

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)
FOR HIRING OF SUITABLE PREMISES FOR TEMPORARY
SITE OF IIIT SONEPAT AT SONEPAT**

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SONEPAT	
MBA Department Building, NIT Kurukshetra-136119	
Advt. No.: IIITSNP/EOI/2019-20/02	Dated: 04-12-2019
HIRING OF INSTITUTIONAL BUILDING	
Indian Institute of Information Technology, SONEPAT (at present running at mentor institute NIT Kurukshetra & at IIT Delhi Techno Park, Rajiv Gandhi Education City, Sonapat) invites Expression of Interest (EOI) for hiring of a suitable premises for temporary site of IIIT Sonapat at Sonapat on Monthly Rental Basis.	
Eligible individual/ groups/ institutions having suitable institutional premises and willing to let out the same are requested to submit their offer as per the details given in the EOI document. Eoi document containing the details can be downloaded from the IIIT Sonapat website www.iiitsonapat.ac.in OR can be obtained from the office of the Director, IIIT Sonapat, MBA Deptt. building, NIT Kurukshetra – 136119 in person on any working day.	
EOI completed in all respects should reach the office of the Director, IIIT Sonapat, MBA Deptt. building, NIT Kurukshetra – 136119 by 5.00 PM on 30 th Dec 2019 .	
Director, IIIT Sonapat	

Indian Institute of Information Technology Sonapat

IIIT-Sonapat, an Institution of national importance, invites EOI for a suitable site to operate in Sonapat, on temporary basis. Individuals / Groups/ Institutions having suitable institutional premises for such usage and willing to let out the same may visit the website www.iiitsonapat.ac.in for details and respond. Last date for receiving the response: 5PM of 30th December, 2019.

**Director,
IIIT, Sonapat**

Indian Institute of Information Technology Sonapat

Mentoring Institute- National Institute of Technology Kurukshetra

Camp Office – IIIT Sonapat Office, MBA Department Building, NIT Kurukshetra-136119

EXPRESSION OF INTEREST FOR HIRING OF PREMISES FOR Temporary Site of IIIT Sonapat at Sonapat

IIIT-Sonapat invites Expression of Interest (Eoi) for leasing of unified premises consisting of the following:

- 1) Academic Space
- 2) Administrative Space
- 3) Girls Hostel
- 4) Boys Hostel
- 5) Supporting Infrastructure

The interested bidders may submit their offers in the appropriate format which may be downloaded from the Institute website www.iiitsonapat.ac.in and forward the same to the Institute with a non-refundable processing fee of Rs.5000/-in the form of Demand Draft, drawn in favour of IIIT Sonapat payable at Kurukshetra. The last date for the receipt of EOI is 30.12.2019 at 5pm. Thereafter, if need be, the participants in EOI may be called for discussion.

Important :

- 1) EOI complete in all respects must be submitted in sealed envelope which must be delivered EITHER by hand or sent THROUGH speed post to the Institute at the address mentioned below so as to reach the Institute not later than 5:00 P.M. on 30th December, 2019, clearly SUPERSCRIBING the envelope with the following: "EOI For Institutional Premises Leasing by IIIT Sonapat".
- 2) The Institute shall, in no case will be responsible for the late delivery or loss of any of the documents.
- 3) Those meeting the technical requirements as laid down by the Institute in this document, shall only be considered further.
- 4) Address for responding to this call of EOI is as follows:

**The Director
IIIT Sonapat
Camp Office - IIIT Office, MBA
Department Building, NIT
Kurukshetra-136119**

- 5) The EOI MUST STRICTLY be submitted in accordance with the procedure detailed herein. The Sealed Envelope should contain following documents:
 - a. Covering letter (If from a firm/ group of individuals, then on their official letterhead)
 - b. Complete expression of interest document, including **Annexure-I** , duly filled in and ink signed at the bottom of each page by the Authorized signatory and stamped, in token of having accepted the terms and conditions.
 - c. Processing Fee
- 6) The EOI Envelope MUST indicate the name and address of the Bidder.
- 7) If the outer envelope is not sealed and marked as required, the same shall be summarily rejected.
- 8) The EOI received through E-mail/ Fax or not in proper format or without appropriate and supporting documents will be summarily rejected.

