

SAINIK SCHOOL IMPHAL
TERMS AND CONDITIONS FOR LEASING OUT OF BUILDING SPACE
SUITABLE FOR BANK PREMISES

1. The Principal, Sainik School Imphal invites sealed tender from reputed Banks for the followings: -

TENDER FOR	EARNEST MONEY	OPENING DATE/TIME	CONTRACT PERIOD
Leasing out of Building space suitable for Bank Premises (1200 sqft)	Rs.15,000/-	20 Jan 2023 (1500 hrs)	Negotiable

2. Tender form duly completed in all aspects can be sent by post for outstation bidders and local bidders can drop in the tender box placed in the School Main Gate till 1300 hrs on all working days **DULY MARKED 'TENDER FOR LEASING OUT OF BUILDING SPACE SUITABLE FOR BANK PREMISES' ON TOP OF THE ENVELOPE.** The school will not be responsible for postal delays. Tenders will not be accepted in hand and after the closing date. All required document pertaining to operation of Bank to be attached with the tender application.

3. Tender forms along with Terms & Conditions can be obtained from QM Section on payment of Rs.5,000/- with effect from 09 Jan 2023 onwards from 1000 hrs to 1300 hrs and close on 14 Jan 2023 at 1300 hrs. Sealed tenders along with earnest money through bank draft drawn in favour of the Principal, Sainik School Imphal, Manipur payable at Imphal should reach the latest by 1300 hrs of 20 Jan 2023. Tenders will be opened on the opening dates and times as mentioned against each in presence of the tenderers.

4. Tender forms can be downloaded from the school website, www.ssimphal.nic.in. Downloaded form to be deposited with a DD of Rs.5,000/- as cost of Tender Form along with Earnest Money as applicable.

5. No local/outstation cheque or cash will be accepted for earnest money.

6. Earnest money of unsuccessful Tenderers will be refunded within 30 days from the date of opening of the Tender or after finalization of the tender whichever is later. No queries/requests will be entertained by the School Administration prior to this.

7. The Principal, Sainik School Imphal, reserves the right to reject or accept any or all the tenders or accept them in parts or reject the lowest tender without assigning any reasons. Awarding of part tenders will be discouraged for administrative conveniences and EMD will be refunded in due time. Also, the Principal, Sainik School Imphal reserves the right to extend the tender by 1-2 months subject to satisfactory services provided by the Bank & after the admin approval.

GENERAL TERMS AND CONDITIONS

1. The sealed tenders must reach the Principal / Administrative Officer, Sainik School Imphal on or before 1300 hrs of 20 Jan 2023. Tenders received late will not be considered.
2. This form, in original, should be duly filled in and completed in all aspects in legible handwriting and signed by the tenderer / authorized signatory of the bank. The sealed envelope should be duly super subscribed as “**TENDER FOR LEASING OUT OF BUILDING FOR BANK PREMISES**”.
3. The tenderer may carry out an inspection of the paddy field before quoting the rates and submission of the tender.
4. A sum of **Rs. 15,000/- (Rupees Fifteen thousand only)** as Earnest Money Deposit (EMD) must be remitted in the form of a Demand Draft/Banker Cheque drawn in favour of “Principal, Sainik School Imphal” and attached along with the tender form. Any bid received without the **EARNEST MONEY** will be rejected.
5. The tenders will be opened in the office of the Administrative Officer, Sainik School Imphal (Manipur) at 1500 hrs on **20 Jan 2023** in the presence of available bidders.
6. No alteration and addition in the bid documents will be permitted once the BID is opened. In case modifications/alterations made in the form at the time of compilation should be initiated by the tenderer himself before submission.
7. The tenderer has to quote the price to be above **Rs.25,000/- (Rupees Twentyfive thousand only)** per month. *Tenders quoting amounts less than Rs.25,000/-(Rupees Twenty Five thousand) will be considered as INVALID and in such case, the EMD of the respective bidder will be forfeited.* Tenderer quoting the highest amount above **Rs.25,000/- (Rupees Twenty Five thousand only)** will be awarded the Bank Premises lease contract accordingly.
8. No activity can be commenced in the said building before entering into legal contract or before signing legal agreement between two parties.
9. The period of the lease period is negotiable depending upon schools requirements on mutual agreement. However, the lease agreement will be renewed every year and 10 % increment in approved monthly rebate will be applied every three years.
10. If the bank failed to make payment in the stipulated time, penal interest as per existing norms will be imposed. Apart from monthly rebate, respective Bank shall bear their own expenses for security, Electricity, water and other services. Any type of breach in the existing contract will lead to the cancellation of the contract and further necessary legal actions and in such case, security deposit of the contract will be forfeited.
11. On receipt of acceptance notice, the tenderer will become a contractor in so far as the notification shows for the whole or part of the tender, that has been accepted and will furnish a security deposit of **1,00,000/-(Rupees One lakh only)** for each head within seven days of finalization of the contract
12. No permanent construction and alternation of landmarks is permitted in the building given on lease.
13. Any breach in the terms & conditions will be liable for cancellation of the contract and further necessary legal proceedings.
14. Principal reserved the right to acquire land with one-month prior notice.

15. The tenderer whose tender is accepted shall sign a Lease Agreement Deed with the school authority on a non-judicial paper of Rs. 200/- value at the cost of the approved bidder.

16. Security amount/deposit will be refunded only after the expiry of the period.

17. The Principal, Sainik School Imphal reserves the right to itself not to issue the document and /or to accept or reject any or all the offers at any stage of the process and or modify the process without assigning any reasons whatsoever, and his decision in this matter is deemed as final and binding. The firm will not be entitled to any compensation for the rejection of his application. However, the demand draft of earnest money will be returned to the bidder in case tender is not accepted.

18. Principal's decision will be final and binding, on all matters pertaining to annual tendering and correspondence should be addressed to the following address: -

**THE PRINCIPAL
SAINIK SCHOOL IMPHAL
PO: PANGEI YANGDONG
IMPHAL EAST DISTRICT
MANIPUR – 795114**

Note: Interested bidder to download the relevant pages of the specific tender and attach them with the tender document.

I,(Name) understand and agree to abide by the above-mentioned Terms and Conditions.

Signature: _____

Full Name : _____

Address : _____

Dated: ____/____/2023

Mobile No. _____

Place:

E-mail ID:

TENDER FORM

Period of contract :

Place : **SAINIK SCHOOL IMPHAL (MANIPUR)**

NOMENCLATURE	DESCRIPTION	QUOTED RATE PER MONTH
Leasing out of Building space suitable for Bank Premises	The area of the room is 1200 sq ft	

Earnest money of **Rs.15,000/- (Rupees Fifteen Thousand only)** drawn in favour of the Principal Sainik School Imphal (Manipur) paid vide DD / BC No..... dated.....of.....(Bank)

I have read and understood the terms and conditions (as attached) for leasing of Leasing out of Building for Bank Premises and shall abide by them.

Signature: _____

Full Name: _____

Address _____

Dated: _____ Tel No. _____