

## **Invitation of EoI**

EoI Reference No.: DSDE/Projects/ EoI/2025-26/001

Date: 05/06/2025

### **Invitation for Expression Of Interest for hiring of premises for temporary shifting of Govt. ITI Margao from Borda to other location in Margao**

Issued By:-

Directorate of Skill Development & Entrepreneurship

3<sup>rd</sup> Floor, Shram Shakti Bhavan,

Patto, Panaji-Goa.

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## **1. Introduction**

The Directorate of Skill Development & Entrepreneurship is set up to fulfill the growing need for skilled manpower across sectors and narrow the existing gap between the demand and supply of skills by ensuring a steady flow of skilled personnel and to reduce unemployment amongst the educated youth by equipping them with required skills, education and discipline for suitable industrial employment as well as self-employment.

Industrial Training Institutes (ITIs) have been set up under the Craftsmen Training Scheme in Goa with an objective to enable a large number of Goan youth to take up industry-relevant skill training that will help them in securing a better livelihood

These Institutes are affiliated to National Council for Vocational Training (NCVT), through the Directorate General of Training (DGT), Government of India, in the Ministry of Skill Development and Entrepreneurship (MSDE), New Delhi. They impart training in engineering and non-engineering trades.

## **2. Project Description**

Directorate of Skill Development & Entrepreneurship, Shramashakti Bhavan, Patto, Panaji-Goa invites Expression of Interest through e-tendering mode for leasing premises to temporarily shift of Margao Government ITI from Borda to this location in Margao having approximately 1500 sq.mts ( $\pm$  60 sq.mts) carpet preferably at Margao. The premises should be preferably located on main road and on ground floor or preferably with lift in case of first or higher floor and having sufficient parking space, complete with all the necessary permission & certifications from the concerned local authorities. The property must be free from encumbrances and provision of urban/rural land ceiling act. The owner must have a clear marketable title of the same, with guaranteed possession and permanent water/electricity connection. The details of requirement of commercial space and the schedule of issuance and receipts of filled in application form etc. are tabularized for easy comprehension followed by details as under. The premises should be easily accessible by local transport.

## **3. Invitation for EOI**

Directorate of Skill Development & Entrepreneurship, Government of Goa (DSDE, Goa) invites Expression of Interest for **“Hiring of premises for temporary shifting of Margao Govt. ITI from Borda to other location in Margao”** for the period of 3 years, extendable further as per mutual consent.

Respondents are advised to study this EoI document carefully before submitting their proposals. Submission of a proposal shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

To view- Tender Notice, Detailed Time Schedule, Tender Document for this Tender and subsequently purchase the Tender Document and its supporting documents, kindly visit following e-Tendering website of Government of Goa: <https://eprocure.goa.gov.in>

If any assistance is required regarding e-Tendering (registration/upload/download) please contact e-procure help desk on following numbers: 9834889836, 7972854213, 7822039673, 7972871944, [e-tender.goa@gov.in](mailto:e-tender.goa@gov.in)

The tender document is uploaded / released on Government of Goa, e-tendering website <https://eprocure.goa.gov.in>. Tender document and supporting documents have to be purchased on-line and downloaded from following link of Directorate of Skill Development & Entrepreneurship on e-Tendering website of Government of Goa, <https://eprocure.goa.gov.in> by making online payments for Tender document and tender processing fee.

***Mode of Payment towards Tender Document Fee(TDF), e-Tender Processing Fee(TPF) & Earnest Money Deposit(EMD) to be paid online through e-Payment mode via : (i) National Electronic Fund Transfer (NEFT) / Real-Time Gross Settlement (RTGS). Tenderer requires download pre-printed Challan towards credit of ITG available on e-tender website and make its payment through any of their Bank (ii). Net Banking: Payment can be made through the Internet Banking of Any Bank. Any Payments made through NEFT/RTGS will take 24 hours for its reconciliation. Hence the payments through NEFT/RTGS should be made at least TWO BANK WORKING DAYS in advance before any due date and upload the scanned copy of challans in the e-Tender website as a token of payment.***

Respondents or authorized signatory of the Respondents shall submit their proposal online in electronic formats for qualification. However, EoI Document Fees, and Earnest Money Deposit (EMD) shall be paid as per the details provided in the EoI. DSDE shall not be responsible for delay in online submission by Respondent due to any reason. For this, Respondents are requested to upload the complete EoI proposal well in advance to avoid issues like slow speed, choking of website due to heavy load or any other unforeseen problems.