Special TERMS & CONDITIONS

I.-For Premises to be used as Academic & Administrative Space:

- a) The premises MUST contain at least 6 Classrooms, with adequate & Comfortable seating infrastructure and White Board.
- b) Rooms equipped with LCD Projectors, Air Conditioners, etc shall be preferable.
- c) Room size should preferably not be less than by about 70 sqm., sufficiently spacious to accommodate at least about 60-75 students, with desks and seating.
- d) The premises should be leasable upfront or latest by 30 April 2020.
- e) The premises should be neat and clean and neatly painted.
- f) Rooms should be well lit and sufficiently ventilated..
- g) Additional Two to Three Rooms of good size preferably of size 50 sqm. with supporting infrastructure would be required for Administrative Officers / waiting Area.
- h) Two Hall type rooms preferably of size 70 sq. meter for support staff-Admission, Examination, Accounts staff etc.
- i) In case the Institute desires to add its own fixtures to the existing ones, the owner(s) should have no objection.
- j) At least Three to Four halls preferably of size 100 sqm, sufficiently large to accommodate at least about 60 Computer Terminals in each hall and to host equipments of other laboratories would be required. One hall of capacity (100-200 sqm.) is also required for library.
- k) Round the clock, uninterrupted water and electrical supply with computers backed up by UPS and DG Sets, shall be preferable. Institute shall pay for the electrical charges as per actual usage, based on the meter readings, installed separately.
- l) Provision for providing Security to the inhabitants, premises, parked vehicles, etc. if available shall be preferable, else the owner should have no objection to the Institute making its own security mechanism.
- m) Parking space for at least about 10 cars is a MUST.
- n) Building equipped with intercom facility shall be desirable.
- o) Premises should be located in good ambience, with minimal source of outside disturbances.

II.- For Premises to be used as Girls Hostel:

- a) The building should have rooms of sufficient size to house girl students in single/ double or maximally triple occupancy. At present it is envisaged to house about 50 Girl Students.
- b) Adequate Washroom and showering facilities should be available within the same block suitable for women.
- c) Provision of few Extra Rooms with attached toilet, if available, for Warden housing etc shall be preferable.
- d) A hall of adequate size to be used as a common hall, shall be desirable.
- e) Separate **dining** area sufficient to handle serving to about 50% inmates at a time would be desirable.
- f) Provision of Filtered Water with Water Cooler shall be desirable.
- g) Premises should be located in good ambience, within walking distance of the academic/ administrative buildings and with minimal source of outside disturbances.
- h) Each Room should be supported with at least one wardrobe per occupant.
- i) The building should be available for **occupation** on immediate basis
- j) The owner would ensure proper repairs/ maintenance of the building as per prescribed norms during the lease period.
- k) Rooms should be well lit and with proper ventilation.
- l) Round the clock water and electricity supply must be available.

III.- For Premises to be used as Boys Hostel:

- a) The building should have rooms of sufficient size to house male students in single/ double

or maximally triple occupancy. At present it is envisaged to house about 250 to 300 male Students.

- b) Rest of the aspects should be similar to that as described above for girl hostel premises.

