


Advt 1/2021	Tender for offer of factory Shedspace at Tirupur on lease	 HHEC OF India Ltd Chennai-600032.TN
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DETAILS OF OFFICE SPACE

Address of the Office space	:	ShedNo:106,TEKIC,SIDCO,MUDALIPALAYAM,TIRUPUR-641606,Tamilnadu
Brief Description	:	
Area	:	Plot of 1060 Sq.Mtrs with built up shed size of 360Sq.Mtrs.
EMD	:	Rs.25,000/- (Rupees Twenty Five Thousand only)

Document Control Sheet

Name of the Company	The HHEC of India Limited
Date of issue	Feb 15 , 2021
Last Date and Time for submission of Tender	March 08, 2021 till 04.00 PM
Date of Inspection	Feb, 25 to 27 , 2021 (from 10.30 A.M. to 5.00 P.M.)
Schedule for Opening of Tender	March 08 , 2021 at 05.00 PM
Place of Opening of Bids	The HHEC of India Limited, Plot no SP 31 & 32 ,Industrial estate ,Guindy,Chennai-600032,Tamil Nadu
Address for Communication	As given above

INSTRUCTIONS FOR TENDERERS

- 1) Before tendering, the Tenderers are requested to visit website of The HHEC of India Ltd. (THE HHEC OF INDIA LTD.) (www.hhecworld.com) and also carefully examine the Tender Documents and the terms & conditions contained therein, and if there appears to be any ambiguity or discrepancy they should immediately refer the matter to Deputy Manager(Administration), (Contact .No.9094794822), HHEC, Chennai for clarification. Failing which the decision of HHEC shall be conclusive, final & binding on the Tenderers.
- 2) The Tenderers shall complete in all respects, form(s) annexed to the Tender Documents quote the price and furnish the information called for therein and shall sign and date each of the documents in the space provided therein for the purpose. The Tenderers shall initial each page of the Tender Documents.
- 3) The Tender shall be signed by a person or persons duly authorized by the Tenderer with signature duly attested .In the case of a body corporate, the Tender shall be signed by the officers duly authorized by the body corporate with its common seal duly affixed .In case of a consortium member and the Tender shall be signed by the officers (s) so authorized by each consortium member and tender shall be affixed with the common seals of each member of the consortium and supported by relevant resolutions.
- 4) The Tender shall contain the address, Tel.No., Fax No. and email id , if any of Tenderer for serving notices required to be given to the Tenderer in connections with the Tender.
- 5) The Tender form and the documents attached to it shall not be detached one from the other and no alteration or mutilation (other than filling in all the blank spaces) shall be made in any of the documents attached thereto .any alterations or changes to the entries in the attached documents shall be made by a separate covering letter otherwise it shall not be entertained.
- 6) The Tender shall accompany the earnest money of the required amount in the form of Demand Draft /Pay Order dawn in the name of HHEC Ltd payable at Chennaii (applicable only in the cases where the Tenderer is individual)
- 7) The Tenderer irrespective of its participation in the tender process shall treat the details of the documents as secret and confidential.
- 8) HHEC LTD. reserves the right to adjust arithmetical or other errors in any Tender in the manner in which HHEC LTD considers suitable or deem fit .Any adjustments so made by HHEC LTD shall be stated to the Tenderer if HHEC LTD makes an offer to accept his Tender.
- 9) HHEC LTD does not bind itself to accept the highest or any Tender and has the right to reject any Tender without assigning any reason whatsoever. HHEC LTD also reserves the right to re-issues the

Tender.

10) In the event Tender is submitted by estate agents/property dealer on behalf of their Clients a letter of authorization from the Client will have to be submitted along with the declaration.

11) Details of tender document :

Issue of tender document : Tender forms can be downloaded from website or can be collected from **The HHEC Of India Ltd., SP,31&32,Guindy Industrial estate,Guindy,Chennai-600032** during 's working hours up to **Mar 08, 2021 till 2.00 PM** by paying Rs.500/- (Five Hundred Only)

