

Cost of tender form: Rs 1000/- (Nonrefundable)



Request For Proposal (RFP)
Empanelment of Vendors Firms/Agencies/ Building Owner/ Service Provider

To provide

Hostel Accommodation

For students (Boys) of SSR GSP, Bhopal

**Address: Hazrat, Nizamuddin Rd, Narela Shankari,
Sector B, Indrapuri, Bhopal, Madhya Pradesh 462022**

(2024-2025)

The tender documents contain 09 pages

NOTICE INVITING Request For Proposal (RFP)

The Institute invites Online **Request for Proposal (RFP) for empanelment of vendors firm/agency/ building owner/ service provider to provide hostel accommodation for students for a period of one year extendable by one more year, located in and around 5 Km. SSR GSP on annual rental basis (per student).**

Table 1

1.	Tender No.	MPSDP/SSR GSP/EMPNL-Hostel/2024-25/08
2.	Type of Tender	Open Tender (Two Bid System)
3.	Description of Services	Empanelment to provide hostel accommodation to students of SSR GSP, Bhopal,
4.	Earnest Money Deposit (EMD)	Rs.25,000/- (Rupees Twenty-Five Thousand Only)
5.	Performance Bank Guarantee/ Security Deposit	The EMD will be deposited as Performance/Security deposit of the selected party/ parties.
6.	Last Date & Time for Seeking Clarification	Up to 29.10.2024 till 17:00 Hrs. by an email ssrgspdiretor.pd@gmail.com
7.	The tender publish date	25.10.2024 at 4:00 PM
8.	Closing Date & Time of Bid Submission (Technical and Financial Bid)	06.11.2024 up to 17:00 Hrs.
9.	Technical Bid Opening, Date & Time	07.11.2024 at 17:00 Hrs.
10.	Financial Bid Opening Date & Time	Bidder(s) would be informed by email/ phone
11.	Bid Validity	90 days from the due date of submission of bid
12.	Correspondence Address	Sant Shiromani Ravidas: Hazrat, Nizamuddin Rd, Narela Shankari, Sector B, Indrapuri, Bhopal, Madhya Pradesh 462022

**Chief Executive Officer
SSR Global Skills Park Bhopal
Government of Madhya Pradesh**

1. Bidding Process: -

- (a) The R F P documents can be downloaded from the <https://mptenders.gov.in>, or institute's website (i.e.. globalskillspark.in) can be obtained from 24.10.2024 by depositing cost of tender Rs. 1000 /- through online. All Corrigendum's/ Amendments/ Corrections, if any to this RFP will be published only on <https://mptenders.gov.in> OR the Institute website and the bidder(s) is / are advised to keep visiting the institute's website regularly for updates/ changes.
- (b) The RFP document should be prepared in two bid formats in prescribed as technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions and supporting documents. Financial bid should indicate only price.
 - (i) Technical bid should contain the filled-up application for pre-qualification prescribed as **Annexure- I** duly signed on each page by the authorized signatory of the bidder as a mark of acceptance of all conditions of the RFP documents.
 - (ii) Financial bid should contain service providers/ building owners/ agencies name and **annual rental on per student basis inclusive of all charges and taxes** to be quoted by the bidder.
 - (iii) The financial bid shall not include any conditions to it and any such **conditional financial proposal shall be rejected summarily**. The financial bid has to be submitted in the format as prescribed in RFP as financial bid **Annexure - II**.
 - (iv) Both the sealed envelopes technical and financial bid are to be put in a single envelope duly sealed and subscribed as **"Request for Proposal (RFP) for empanelment to provide hostel accommodation for SSR GSP Bhopal. Students"**.
- (c) The bidders may seek detailed clarifications on technical and financial issues (if any) on the conditions of bidding document as per the schedule mentioned in Table 1.
- (d) The Institute expects the bidders to comply with the RFP specifications/ conditions, which shall be within due date. The bid not complying with the terms and conditions of the RFP document and offers indicating any exception/ deviation shall be liable to be rejected.
- (e) The bid must be dropped in the Tender Box at the Account office of SSR GSP Bhopal as per the timings mentioned in Table 1.
- (f) The bidder intending to send their offers by post may send the same under registered cover/ courier or by hand delivery so as to reach the designated place well before closing date and time. However, the Institute accepts no responsibility for offers received after the due time and date. Also, all envelopes should be marked in bold **"Request for Proposal (RFP) for empanelment to provide hostel accommodation for SSR GSP Trainee"**.
- (g) The bidder is expected to examine all instructions, forms, terms & specifications in the bidding documents. Failure to furnish all information required by the bidding documents will be at the bidder's risk. The bid not complying with RFP conditions and not conforming to RFP specifications will result in the rejection of its bid without seeking any clarifications.
- (h) No separate information shall be given to the individual bidders.
- (i) The RFP documents duly signed & stamped as a mark of your acceptance will be submitted with the technical bid.
- (j) No bid will be entertained by E-mail/ Fax
- (k) Bid will not be. Considered without Earnest Money (EMD) and RFP documents/tender from cost.
- (l) The EMD of the successful bidder will be returned to them without any interest after Submission of performance bank guarantee/ security deposit.
- (m) The bidder has to submit the performance bank guarantee (PBG)/ security deposit (SD) within 15 (Fifteen) days from the date of Letter of Intent (LOI)/ Agreement, else the EMD amount will be forfeited.