#### **4. TENDER SCHEDULE & IMPORTANT DATES**

**Please Note:** All bid related activities (Process) like Tender Document Download, Bid Preparation, bid submission and submission of other documents will be governed by the time schedule given under Key Dates below:

Activity	Time Schedule
Online submission of Tender Document	05/06/2025 to 27/06/2025 up to 15:00 hrs
Pre-bid meeting	16/06/2025 at 12:00 hrs
Online opening of Technical bid	30/06/2025 at 12:00 hrs
Online opening of Financial bid	Will be communicated later

## **5. Scope of Work**

### **Overview**

This EoI is for hiring of premises for temporary shifting of Margao Govt. ITI from Borda to other location within Margao.

### **General Requirement**

The premises should be in Margao only.

The premises should be at a location where it is possible to go by public transport like bus.

The premises should be approximately admeasuring 1500 Sq. Mt. ( $\pm$  60 sq.mts) and having 12 classrooms (each having minimum 30 Sq. Mt. area) and 10 workshops (each having minimum 100 Sq. Mt. area) and four rooms for administrative office.

There will be an annual increase of 5% in rent every year.

The respondent should provide tiling, install dry wall partitions, and complete the internal painting of the dry walls. These fitments shall be completed within 30 days after execution of lease deed.

The respondent should provide and maintain the generator set.

The respondent should provide 3-phase 40 KVA electric connections.

Premises should be electrified with required Electrical points/ Plugs fittings.

Dedicated lift provision will be preferred, if provided by respondent.

The premises which are not as per the location indicated would not be considered.

It shall be the sole responsibility of the respondent to obtain all the statutory approvals and permissions for the use of the said premises for the intended use.

The Commercial Terms and Conditions for Lease Agreement shall be clearly mentioned by the Lessor, for e.g.:

- 1) **The monthly rent for the said premises may be quoted exclusive of GST.**
- 2) The minimum fixed period of the lease may be quoted.
- 3) If the lease tenure can be extended (If yes, what is the duration).
- 4) Whether or not the lease duration begins from the date of execution of lease deed.

## **6. SUBMISSION OF BIDS**

Both the Bids (Technical and Financial) shall have to be submitted online **only**. Bids not submitted online will not be entertained.

Bids along with necessary online payments must be submitted through e-Procurement portal (<https://eprocure.goa.gov.in>) before the date and time specified in the NIT/EOI. The Department/Tendering Authority doesn't take any responsibility for the delay / Non Submission of Tender / Non Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason."The bidders should ensure that all the required documents as mentioned in the tender document are submitted/ uploaded along with the bid and in the prescribed format only. The bidder shall upload the scanned copies of all the relevant certificates, documents etc. in support of their eligibility criteria/technical bids and other certificate/documents in the e-Procurement website (<https://eprocure.goa.gov.in>).

This will be bidder's sole responsibility to ensure that all required documents have been uploaded and all uploaded documents, when downloaded must be legible/readable failing which their bid will be rejected. Hence it is advised that all the documents should be properly scanned and uploaded.

The bidder shall digitally sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity. The bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has given as a standard BoQ format with tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured

(unprotected) cells with their respective financial quotes and other details (Such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

## **7. GENERAL ELIGIBILITY CONDITIONS :-**

### **1). Facilities required to be provided by the Owner/Lessor –**

- a) The premises should be approximately admeasuring 1500 Sq. Mt. ( $\pm$  60 sq.mts) and having minimum 12 classrooms (each having minimum 30 Sq. Mt. area) and 10 workshops (each having minimum 100 Sq. Mt. area) and four rooms for administrative office.
- b) Building/Property should preferably be located on main road and on ground floor or having lift in case of first or higher floor. The premises should be easily accessible by local transport.
- c) The building should be fit for ITI use.
- d) Easy accessibility- The approach road of building should be at least 20 ft. wide.
- e) The premises should have electrical fixtures such as switches, power phase 15 Amp, proper earthing provisions for computers, A.C. Split/Window A.C. etc.
- f) There should be a provision of overhead tank for sufficient/24 hour water supply.
- g) The building should have sufficient toilet facilities separately for ladies (Min. 2 Nos.) and gents (Min. 2 Nos.) and should be preferably having toilets for physically handicapped also.
- h) All mandatory clearances required should be available for the building and should not be disputed.
- i) If the premise is on the first or higher floor then provision of lift with the AMC will be preferred.
- j) The owner of the property shall arrange 3 phase power supply and earthing of following parameters:
  - Phase to Neutral – 220 V -240 V
  - Phase to earth – 220 V -240 V
  - Neutral to earth below 2 volts
- K) Premises should have free parking space for staff, students and visitors..
- l) The monthly rent quoted (per sq. mts.) should include charges/taxes as applicable at the time of commencement of lease and nothing beyond the quoted rent mentioned in the bid shall be paid by DSDE.