Last date and time of receipt : **Mar, 08 2021** till 4:00 p.m.
of tender

TERMS & CONDITIONS

1. Tender Form:

- (a) The tender shall be in the prescribed form. The tender form can be collected from The **HHEC of India Ltd., Plot No:31&32(SP).Industrial estate,Guindy,Chennai-600032** during working hours up to **Mar 08, 2021 till 2.00 PM** by paying Rs.500/- (Five Hundred Only).
- (b) The Tenderer should submit his/their profile as per Schedule A of the Tender for serving the notices, required to be served to the Tenderer in connection with the Tender. In cases of estate agents submitting the offers on behalf of their clients, the profile of the Client as per Schedule A of the Tender also to be submitted.
- (c) Tender shall be signed by a person or persons so authorized by the Tenderer with the signature witnessed. In the case of a corporation with its seal duly affixed. In case of a consortium, the Tender shall be signed by the officers so authorized by each corporate member of the consortium, the Tender shall be signed by the officers so authorised by each corporate member of the consortium and Tender shall be affixed with the corporation seals of each member of the consortium supported by the relevant board resolutions.
- (d) Estate agents/ Property Dealer submitting the offers should enclose letter of authorisation from their clients.
- (e) The tenders shall remain valid for two months or till further extension of time as approved by HHEC Ltd from the date of opening.

2.Status of the Tenderer :Preferences shall be given to Government Organisation, PSUs, Banks, large Corporate, financial institutions, etc.

3.Inspection:

The premises shall be offered on “**as is where is and whatever there is**” basis. The tenderer is expected to have inspected the premises and acquaint himself with the security, parking and other services of the premises between **Feb,25 to Feb,28, 2021**.

4. Extent of area:

The entire premises being offered is an area of about 1060 Sq.Mtrs shed with Shed No: as 106,in Tirupur Export Knitwear Industrial complex,Mudalipalayam,Tirupur.

5. EARNEST MONEY DEPOSIT:

(a) An amount of Rs.25,000/- (Rupees .Twenty five thousand only) is payable towards Earnest Money Deposit (EMD) along with the tender either by Demand Draft/ Pay Order drawn in favour of “ The HHEC of India Ltd” payable at Chennai. EMD shall be adjusted against the money payable in respect if successful bid. The tenders submitted without EMD by way of Demand Draft/ Pay Order will not be considered eligible and returned unopened.

(b) The EMD shall stand forfeited in the following cases: -

(i) If the successful tenderer fails to enter into Indenture of Lease/Lease Deed. Agreement for Lease/Memorandum of Understanding within 15 days from the date of issue of acceptance of the offer by HHEC Ltd.

(ii) If the successful tenderer withdraws his/their tender during the period of validity of this tender. In such event, HHEC LTD will be free to re-tender the premises.

© The earnest Money Deposit (EMD) received by THE HHEC OF INDIA LTD. from the unsuccessful tenderer will be duly discharged and repaid without interest or later than 15 days of expiry of validity of the tender or extended validity of the tender as the case may be.

6. MODE OF SUBMISSION OF TENDER :-

(a) Tenders shall be submitted in two envelopes –

Envelope 1 containing the details of tenderer called for together with EMD as Applicable in the form of demand draft / Pay Order drawn in favour of 'The HHEC of India Ltd, payable at Chennai as prescribed in the tender.

Envelope 2 shall contain the Declaration and price bid. The price quoted is to be written in words as well as figures and in case of discrepancies between prices written in words and prices written in figures, the prices written in words shall be considered to be correct. Both the envelopes should be superscribed on top as **Envelope 1** and **Envelope 2**. Both of them shall then be placed in another envelope which shall be superscribed “**Submission of tender for taking premises on Lease**” The sealed tender should reach The Deputy Manager(Administration), The HHEC of India LTD, Plot No:31 & 32(SP), Guindy Industrial estate, Guindy, Chennai-600032 on or before **4.00 p.m. on Mar 08, 2021. The sealed tender to be dropped into Tender Box kept for the same.** The tenders shall be opened at 5:00 p.m. on the same day i.e, 08th Mar, 2021 in presence of the tenderers or their authorised representatives desirous to be present.

(b) The HHEC of India LTD reserves the right to adjust arithmetical or to other errors in any Tender, in the manner in which it considers suitable/deem for. Any adjustments do be made by The HHEC LTD shall be stated to the Tenderer, if The HHEC LTD makes an offer to accept his Tender.

7. The Tenderer shall (whether or not he submits the tender) treat the details of the documents as *secret and confidential*

8. The HHEC of India LTD will not pay the Tenderer any expenses, which may have been incurred in the preparation of the Tender for submission.

9. The HHEC of India LTD also has the right to re-issue the Tender without the Tenders having the

right to object against such re-issue.

10. Form of tender if found incomplete in any respect and/or if found with conditional compliance or not accompanied by EMD (if applicable), as required, shall be our rightly rejected.

11. The HHEC of India Ltd reserves the right to reject any or all the tenders without assigning any reasons therefore

12. The HHEC of India LTD have the discretion to either accept or not accept any of the offer so submitted

13. Lease agreement:

(a) The tenderer/Client as the case may be shall enter into Indenture of Lease/Lease Deed/Agreement for Lease /Memorandum of Understanding with the HHEC of India LTD as per draft agreement to be provided by HHEC of India Ltd. containing the usual provisions and detailing the terms and conditions of the proposed lease within 15 days from the date of issue of acceptance of offer, by HHEC Ltd. or Such period of The HHEC LTD may like to extend in its own discretion, failing which bid shall be cancelled and The HHEC Ltd shall be free to give offer to the next highest tenderer or any other tenderer at its discretion. In case of individuals failing to sign the Indenture if Lease/Lease Deed/Agreement for Lease/Memorandum of Understanding or withdraw their offer, their EMD shall be forfeited and their offer shall be treated as cancelled.

(b) **Period of Lease :** The lease shall be for maximum period of three years. The Leave and License Agreement may be renewed for every year with 10% increase on the last rent if both the parties agree for renewal .

(c) **Registration:** The lease agreements shall be duly stamped and registered. Expenditure incidental thereto including costs of stamps and registration charges shall be borne equally by the HHEC of India LTD and the tenderer / Lessee.

(d) **Security Deposit :** The successful bidder shall deposit an amount equivalent to 6 months rent with the interest free and the same shall be refunded after the premises is vacated.

(e) **Commencement of lease :** Rent shall be payable from the date of entering into Indenture of Lease/Lease Deed/Agreement for Lease/Memorandum of Understanding. Or within 15 days from the date of issue of letter of acceptance of offer by the HHEC LTD, whichever is earlier. Rent shall be payable proportionately for the broken period, if any.

(f) **Termination of lease:** There shall be a lock in period of three (3) years from the date of commencement of agreement. The Successful bidder shall have option to exit from the License issue 90 day prior notice to HHEC. Such prior notice intimation can be given before 3months of lock period, However option to exit will be refunded after adjusting the dues, if any, to be payable by Successful bidder. In this case, Security Deposit of the successful bidder .HHEC may also recover the balance outstanding dues, if are more than interst Free Security Deposit/Performance Security, from the other contracts of successful bidder in HHEC. Balance outstanding dues,if are more than interest free security Deposit/Performance Security, shall be recoverable from the successful bidder before successful bidder is permitted to remove their establishment(s) or else HHEC will seize their property/goods. HHEC shall be free to dispose off the property/goods in whatsoever manner as it deems fit. Successful bidder shall have no claim for compensation or consideration/damages.

(g) **Maintenance of the premises:** The Maintenance of the premises of the recurring nature has to be done by the tenants. For any capital nature maintenance

addition & alteration to the existing structure, utilities, etc., the successful bidder shall be solely responsible for obtaining all necessary prior permissions/approvals from the concerned bodies/departments. HHEC shall restrain itself only up to forwarding/applying for obtaining the permission/approval from the other bodies/departments. All other liaisoning, risk & cost in this regard shall be borne by the successful bidder.

(h) **Maintenance of the premises:** The Maintenance of the Premise of the Recurring nature has to be done by the tenants. Any capital nature Maintenance/ Repairs need to be brought to the notice of the Lessor.

(i) **Electricity Charges and water charges:** Electricity charges as per the (TEKIC) meter reading will be payable directly to the TEKIC and water consumption charges to be paid directly to the concerned authorities and produce proof to HHEC in support thereof.

(j) **Generator set:** 63KVA generator set is installed in the premises.

14. The submission of the tender means and implies that the tenderer has unconditionally and irrevocably agreed to and accepted all the above terms and conditions of the tender.

Signature of the Tenderer
Name & Designation of the Authorised Signatory of the Tenderer

Place :

Date :

FORM OF TENDER

(Note: The Appendix forms part of the Tender)

To,

The HHEC of India Ltd.
Plot 31 &32,SP,Industrial estate,Guindy Industrial estate,
Guindy,Chennai-600032

Sir,

1) Having fully examined the terms and conditions of the Tender, we offer to take a lease of ShedNo:106,TEKIC,SIDCO,MUDALIPALAYAM,TIRUPUR-641606,Tamilnadu strictly in conformity with the terms and conditions of this Tender Document.

2) We shall enter into a Indenture of Lease /Lease Agreement/Lease Deed / Memorandum of Understanding with you in the form and manner satisfactory to you containing the usual provisions and detailing the terms and conditions of the proposed lease by us within 15 days from the date of issues of acceptance of my /our offer by HHEC LTD.

3) We understand that if our Tender is accepted, we shall be jointly and severally responsible for the due observance and performance of the terms and conditions of the Tender and take lease of the Premises as aforesaid. Should I /We fail to execute and perform the terms and conditions when called upon to do so, the Earnest Money Deposit (EMD) shall be forfeited by HHEC LTD. (applicable only in case of individual)

4) We understand that you are not bound to accept the highest or any Tender you may receive Further we will not object in case HHEC LTD goes for re-tendering /accepting any other than the highest at its discretion.

5) We understand that the time is essence of the contract for completing the leasing formalities of the Premises and we agree and undertake to abide by it.

6) We also enclose a Demand Draft /Pay Order of value Rs.25,000/-(Rs. twenty five thousand only) in the name of “The HHEC of India Ltd” payable at Chennai. We understand that EMD will not carry any interest.. Details of EMD is as under:-

Demand Draft No./Pay order No.-

Date of DD/PO:-

Name of & Branch:-

7) We understand that the tender should be unconditional and tender having conditions contrary to the terms & conditions of the tender can be summarily rejected.

Dated.....day of..... Signaturein the capacity ofDuly authorized to sign tenders for and on behalf of

(Name and address of the Tenderer) (IN BLOCK CAPITALS)

WITNESS: Signature

Name & Address.....

Occupation

LEASE OF Factory Shed space at ShedNo:106,TEKIC,SIDCO,MUDALIPALAYAM,TIRUPUR-641606,

(To be filled and submitted by the Tenderer)

- 1) a) Name of the Tenderer (in Block letters) :
- b) Complete Postal Address :
- with Telephone /Fax Nos./email ID)

- 2) Brief particulars of business :

- 3) Relationship , if any ,the tenderer has :
- with any employee of HHEC Ltd.

- 4) Rate for the total area per month including the equipments and fixtures as given in SCHEDULE-B
In figures : In words

- 5) Details of EMD (Earnest Money Deposit of : Rs.25,000/- (Twenty Five Thousand only)
 - i) Demand Draft No./Pay Order No.
 - ii) Date:
 - iii) Name of the
- 6) Income tax Permanent Account No. :

- 7) Name and address of the Client , if tenderer is an estate agent
(Authorisation from Client to be Submitted) :

Signature of the Tenderer

Name and Designation of the Authorised Signatory of the Tender.

Declaration and price bid

I / We _____(acting on behalf of _____) (Letter of Authority to be enclosed) hereby declare that I/We have read and understood the instructions, terms and conditions appended to this tender, and physically inspected the premises and noted the facilities / services available I / We submit our total rate (Including the equipments and fixtures) per month. Our offer is at the rate of Rs.....(Rupees.....) per month for the entire shed along with the equipments and fixtures as per the SCHEDULE-B.

Place: Date:

Signature of the Tenderer

Name and Designation of the Authorised Signatory of the Tenderer

We accept the above terms & conditions

Signature of Tenderer with Seal

TENDER DOCUMENT FOR
LEASE OF Factory Shed space at ShedNo:106,TEKIC,SIDCO,MUDALIPALAYAM,TIRUPUR-
641606

NAME OF TENDERER -----

ADDRESS -----

TELEPHONE -----

FAX -----

EMAIL -----

NAME OF CLIENT -----
(IF TENDERER IS AN ESTATE
AGENT)

DATE OF SUBMISSION -----

RECEPIT NO. -----

SCHEDULE-A

PROFILE OF THE TENDERER

(IF TENDER IS SUBMITTED BY ESTATE AGENT/PROPERTY DEALER PROFILE OF THEIR CLIENT ALSO TO BE SUBMITTED)

1	Name of the Tenderer	
2	Correspondence Address	
	Mobile No.	
	Fax No./ Email:	
	Registered Address:	
	Telephone/Mobile No.	
	E mail address:	
3	Incorporation Date:	
4	Constitution (Private/Public/Joint)	
5	Chairman	
6	Managing Director	
7	Annual Turnover, Accumulated Profit. Net worth for the last 3 years	
8	Income tax/PAN No.	
9	Date of last Income Tax Returns (Enclose copy of Last 3 years Income Tax clearance certificate)	
10	Whether the premises is required for own use or its associates/subsidiaries if so give the details of subsidiaries	
11	Whether govt./public sector undertaking	

Signature

Name of the Authorized Person

Company Seal

All authorized should be annexed to this form

SCHEDULE:B

LIST OF EQUIPMENTS & FIXTURES

- | | |
|---------------------------------------|-------|
| 1. Generator set "KIRLOSKAR" 63 KVA | 1No. |
| 2. Tube light fittings | 35No. |
| 3. Ceiling Fan | 1 No. |
| 4. Godrej Brand Steel Cup Board(Big) | 1 No. |
| 5. Godrej Table 5x2.5 | 1 No. |