- (n) The earnest money of unsuccessful bidder will be returned to them without any interest within 30 (Thirty) days after awarding the offer.
- (o) The technical bid will be opened as per the timing mentioned in the Table-I, in presence of the bidders' representatives who wish to attend. In the event of any change intending, the same will be intimated to all.
- (p) The technical bid submitted by the bidder would be examined and their premises would be inspected by the expert committee constituted by the institute.
- (q) The financial bid will be opened only after the technical evaluation of bid and the financial bid of only those bidders will be opened whose premises have been found to comply with the technical requirements and essential features of the hostel.
- (r) The date of opening of financial bid will be intimated to only eligible and technically qualified (responsive) bidders. In the event of any change in the date of opening, the same will be intimated to all.
- (s) The Institute reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.
- (t) Incomplete/ Conditional bid will be rejected without consideration.
- (u) The Institute reserves the rights to cancel the RFP without any reason thereof.
- (v) In the event of any dispute or difference(s) between the Institute and the bidder arising out of non-compliance of RFP terms and conditions or any other cause whatsoever relating to the RFP shall be referred to the Director of the Institute, whose decision shall be final and binding on both the parties.
- (w) All disputes shall be subject to the Civil Court Jurisdiction of Bhopal MP Only.
- (x) Any form of canvassing/ influencing will lead to rejection of bid submitted by the bidder and the Institute reserves the right to take such penal action (e.g. blacklisting the bidder for the present and future etc.) as it deems fit.

(2) Pre- Qualification/ Eligibility Criteria: -

- (a) The building should have adequate space for common offices for staff/ wardens/ official meetings.
- (b) The total capacity to accommodate around 20 Boys , More capacity of accommodation will also be acceptable.
- (c) The hostel design should accommodate **02/ 03 students per room (desirable)**
- (d) The accommodation should have well ventilated and airy rooms with habitable condition, hygienic environment, neat and clean.
- (e) The accommodation should have equipped facility for hot water.
- (f) Ample number of bathrooms and toilets in good condition and hygienic should be provided for residents.
- (g) The room should be filled with 1 Bed, 01 Study Table, 01 Chair, 01 Almirah Per Student with sufficient light/ LED light, and Fans.
- (h) Electricity and potable water, drinking water must be available round the clock and necessary standby arrangements would be available.
- (i) RO drinking water facilities at common places of building.
- (j) All the sanitary and water supply installations connections must have been provided in the facility.
- (k) Electrical installation and fittings like power plugs, switches, charging points etc must be provided.
- (l) Each room of the building should have curtain rods.
- (m) The building should have adequate space for kitchen and dining for students. The bidder has to provide adequate dining furniture. However, providing mess services is not a part of this RFP.
- (n) Building offered must be free from all encumbrances, claims and legal disputes etc.