m) The successful bidder shall provide the building in ready condition as per requirements given above within one month of acceptance of the bid.

2). After screening of the technical bids with respect to General Eligibility conditions, shortlisted landlords will be informed by DSDE for arranging site inspection of the offered premises. **After site inspection, the price bids of only technically qualified bidders shall be opened. The date, time and venue of opening of price bid will be intimated separately.**

3). The owner/landlord will have to construct partitions required for ITI and make modification/alterations in the premises if so desired by the DSDE at their own cost before handing over possession to DSDE. Permission/approval required if any regarding additions/alterations/modifications of the premises shall be obtained by the owner/landlord at their own cost from the concerned local authorities.

4). The owner shall provide a separate electric meter and separate water meter at their own cost before handing over possession to DSDE. These connections should be in the name of the owner/landlord and all the dues have to be cleared before handing over the premises to DSDE. The consumption charges of water supply and electricity shall be paid by DSDE from the date of occupation of the Building by DSDE as per the respective Meter Reading.

5). If additional electric power load is required by DSDE later on (i.e. after taking over possession with electric load of required capacity) within the lease period, the same shall be arranged by the owner/landlord such as alteration of wiring at DSDE's cost and electricity department charges, security deposit and other charges will have to be borne by land owner.

6). Lease agreement will be executed to the entire satisfaction of DSDE. The registration charges, required stamp duty for registration of lease deed will be borne by the owner/landlord only.

7). DSDE shall have the right to carry out any additional necessary alteration/modification or make such structure or other changes to/in the premises as may be required by it for the purpose of its work, provided that the DSDE shall not make any permanent structural alternations incapable of being reversed or which would render incapable the restoration of the premises to its original positions without the consent in writing of the owner/landlord(s) but such consent shall not be unreasonably withheld in the case of such alteration as shall be necessary or required by DSDE for the purpose of better amenities and carrying on its working effectively. However, the DSDE shall have all rights to make temporary alteration in the leased premises and to erect temporary partitions, cabins, counters etc. to carry out its working effectively.



8). During the period of the lease / rental agreement, the owner / landlord shall not transfer mortgage, sell or otherwise create any interest in the accommodation leased to the DSDE with any party affecting DSDE's right of occupation and any of the terms of the lease without written consent of DSDE.

9). Whenever necessary, the owner/landlord(s) will carry out necessary repairs of the building from time to time within reasonable period and in the event of failure or neglect or default on the part of the owner/landlord to carry out or effect necessary repairs, it will be optional for DSDE either to terminate the lease or to retain the occupancy of the leased premises or part thereto or to make or effect or carry out the necessary repairs of the premises, after a due notice to the owner/landlord and to deduct the expenses incurred along with interest etc. from the rent which is payable to the owner/landlord. No rent will be payable for the period during which DSDE is deprived of the use of the leased premises or part thereof due to the failure, neglect or default of the owner/landlord to carry out the necessary repairs of the leased premises.

10). That if the landlord is desirous of making any addition to the building, it shall be ensured by landlord that no access/approach by whatever means is made from the leased portion or by encroaching upon the open spaces which have been made available for the exclusive use of DSDE.

11). If the leased premises at any time during the said terms or any extension thereof get damaged, destroyed or rendered uninhabitable by fire, earthquake, cyclone, tempest flood, violence of any army of mob or other irresistible force, then in such case it shall be optional with DSDE to determine the lease period or to retain occupancy of the leased premises, if the DSDE so desires without any diminution of rent hereby reserved and in such cases, DSDE is not liable to pay for any such damage or destruction caused to the building/premises or for any repair works also.