General & Common Terms

- 1) Institute may cause a site visit by a committee before agreeing to take over any of the premises.
- 2) Building offered must be free from all encumbrances, claims and legal disputes etc. The parties may furnish complete details in the application form attached with this document (Annexure –I).
- 3) Power back-up provision by DG Sets etc with one stand-by of atleast about 160 KVA shall be the responsibility of the owner of the premises, full back-up supply for the campus should be available.
- 4) All rooms, lobbies, common spaces shall be pre-fitted with suitable & aesthetic electrical fixtures, like Ceiling Fans, LED/CFL/Tubelights, Sockets for charging laptops/ cell phones, etc.
- 5) Provision of expansion of the student capacity by upto 25% of the said numbers should be available, both on academic/administrative infrastructure as well as accommodation side.
- 6) Adequate fire safety provisions should be complied with and fire clearance from Fire Department should be supplied.
- 7) Premises to be leased should be approved for the intended use. IIIT Sonapat shall at all times be kept free of any/ all encumbrances and liabilities arising at any point of time, on this.
- 8) Only owners / authorized persons, should apply as IIIT Sonapat shall NOT pay any brokerage etc for this purpose.
- 9) Canvassing / influencing the Institute officials in any manner, shall lead to summary rejection of the EOI.
- 10) Queries, if any, shall be entertained ONLY by email to sonepatiit@gmail.com
- 11) EOI received after the due date and time shall be summarily rejected.
- 12) In case of any dispute, the Leasee shall make a request to the Director for appointment of a Committee to be constituted to resolve the dispute amicably. Failing resolution of the dispute, on request of the Leasee, the Director shall appoint Sole Arbitrator for adjudication of the dispute. The requirements of the Arbitration and Conciliation Act, 1996 (26 of 1996) and any further statutory modifications or re-enactment thereof and the rules made there under and for the time being in force shall be applicable.
- 13) Documentary proof of ownership of building(s), approved map of the building, payment of all taxes, duties, dues, telephone, water, electricity charges etc. must be submitted along with this EOI document.
- 14) Providing Electrical connection, with sufficient load capacity to meet the said requirements, shall be that of the bidder.
- 15) The Selected party shall be required to sign a lease agreement containing detailed terms & conditions with IIIT Sonapat, in accordance with the provisions of the law applicable. The Agreement shall be signed for a period of eleven months, initially and extendable for further periods on mutually agreeable terms.
- 16) The Institute reserves the right to consider/ reject any such proposal without assigning any reason.
- 17) Conditional EOI shall not be entertained by the Institute.
- 18) The owner should be ready to accept the lease rent as may be assessed as fair rent/ market rent by the Central PWD of the Central Government in the case of unavailability of the CPWD then assessment by an approved valuer / applicable circle rates basis would be carried out which shall form the basis of rent.
- 19) While deciding upon the final premises, Institute may take into consideration such other parameters and factors which may not be described here, BUT felt necessary by the Institute for a safe, clean, modern and hygienic inhabitation, befitting the status expected of an Institution of national importance.

A - Commencement & Termination

- 1) The agreement for hiring of the said premises shall come into force immediately after it being executed/ mutually agreed upon date and shall remain in force for the period

mutually agreed upon.

- 2) The agreement may be terminated by giving three months advance notice, by either sides. In case, however, if the notice for vacation of premises is given by the owner, then the Director, IIIT Sonapat shall be empowered to retain the premises till the end of the nearest academic session, or such other suitable period, till alternate arrangement is made by the Institute such that there is no academic loss of the enrolled students. However, during such notice period the premises shall remain in the possession of IIIT Sonapat, as would have happened in the manner and event no lease termination notice was served.

B - Indemnification

- 1) The party(ies) shall keep the IIIT Sonapat indemnified against all claims/ litigation in respect of the buildings so leased by IIIT Sonapat, whatsoever.
- 2) Any legal matter shall be subject to jurisdiction of courts at Kurukshetra only.

C - Terms of Payment

- 1) The LEASE rent charges shall be paid at the fixed rate at the end of each month or as per the lease agreement entered into with the party on the terms & conditions mutually agreed upon.
- 2) Advance payments shall not be ordinarily made unless specifically agreed upon or allowed by the Director, IIIT Sonapat.
- 3) The monthly payment of lease rent shall be subject to deduction of taxes, INCLUDING Income Tax, etc, as per GoI rules.
- 4) The IIIT Sonapat may, at anytime during the currency of the lease period make such structural alterations to the existing building such as partitions, office fixtures and fittings as may be easily removable.
- 5) Interested parties should return the complete expression of interest document, including **Annexure-I** , duly filled in and ink signed at the bottom of each page by the Authorized signatory and stamped, in token of having accepted the terms and conditions.

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SONEPAT**Format – cum - Checklist**
FOR Leasing out of Premises to IIIT Sonapat

S.No.	Item	Remarks	PI. Check compliance and document attachment status
1	Full Particulars of the Legal Owner of the premises i) Name ii) Address(es) iii) Telephone Numbers a. Business b. Residential c. Cell Phone Number d. E-Mail Address		
2	Full particulars of person(s) offering the premises on rent/lease and submitting the EOI (i) (ii) (iii) (iv)		
3	Status of the applicant with regard to the accommodation offered for hiring (enclose Document in support, if the applicant is other than the Owner) Individual/Company/HUF/Others	PI. Attach Documentary evidence in support of being a Company/ HUF/Others	
4	Address of the Premises		
5	a) Distance from the nearest Main District Road / Highway b) Distance from ITFT Rajiv Gandhi Education City, Sonapat main gate		
6	Academic & Administrative Space Spec: a) No of Class Rooms Available (with Size in sq. ft.) b) No of Rooms available for administrative Officers (with size in sq. ft.) c) No of Laboratory Halls available (with sizes in sq. ft.) d) Are all the class rooms furnished &		

	<p>ready to use? (Yes / No)</p> <p>e) Are all the administrative Rooms suitably furnished / (Yes / No)</p> <p>f) How many working Computers are available ? Model Nos.</p>		
7	<p><i>In case of Premises for Girls Hostel :</i></p> <p>1) Total Area offered for Lease</p> <p>2) No. of Rooms available Single Occupancy Double Occupancy Triple Occupancy Rooms with attached Toilets</p> <p>3) Dining Room Facility- Y/N, Size?</p> <p>4) Total Carpet Area (in Sq. ft)</p> <p>5) Distance from Academic Block?</p>	Pl. Attach a Certified Layout Plan	
	<p><i>In case of Premises for Boys Hostel:</i></p> <p>1) Total Area offered for Lease</p> <p>2) No. of Rooms available Single Occupancy Double Occupancy Triple Occupancy Rooms with attached Toilets</p> <p>3) Dining Room Facility - Y/N, Size?</p> <p>4) Total Carpet Area (in Sq. ft)?</p> <p>5) Distance from Academic Block?</p>		
8	<p>Availability status of adequate power DG Set? Yes / No,</p> <p>a) If yes, then how much KVA?</p> <p>b) Numbers of DG Sets</p>		
9	<p>Availability Status of Dining Facilities</p> <p>a) Size?</p> <p>b) Furnished or not?</p> <p>c) Water Filter?</p> <p>d) Water Coolers?</p> <p>e) Wash Basins?</p>		
10	<p>Availability Status of Library Facilities?</p> <p>a) Size in sq. ft.?</p> <p>b) Furnished or not?</p> <p>c) Drinking Water Facility?</p>		
11	<p>Availability status of Playground?</p> <p>a) Size?</p> <p>b) No of Grounds?</p> <p>c) Indoor Games Facilities?</p> <p>d) Drinking Water?</p>		
12	<p>Complete details of the Premises viz.,</p> <p>i) Companies Postal Address</p> <p>ii) Location</p> <p>iii) No. of Floor</p>	Pl. Attach as <i>Ann.</i>	
13	<p>Are there any items or special services intended to be provided on extra payment of additional charges. If so, please indicate each such service/intended to be provided together with details of such charges separately against each service</p>	Pl. Attach as <i>Ann.</i>	

14	Particulars of completion certificate, Year of construction, age of the building etc. Enclose attested/self certified copy of completion certificate issued by Competent Authority. Whether accommodation offered for rent is free from litigation including disputes in regard to ownership, pending taxes, due or like (Enclose copy of Affidavit from owner or Power of Attorney holder)		
15	a) Availability status of 2 BHK / 3 BHK Housing Facility for Faculty / Officers on Campus? Yes or No, If Yes then Number, size etc details be provided. b) Distance of such housing facility from Academic Block?		
16	Availability Status of Canteen premises on Campus? If Yes, then Size etc.		
17	Facilities for vehicle parking (mention details)	Yes / No	
18	Whether Lease rent as assessed by the Institute appointed valuer/ circle rates & negotiation shall be acceptable?	Yes / No	
19	List of Special kinds of Taxes etc that are desired to be paid by the Institute in addition to the lease rent	Pl. Attach as Ann.	

Signatures with date of the Authorized Person:.....

Full Contact Details of the Person to be contacted for clarifications etc.:

Name and Address of the Signatory:.....

Date:.....

Place:.....