3. General Terms & Conditions: -

- (a) The empanelment of building is for a period of One year and extendable to another 01 year basis.
- (b) The empanelment can be done with one or more bidders as per the selection criteria and at the sole discretion of the Institute.
- (c) Selected party shall be required to execute a lease agreement, containing detailed terms & conditions, with the Institute, in accordance with the provisions of the law applicable.
- (d) The Institute will not be liable to pay any charge for the normal wear and tear of fittings and fixtures installed in the building premises.
- (e) The Institute reserves the right to check and inspect the hostel premises on regular basis by the authorized officials in presence of Institute official. In case of any deficiency or deviation in services as mentioned in the RFP documents/ agreement may impose penalty on the service provider/ building owner for those deficient services. The penalty amount will be decided by the Institute and the decision will be binding on the service provider/ building owner.
- (f) **Chief Executive Officer, Sant Shiromani Ravidas Global skills Park (SSR GSP) Bhopal reserves right to terminate agreement without any reason at any time , giving notice of One month.**
- (g) If bidder want to quit the agreement, bidder has to give 06 (Six) month's prior notice clearing mentioning the reason of quitting the contract. However, during such notice period the, buildings/ accommodation along with all ongoing facilities shall remain in the possession of the Institute and building shall be vacated at the end of the academic semester i.e. June or September 2025.
- (h) Payment towards the monthly rental of the occupied rooms will be Assured by the SSRGSP Administration.
- (i) The Institute is not responsible if the student decides not to reside in the building, if he/ she is not satisfied with the services of the service provider.
- (j) Hostel provider will not charge any additional amount from inmates other than given in the agreement

5. Bidder's Bank Details:

a)	Name of the Bank	
b)	Name of the Branch	
c)	Branch Code	
d)	NEFT / RTGS (IFSC Code)	
e)	Type of Account	
f)	Account No.	

Please attach cancelled cheque.

(Chief Executive Officer)

Annexure - I
Application Form
EMPANELMENT of Building for Hostel Accommodation
(Attach extra sheet, if required)

S.No.	Requisite Information	Party's Response
1.	Name of the Service Provider(s) / Building owner(s) / Agencies	
2.	Full Postal Address of the Service Provider(s)/ Building owner(s)/ Agencies	
	Telephone/ Mobile No.	
	Email ID	
3.	PAN No. details	
4.	Legal Status of holding: 1. Building Proprietorship 2. Building Partnership 3. Building on Lease 4. Other, specify. (Attach the documentary proof)	
5.	Detail Location & Address of Building offered to be Hostel Premises. Please give GPS Coordinate.	
6.	Total room & seats offered for rent:	
7.	Distance of offered Hostel Premises from the institute's Campus	
8.		
9.	If Building is as Hostel, attached valid license.	
10.	Availability of Furniture	
11.		
12.	Have Valid Electric Power in offered Building?	

13.	Attach the Following documents: 1. Ownership Documents/Lease documents. 2. Building approved Drawings 3. Structure Certificate 4. Fire Safety Clearance Certificate 5. No. of Fire Extinguishers installed 6. Sanctioned Load from respective Authorities	
14.	Agreed to provide all amenities as per RFP document?	
15.	Agreed to sign agreement for a period of one year which may be extended for further period in block of another one year.	
16.	Agreed to deposit performance bank guarantee / security deposit as specified?	
17.	Whether agrees to abide by the terms and Conditions of the RFP document? In the event of award of the contract?	
18.	Payment terms agreed as specified in RFP Documents.	

This is to certify that all the information stated above is true and correct to the best of my/ our knowledge. I/ We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application/ contract and that the Institute reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory)

Name of Signatory:

Seal

Date:

Place:

Annexure – II

Financial Bid

S.No.	Description of Charges	Amount (Rs)
I.	Monthly Rental Charges Per Student (Inclusive GST, Electricity and water charges)	In Figures Rs In Words Rs

RFP No.: MPSDP/SSR GSP/EMPNL-Hostel/2024-25/03

(Empanelment of Building for Hostel Accommodation)

(Signature of the authorized Signatory)

Name of Signatory:

Seal:

Date:

Place: