



BID FORM

**FOR ALLOTMENT OF COMMERCIAL SHOP/TUCK SHOP ON
MONTHLY LICENSE FEE BASIS AT SHOPPING COMPLEX AND
OTHER PLACES IN GBU FOR A PERIOD OF THREE YEARS**

Tender	Allotment of Commercial Shop/Kiosk Shop on Monthly License Fee Basis at Shopping Complex and other places in GBU for a Period of Three Years
Opening Date of Bid	30.12. 2023
Last date & Time of Bid Submission	27.01. 2024 upto 3.30 p.m.
Technical Bid Opening Date, Time & Place	<p>27.01. 2024 at 04.30 p.m.</p> <p>Venue : Conference Room of the Registrar Office, 1st Floor, Administrative Building, G.B.U., Gr. Noida.</p> <p>(Bidder/authorized representative of bidders may attend the bid opening proceedings on the above mentioned day and time).</p>
Time of Completion	Three Years
Bid System	One Tier
Bank Account Detail for submission of Processing Fee and Earnest Money Deposit (through NEFT/RTGS only)	<p>Punjab National Bank, Gautam Buddha University, Greater Noida (U.P.)</p> <p>A/C No. 6660000100000681,</p> <p>IFSC Code: : PUNB0666000</p>

**TERMS & CONDITION FOR ALLOTMENT OF COMMERCIAL SHOP/TUCK SHOP
ON MONTHLY LICENSE FEE BASIS AT SHOPPING COMPLEX AND OTHER
PLACES IN GBU**

Gautam Buddha University, Greater Noida invites sealed proposals in prescribed application form for allotment of Commercial Shop/Tuck Shop at shopping complex and other places in GBU on 3 years License Fee.

1.0 DETAILS OF SHOP/KIOSK SHOP AVAILABLE:

1.1 BUILT-UP SHOPS ON GROUND FLOOR IN SHOPPING COMPLEX

Sr.No.	Shop No	Carpet Area of Shop(s) in (Sq.m.)	Reserved License Fee according to Rs. 150/- Sqm.	Processing Fee, incl. of GST (In Rs.) Non-Refundable	Earnest Money Deposit (In Rs.) Refundable
1	1	223.62 (RESTAURENT AREA)	33543.00	1180.00	20,000.00
2	2	3.61X5.77=20.83	3124.50	1180.00	10,000.00
3	3	3.80 X 5.77=21.926	3288.90	1180.00	10,000.00
4	4	3.80 X 5.77 =21.926	3288.90	1180.00	10,000.00
5	6	3.80 X 5.77 =21.926	3288.90	1180.00	10,000.00
6	8	3.80 X 5.77 =21.926	3288.90	1180.00	10,000.00
7	9	3.80 X 5.77 =21.926	3288.90	1180.00	10,000.00
8	13	7.545 X 5.77=43.534	6530.10	1180.00	15,000.00
9	14	7.765 X 5.77=44.804	6750.00	1180.00	15,000.00
10	16	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
11	17	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
12	18	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
13	19	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
14	20	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
15	22	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
16	23	3.145 X 5.77=18.147	2722.05	1180.00	10,000.00
17	CANTEEN SITUATED AT SCHOOL OF MANAGEMENT		18290.00	1180.00	15000.00

1.2 KIOSK AT SCHOOL OF VOCATIONAL STUDIES

11	2.46 mtr. X 2.46 mtr. = 6.051 sq.mtr. (Inside Entrance Lobby) (SNACK CORNER)	907.65	1180.00	10000.00
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1.3 KIOSK NEAR THE MOTHER DAIRY AT SHOPPING COMPLEX AREA

11	2.46 mtr. X 2.46 mtr. = 6.051 sq.mtr. (SNACK CORNER)	907.65	1180.00	10000.00
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NOTE : 1.2 & 1.3 only - One month rent free time will be given to the party for preparation of Temporary Tuck Shop at the site. After one month free rent time, full rent will be levied to the party.

