquarters at Chennai hereinafter called the " the Lessee" of the other part.

WITNESSETH AS FOLLOWS:-

In consideration of the rent hereafter reserved and of the covenants and agreements by the lessee hereafter contained.

- 1 The Lessor doth hereby demise to the Lessee the premises known at **Door No:** _____, _____, _____, _____ together with all the building and erections, fixtures and fittings standing and being thereon more particularly described in Schedule 'A'.
- 2 To hold the said premises up to the Lessee for a period of 3(Three) year(s) from the day of _____ at a monthly rent for both houses of **Rs.** _____ /- (**Rupees** _____ **Only**) for each English calendar month (which amount shall cover and include all Government/Municipal Taxes, all of which shall be payable by the Lessor and any extra expense to the lessee thereby entitled being deducted from the amount of such installment of rent) and to be paid on or before the 5th day of the month following.
- 3 The Lessor hereby covenants with the Lessee that he will at his own expenses pay the taxes and keep the said premises wind and water tight and in good and tenantable repair and condition and in particular white or color wash, annually as far as possible such parts thereof as are white or color washed annually and well at all times keep the electric light plant and fittings installed in the said premises in good and serviceable condition and in the event of any leakage of occurring are being suspected therein will forthwith make all necessary tests, and repair any such leakage and that if the Lessor shall fail to pay taxes or neglect to observe and perform his obligations under covenant, the Lessee may pay the tax or carry out the necessary repairs to the buildings and to the electrical installations and deduct the amount of cost from the rent.
4. If the Lessee shall be desirous of taking a new lease of the said premises after the expiration of the term hereby granted and on such its desire, shall deliver to the land lord or leave for him or send by registered post to him at his last known place of abode or business, notice in writing not less than one month before the expiration of the term hereby granted. The lease

of the said premises shall be renewed for a further term of 3 (Three) years to commence from and after the expiration of terms hereby granted at the same rent and subject to the same covenants, agreements and conditions as in this present agreement reserved or at such rent as may be agreed upon between the parties.

5. The Lessee hereby covenants with lessor that he will pay the rent hereby reserved at the time and in the manner aforesaid and may at any time during the terms hereby created and renewal thereof make such structural alterations to the existing buildings, and erect upon the said premises such buildings or installations or other works and install therein such fittings and fixtures as it may think fit, provided always that such buildings, installations or other work fittings and fixtures shall remain property of the lessee who shall be at liberty to remove and appropriate to itself any or all of them at the expiration of the terms hereby created and any renewal thereof, provided further that the lessee shall hand over the said premises in the same condition as they were at the commencement of these presents, fair wear and tear and damage by fire or other cause beyond the control of the lessee accepted.
6. The lessee shall be released from paying any rent in respect of the whole or any such part of the said premises as might be rendered uninhabitable by fire, acts of God, riots or other civil commotion, enemy action and/or other causes not within the control of the lessee and such cases the rent payable hereunder shall be accordingly apportioned or at his option, the lessee shall have power to terminate these presents forthwith without prejudice to his right to remove works, fittings, fixtures and machinery and clause 5 thereof.
7. The lessee shall be entitled to use the said premises for any purpose whatsoever during the continuance of the tenancy.
8. The lessee shall not be liable for loss of profit or loss of goodwill arising from its occupation of the said premises or for any amount of compensation in respect of the said premises other than the rent payable as aforesaid and the lessors shall make no claim in respect thereof.
9. The lessor agrees with the lessee that the latter paying the rent hereby reserved and observed and performing the conditions and stipulations herein contained on the lessee's part to be observed and performed shall be peacefully hold and enjoy the said premises during the said term and any renewal thereof without any interruption or disturbance from by the lessor or any person claiming by/through or under him.
10. It is further provided that the lessee shall be entitled to terminate the lease at any time by giving to lessor three months previous notice in writing of its intention to do so.
11. Any notice to be made or given to the lessee under these presents or in connection with the said premises shall be considered as duly given if sent by lessor through the post by registered letter addressed to the lessee, and any notice to be given to the lessor shall be considered as duly given if sent by the lessee through the post by registered letter addressed to the lessor at his last known place of abode, any demand or notice sent by post in either case shall be assumed to have been delivered in the usual course of post.

IN WITNESS whereof these presents have been executed by the landlord/landlords and Dr.R.Magesh, SSMC, Tamilnadu for and on behalf of the Corporation on the day of _____ 2017.

SIGNED BY THE ABOVE NAME

.....

Landlord/Landlords.....

In the presence of :- 1)

2)

Signed and sealed for and on behalf of the Employees' State Insurance Corporation by

NAME;-Dr. R. MAGESH, Sr. STATE MEDICAL COMMISSIONER, TAMILNADU

SIGNATURE:

In the presence of:

1).....

2).....