12). The DSDE shall have the right to terminate the lease prematurely or surrender whole of any part of the premises to the owner/landlord by giving two month notice in writing. The right to terminate the lease before the expiry of lease period will vest only with the DSDE.

13). The DSDE after the expiration of the said terms or extension thereof (if agreed mutually) will deliver possession of the leased premises to the owner/landlord in the nearly same condition as at the time of commencement of lease with normal wear & tear and damage by fire, earthquake, cyclone, tempest, flood, violence of any army or mob or other irresistible force. This condition shall not be construed to render the DSDE liable to do any repairs of any kind to the leased premises. The DSDE shall be at liberty to remove at any time or at the time

of vacating the premises, all furniture, fixtures and fittings etc installed in the premises and the owner/landlord shall not claim any compensation.

14). Any charges to be paid towards Municipality/ Panchayat tax and other charges to be paid by the landowner time to time.

15). Surrounding of the premises to be kept clean. There should not be any dust and garbage.

16). Electricity and water complaints should be attended immediately and rectified by owner within stipulated time.

## **8. Evaluation of Bid:**

Technical Evaluation Committee will evaluate Technical Bid first and only those bids which are Technically Qualified shall be considered for opening of Commercial Bid. The lowest bid (i.e. L-1) will be considered for placing work order.

## **9. Technical Bid**

Technical bid will be opened online through e-Tendering procedure, to verify its contents as per requirements, on the date specified in Tender document in presence of tenderer/s or their authorized Representative. Authorized Representative to produce letter of Authorization from the Company/Establishment during his presence.

Technical Evaluation of the bidders will be done on the basis of the Technical Bid submitted by them. The bidders should satisfy the following eligibility criteria to qualify for the Technical Evaluation. Proposals not meeting the eligibility criteria and failed to upload the supporting documents (legible) will be summarily rejected.

If the various documents contained in this Technical Bid do not meet the requirements, a note will be recorded accordingly by the tender opening authority and the said tenderer's commercial bid will not be considered for further action but the same will be recorded. Decision of the tender opening authority shall be final in this regard.

Technical Evaluation Committee will evaluate Technical Bid first and only those bids which are Technically Qualified shall be considered for opening of Commercial Bid after the site inspection by DSDE team as mentioned under para 7(2).

**Technical Bid evaluation shall be done on basis of Annexure-I, Annexure-II & Annexure-III (Page 12 to 19)**

**10. COMMERCIAL BID :**

All financial offers must be prepared and submitted online (An online form will be provided, during online bid preparation stage) and signed using individual's digital certificate.

The bidder should not quote his offer anywhere directly or indirectly in Technical bidding failing which the Commercial bid shall not be opened and his tender shall stand rejected.

The tenderers qualifying technically and accepted by DSDE team after site inspection are only eligible for opening of commercial bid. The commercial bid will be opened in the presence of tenderer or their authorised representative at a date which will be notified later. **Authorized Representative to produce letter of Authorization from the Company/Establishment during his presence.** This bid shall be opened online through e-Tendering procedure only. The commercial bids shall not be opened till the completion of evaluation of technical bids by the Technical Bid Evaluation Committee. Commercial Bids of only technically qualified Bidders will be opened.

**11. PERFORMANCE GUARANTEE :-**

**Performance Guarantee / Security Deposit equivalent to 3% of the annual rent payable (inclusive of GST) to be submitted within 15 days of the date of work order by way of Bank Guarantee/FDR in favour of the Directorate of Skill Development & Entrepreneurship, payable at Panaji – Goa, valid till a period of 60 days beyond the date of expiry of three years of lease, extendable further commensurate to extended period.**

Place : Panaji – Goa

-sd/-

Director,  
Directorate of Skill Development & Entrepreneurship  
Panaji-Goa

## **ANNEXURE I**

### **EXPRESSION OF INTEREST FORM**

Bidders Name & Address : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To,  
The Director,  
Directorate of Skill Development & Entrepreneurship,  
Shramashakti Bhavan, 3<sup>rd</sup> Floor,  
Patto, Panaji-Goa.

Sub:-Expression of Interest for hiring of premises for temporary shifting of Govt.  
ITI Margao from Borda to other location in Margao

### **TECHNICAL OFFER**

Sir,

At \_\_\_\_\_ (Write the name of building, location, H.No. where the Office premises is proposed to be given). This offer is with reference to the advertisement in the daily \_\_\_\_\_ for hiring of premises for temporary shifting of Margao Govt. ITI from Borda to other location in Margao. Building should be commercial purpose/Institutional use.

We understand that:

- a) All payments would made through ECS Transaction.
- b) The Carpet area of the premises shall be around 1500 Sq. mts. However this area is approximate and DSDE reserves the right to hire less or more areas as per need
- c) The premises should be located on main road.
- d) The premises should have ground floor compulsorily and may have additional floors if available
- e) Preference would be given to the suitability of location of the premises and availability of better basic amenities. Similarly, the premises in good locations and better FINISHES/MAINTENANCE FACILITIES of buildings would be preferred to others.
- f) Premises should be with attached toilet for gents and ladies separately with three (3) Phase Electrical connection and Water connection.
- g) Premises should be electrified with required Electrical points/ Plugs fittings.

- h) The owners of the short listed offers would be asked to give a certificate to the extent that the property could be given on lease for Office/Institute purpose legally.
- i) The advertisement released in this context will form part of the contract.
- j) Bidder shall agree for modification, if any, within the premises as per the requirement of the Department.
- k) By submitting this offer, the owner has permitted DSDE or their representatives, with prior appointment, to inspect the property offered as well as property documents and to carry out the measurement, Valuations thereof.
- l) Offer from reputed owners/ Private organization may be preferred. Documentary evidence to ownership will have to be furnished along with Technical Bid.
- m) The term and condition shall form part of the tender to be submitted by the tenders.
- n) All tenders are requested to submit the tender documents (TECHNICAL OFFER and FINANCIAL OFFER) duly filled in with all documents / and complete and correct information.
- o) The offer should remain at least for a period of 6 months to be reckoned from the last date of submission of offer i.e. \_\_\_\_\_.
- p) The Technical Bid will be opened at \_\_\_\_ am on \_\_\_\_ in the presence of tenders who choose to be present at the above Office.
- q) Conveyance of the property will be made in the name of Department as per usual practice in consultation and with the approval of the Law Department.
- r) **Certificate – We have carefully pursued the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by Directorate of Skill Development & Entrepreneurship, Shramashakti Bhavan, 3<sup>rd</sup> Floor, Patto, Panaji-Goa.**

Name:\_\_\_\_\_

Signature:\_\_\_\_\_

Date:\_\_\_\_\_

Cont

**The details of the premises are as under:**

SR.No.	Description	Compliance
1	Name of the Owner/ builder/ firm	
2	Name	
3	Address of the Owner	
4	Contact Details a) Telephone no. b) Mobile no. c) Fax no. d) Email address	
5	a) PAN No. of the owner/owners of commercial premises. b) GST No. (if applicable)	
6	Status of tender (whether proprietary/Partnership/Company)	
7	Physical Address of the premises offered	
8	Floor/Floors on which the premises offered is located	
9	Details of the building : a) Year of Construction b) Total number of floors c) No of rooms and internal dimensions thereof d) Any other details e) Nearby landmark	
10	Built up area of the premises offered in sq.mts. For the purpose of this Expression of interest Form, the built up area would mean the area as under:- a) The internal area within the external walls b) Area of the external walls will be considered c) Exclusive toilet area would be considered, if the toilet is inside the premises. d) No. of toilets e) Car parking area whether covered or open.	
11	Age/Condition of the Construction / Building ( Copy of Occupation Certificate and Completion Certificate to be enclosed)	
12	Old construction –Mention year of completion (As given in completion/ occupation Certificate)	
13	Under construction –Mention stage of Construction	
14	Time period required to complete the construction	

15	Date on which all the office space (including renovation if required) can be handed over to the Department after finalization of the deal.	Immediately or after..... days.
16	Specification of the construction / materials used Type of Foundation : Floor: Inter walls : External walls: Door/windows Electrical/Fans fittings: Whether RCC framed structure Or load bearing walls	
17	a) Area of the plot b) Covered area (Ground coverage) c) Open area	
18	Source of water supply of the building	
19	Any establishment easements regarding Right of way /passing for mains of water/ Electricity	
20	Details of locality	
21	Address and locality in which the property is situated	
22	Character type of locality (a) Residential (b) Commercial (c) Shopping Complex (d) Industrial	
23	Whether the locality has protection from adverse influence such as a) Encroachment b) Industrial Nuisance, Smoke etc.	
24	Locality's proximity to the following places in kms a) Main road b) Dy. Collector Office Margao c) Market Place d) Schools/College e) Hospitals f) Bank g) Bus Stand h) Aerodrome i) Post Office j) Railway Station	
25	Municipal approved plan to be enclosed/ provided on demand.	
26	Details of boundary and adjacent building	

27	Boundary of the property	
28	a)North b) East c) South d) West	
29	Common facilities provided a) Car Parking b) Scooter parking c) Power/Electricity Supply d) 24 hrs water/ overhead tanks e) lift and their nos. f) Proper Sanitary/ Sewerage systems g) other amenities if any	
30	Details of plans/blue prints/sanctioned plans	
31	If sanctioned, please enclose certified copies of the complete set of approved plans, together with site plan	
32	Structural stability Certificate from a structural Engineer would have to be enclosed /provided on demand.	
33	Latest Municipal tax receipt, if applicable	
34	Ownership proof (registry/allotment letter etc.)	
35	Clearance/ No Objection Certificates from all the relevant Central/State/Municipal authorities and fire department	
36	Rough Sketch/Layout Map (handmade/computer made) of the building with owner's signature	
37	Latest water supply bill receipts	
38	Sanctioned electricity load (Attach copy of latest paid Electricity Bill)	
39	Adhar card	
40	Other remarks if any :	
41	Certificate – We have carefully perused the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by DSDE	

**Selection Procedure:**

- a) The premises which are not as per the location indicated would not be considered.
- b) The premises will be short listed after evaluating the Technical Bid first and inspection of said premises by DSDE officer only and those bids which are Technically Qualified shall be considered for opening of Commercial Bid.



- c) The financial bids/ Offers would be opened from amongst the properties which are shortlisted and found to have met all the eligibility and qualification criteria set out in this Expression of Interest and the instructions in the advertisement.

**I/We further declare, confirm and undertake:**

- A. I/We declared that the owner has a clear right to give the premises on outright Purchase for office purpose ( commercial).
- B. I/We also declared that the property, if has a clear right to give the premises on Outright purchase.
- C. The draft of all documentation that may be finalized by DSDE and/ or its Lawyer shall be final and binding on me/us.
- D. I/we am / are aware that DSDE is not bound to accept any or all the Expression of interest forms and will not be required to give any reason for Rejecting any Expression of Interest form.
- E. Financial aspects/offers of the premises have been given by us in a separate "FINANCIAL OFFER". If our premises are shortlisted, then the financial proposal/ offer will be opened.
- F. The amenities to be provided by the owner/builder are as under:  
(i) \_\_\_\_\_  
(ii) \_\_\_\_\_  
(III) \_\_\_\_\_  
(IV) \_\_\_\_\_  
(V) \_\_\_\_\_
- G. My/ Our offer is open for inspection for a period up to date:\_\_\_\_\_
- H. I/ We hereby confirm that, all the terms and conditions specified in this Expression of Interest form are acceptable to me/ us. I / We further confirm that all the required details have been furnished in the appropriate blank spaces and if this Expression of Interest Form is incomplete in any respect on my / our part, then the same is liable to be rejected at the discretion of CONTROLLER.
- I. All the writing have been duly authenticated by signing beside such over writings.
- J. There are \_8\_ pages in the TECHNICAL OFFER and \_2\_ page in the FINANCIAL OFFER and I have signed on each page.

Name:\_\_\_\_\_

Signature:\_\_\_\_\_

Date:\_\_\_\_\_

## ANNEXURE-II

### **Checklist of Documents to be submitted, Mandatory**

“THE BID DOCUMENTS HAVE TO BE SUBMITTED IN THE FOLLOWING SEQUENCE”