2.0 **ELIGIBILITY**

- 2.1 Any person, trust, firm, company, or registered co-operative society of Indian Origin may submit proposal.
- 2.2 The person/firm submitting proposal should be competent and ready to enter into contract.
- 2.3 Offer should be submitted in one part, in a single envelop. This single envelop shall be properly sealed and addressed/sent to **“The Registrar, Gautam Buddha University, Greater Noida, Gautam Budh Nagar -201312 (U.P.)”** super scribing **“Tender against Tender Advt. GBU/S&P/10/2023 dated 30.12.2023, Name of work : Allotment of Commercial Shop/Kiosk Shop on Monthly License Fee Basis at Shopping Complex and other places in GBU for a Period of Three Years”** so as to reach us on or before last day of submission

3.0 **PAYMENT PLAN**

- 3.1 The proposal submitter has to submit the processing fee and earnest money deposit through NEFT / RTGS mode only and same should be payable in favour of Gautam Buddha University in the A/C No 6660000100000681, IFSC Code: PUNB0666000, Punjab National Bank, Gautam Buddha University, Greater Noida. The copy of NEFT/RTGS with transaction ID must be enclosed along with the bid. This processing document fee will be non-refundable. Bid without processing fee & EMD in the prescribe form will not be accepted. . The processing fee and earnest money deposit details are given in table 1.1 to 1.3. Earnest money may be adjusted against first month's License Fee. MonthlyLicense Fee is to be paid in advance by the seventh of each month. If License Fee is not paid upto 7th of the month, the allottee shall be liable to pay interest @ 15% per annum calculated on daily basis. If the party fails to pay the License Fee (with the interest) upto a period of three months, the competent authority may terminate the agreement and the entire security deposit shall be forfeited.
- 3.2 Electricity and other charges : The electricity will be provided by the University through Pre Paid Meter. The cost of the meter and electricity charges will be borne by the allottee.

4.0 **HOW TO APPLY**

The applicant may use the Bid Application form attached in annexure I of this document.

5.0 **RESTRICTION OF UTILITY**

The shop/tuck shop have to be utilized as per the allotment from the date of License Fee agreement. The allottee shall use the shop/tuck shop subject to the condition that the activities considered not be of public interest/hazardous against the existing statutes shall not be carried out. Any activity which creates noise pollution or air pollution shall not be allowed in the shopping complex and other places in GBU. Allottee shall obtain all statutory clearance/certification from the authorities concerned for functioning prior to commencement of business and the University shall not be responsible for any consequences arising out of failure to do so.

Sale and distribution of any kind of tobacco, liquor, non-vegetarian items, pornographic material, psychotropic drugs or related products is strictly prohibited.

6.0 **EXECUTION OF LEASE DEED, POSSESSION & COMPLETION**

- 6.1 **License Fee Agreement-** The allottee shall be required to enter into a License Fee agreement within two weeks of the date of allotment. In case of failure to do so action may be taken as per Terms and Condition of the allotment.
- 6.2 **Functional –** The shop/tuck shop has to be made functional as per purpose specified in License Fee agreement within two week of execution of License Fee Agreement.

7.0 **MODE OF PAYMENT**

Normally no extension in License Fee payment shall be allowed. The payment must be in the form of DD/Pay Order drawn in favour of Gautam Buddha University payable at New Delhi/Noida/Greater Noida.

NOTE: For the purpose of this document the date of issue of allotment letter shall be reckoned as the date of allotment. Also, For the purpose of this document the date of execution of the License Fee Agreement shall be reckoned as the date of taking over of possession.

8.0 **AREA**

The area mentioned is approximate the allottee will have to accept a variation of up to 5%.

9.0 **ACCEPTANCE OF PROPOSAL**

The Competent Authority of the University may without assigning any reason, withdraw all or any of the shops from the offer at any stage.

The committee/authorized official is responsible for finalization of the allotment may accept or reject any offer including the best proposal after considering all other aspects.

An applicant may put in application offering higher License Fee/sqm than the reserve price. Only one shop can be allotted to a single applicant.

A proposal cannot be withdrawn once made.

10.0 **AS IS WHERE IS BASIS**

The commercial shops have to be accepted on 'as is where basis' is.

11.0 **UNSUCCESSFUL PROPOSALS**

Earnest money will be returned to unsuccessful participants within 15 days after completion of the allotment process. The processing fee is non-refundable. No interest will be paid on EMD in any case.

12.0 **SURRENDER**

The allottee may surrender the allotment before signing of the License Fee Agreement. The Earnest Money Deposit will be forfeited if allottee surrender the allotment or not execute the License Fee agreement within two weeks of allotment.

13.0 **CANCELLATION** : The License Fee Agreement may be cancelled by the Competent Authority of the University in case.

13.1 Allotment was obtained by misrepresentation/suppression of material facts.

13.2 Any violation of directions issued of rules framed.

13.3 For violation of clause of agreement.

13.4 In case of cancellation all deposits and/or earnest money will be forfeited.

14.0 **VOLUNTARY WITHDRAWAL**

The allottee can vacate the shop on voluntary basis by giving two months' notice advance to the competent authority.

15.0 **LICENSE FEE AGREEMENT RENEWAL**

The License Fee agreement will be renewed for the period of two years at the prevailing rates. In case of non-renewal or voluntary withdrawal the security deposit will be refunded subject to 'No Claims' on the security deposit by the competent authority.

16.0 **EXECUTION OF LICENSE FEE AGREEMENT AND POSSESSION**

License Fee agreement has to be signed within two weeks of allotment.

17.0 **DOCUMENTATION CHARGES**

All agreement related documentation charges are to be borne by the allottee.

18.0 **PENALTY :**

For structural in any other type of damages to the University assets during the period of agreement or for any damages due to negligence of the allottee.

19.0 **FUNCTIONAL**

The shop/tuck shop allotted has to be made functional to the satisfaction of the Competent Authority of the University within two weeks of License Fee Agreement.

20.0 **TRANSFER/SUB LEASE OF COMMERCIAL SHOPS**

Transfer and subletting is not permitted .

21.0 **ENCUMBRANCE**

The allottee cannot create any charge/lien/mortgage/hypothecate on the shop(s)/tuck shop(s) allotted to him for any purpose.

22.0 **MISUSE, ADDITIONS, ALTERATION ETC.**

The allottee cannot use the commercial shop/tuck shop for any other purpose other than that for which allotted. Any alteration in the structure may lead to cancellation of License Fee Agreement.

23.0 **LIABILITY TO PAY TAXES**

All Government taxes due to the Commercial shop or activity is to be borne by the allottee.

24.0 **MAINTENANCE**

The property need to be well maintained and the surrounding should be kept neat and clean. No structural alternation or change is allowed. Uprooting / damaging trees are not permitted. In case of non-compliance penalty may be imposed by the Competent Authority of the University.

25.0 **OTHER CLAUSES**

The Competent Authority of the University reserves the right to make such additions/alteration or modification in terms and condition of the Allotment/License Fee Agreement as necessary from time to time.

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CHECK LIST

(Please mark number on each page submitted for the support of bid)

Total BID Pages :

Sr. No.	Document Name	Document Submitted (please mark below YES or No)	Page No.
1	Proof of NEFT/RTGS of Bid Fee & EMD submitted in given GBU account.		
2	Duly filled in and signed of complete bid document.		
3	Self attested PAN registration copy.		
4	Self attested GST registration copy (if available)		
5	<p>The participants shall submit an affidavit (duly notarized) on Rs.10/- stamp paper as per below format only (<i>the affidavit issues date/notarize date should not be earlier than the tender advertisement date</i>):</p> <p><i>“I/We hereby confirm and declare that Mr/Ms. Or M/s. proprietor/partner(s) is/are not blacklisted/de-registered/debarred by any Government department/Public Sector Undertaking, Universities, Institution and College or any other reputed organization for which we have executed/undertaken the works/services during the last four financial years”</i></p> <p style="text-align: right;"><i>Deponent Signature”</i></p>		

Annexure - 1

**“APPLICATION FORM FOR ALLOTMENT OF COMMERCIAL SHOP/KIOSK SHOP ON
MONTHLY LICENSE FEE BASIS AT SHOPPING COMPLEX AND OTHER PLACES IN
GBU FOR A PERIOD OF THREE YEARS”**

Name of the Applicant/Organization with complete address	
Pl. mentioned whether a Government Company / Public Ltd. / Private Ltd. / Partnership / Proprietorship/Individual etc. if not individual than attach self-attested registration copy.	
PAN registration Number (please attach the self-attested photocopy)	
GST / IGST registration Number, if any (please attach the self-attested photocopy)	
Mention the name of the trade/business	
Monthly License Fee Offered (should be more than Rs.150/- sqm.)	(in numeric) Rs. (per sqm.) (in words) Rs.....(per sqm.)
Note : <u>Highest Participants as per the per square meter rate will have the choice to choose the trade and shop number first, after that second highest then third and so on.</u>	

DECLARATION

I/We hereby declare that the information given in the bid by the undersigned is correct and fulfill all conditions as published in the tender document.

ACCEPTANCE

I/We accept the above terms and conditions and shall comply with them strictly and I/we, am/are submitting the following documents for the consideration of my/our participation in the bid.

(SIGNATURE OF THE PARTICIPANTS)
WITH SEAL

NAME:

ADDRESS :.....

Tel./Mobile No.:

Email ID :

BANK DETAILS OF VENDORS, in case of refund of EMD

Bank A/c Name :

Bank Name :

Bank Account No. :

IFSC Code :