Sr. No.	Documents	Submitted (Yes/No)
1	Tender documents duly signed & stamped	
2	Copy of PAN Card	
3	Complete address with valid E-mail/Contact Nos. (Attach valid proof regarding address)	
4	Copy of proof of identity i.e. Aadhaar Card/Voter Card/Passport or any other valid identity card issued by state or central Govt.	
5	Copy of ownership proof i.e. Registry/Jamabandi Nakal/Farad/Intkal or any other valid deed.	
6	Copy of Approved Building Plan or Rough Sketch/Layout Map (Handmade/computer made) of building signed by the owner	
7	Copy of latest Electricity Bill and paid receipt (Not more than three months earlier) with specification load/Self signed Undertaking reg. Load.	
8	Bank Account details (Required Cancelled cheque)	
9	Copy of clearance certificate/ NOC from all relevant central/state	
10	Certificate mentioning the building is not disputed.	
11	Annexure-I (Technical Bid) Offer for Accommodation	
12	Annexure-III (Undertaking) To be submitted along with Tender	
13	Annexure-IV (Financial Bid) to be submitted in separate sealed envelope	

### **ANNEXURE-III**

(Format of undertaking to be submitted along with Tender)

#### **UNDERTAKING**

- 1) I, the undersigned, hereby declare and affirm that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with all the terms and conditions.
- 2) I/We declare that information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/ fabricated document could lead to rejection of my e-tender at any stages besides liabilities towards prosecution under appropriate law.
- 3) That the rates quoted by me are valid and binding upon me for the entire period of contract.
- 4) We have also submitted the Processing Fees, Tender Document Fees and Earnest Money Deposit through e-payment mode as mentioned under para (3) of the EoI Documents.
- 5) That I/We authorize the Director, DSDE to forfeit the Earnest/Security money deposited by me/us, if any delay or failure to provide rented building to the satisfaction of the DSDE within the stipulated time.
- 6) I/We also declare that there is no Government/Municipal restrictions barring the letting of the proposed building on rent and I/We am/are the legal owner of the proposed building.
- 7) I have been informed that the Director, DSDE has the right to accept or reject any or all the tenders without assigning any reason thereof.
- 8) I/we hereby undertake that our party/firm is never debarred or blacklisted from any Govt./Autonomous/Private or any other organization.
- 9) I/We hereby undertake that there is not pending legal case or liability towards me/ us from any Authorities under any law/Act.
- 10) I/we will allow erection of Pole/Tower on the rooftop/premises for Internet connection for the computerization of the ITI and installation of equipments with necessary electricity fittings. All necessary permission shall be obtained by me on my cost.

Date:

Signature of the Tenderer with seal

## ANNEXURE IV

### FINANCIAL BID

#### EXPRESSION OF INTEREST FORM

Bidders Name & Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To,  
The Director,  
Directorate of Skill Development & Entrepreneurship,  
Shramashakti Bhavan, 3<sup>rd</sup> Floor,  
Patto, Panaji-Goa.

Sub:-Expression of Interest for hiring of premises for temporary shifting of Govt.  
ITI Margao from Borda to other location in Margao  
**(Excluding stamp duty and registration charges)**

#### FINANCIAL OFFER

Sir,

With reference to the Expression of interest \_\_\_\_\_  
I/We\_\_\_\_\_ Herby propose the following financial  
offer for your consideration:

Sr.No	Name of the Location/Site	Carpet area per sq.mt.
1.	Within area of Margao (close to Market and Bus stand or main road)(Please specify exact location here)	1500 sq.mts carpet area ( $\pm$ 60 sq.mts) (Please specify exact area here)

**Certificate- We have carefully perused the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by Department.**

#### **Terms & Conditions**

1. The offer is valid for 6 months from the date of opening of technical bids. During the validity period of the offer I/we, irrevocably undertake not to withdraw / modify the offer in terms of price and other terms and conditions.
2. **The rate quoted per sq.mts for carpet area** should be exclusive of all charges whatsoever. Income Tax/TDS will be deducted at the same prevailing rate. GST to be mentioned separately.
3. The period of lease should **be for 3 years** duration which can be extended as per mutual consent
5. The DSDE reserves the right to accept or reject any or all the offers without assigning any reason thereof.

4. The vendor whose offer is finalized should execute the conveyance deed simultaneously with possession of the property complete in all respects within the time frame informed by the Department.

Name:\_\_\_\_\_

Signature:\_\_\_\_\_

Date:\_\_\_\_\_

Place:\_\_\_\_\_

**PRICE STRUCTURE**

*Amount in Rs.*

Sr No	Item Description	Area offered in Sq.Mtr.	unit	Basic rate per sq.mtr	Total Amount