



CIN NO. L51909DL1963GOI004033
DELHI REGIONAL OFFICE
F8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
New Delhi – 110055, Tel: 011-47136149

TENDER NO. MMTC/DRO/SHOWROOM/2015-16 Dated : 08-04-2016

MMTC LIMITED, (A GOVERNMENT OF INDIA ENTERPRISE) , REQUIRES BUILT UP SPACE OF APPROX. 500 to 1000 SQ. FEET (carpet area) ON PURCHASE/RENT FOR OPENING JEWELLERY SHOWROOMS IN UPMARKET/PRIME MARKET AREAS OR SHOPPING MALLS ACROSS NCR.

Offers are invited from interested owner/s having clear title over the property for selling/renting out built up space on **Ground or upper ground floor** with all the basic amenities and necessary permission from concerned authorities for the above purpose. The Offer super scribed as, **Offer for sale/rent in North/West Delhi e.g. Rohini, Pitampura, Dwarka, Punjabi Bagh etc., East Delhi, South Delhi/NOIDA/GURGAON/NCR** as the case may be, and shall be submitted in two different covers – one covering the Technical Bid and the other covering the Financial Bid. Both the covers, Technical & Financial bid duly sealed should put in to another cover and that cover must be super scribed on it the tender no. MMTC/DRO/SHOWROOM/2015-16 and drop in the tender box available in the Office of Deputy General Manager (Retail), MMTC, Delhi Regional Office (DRO) at F8 to F11, Jhandewalan Flatted Factories Complex, Rani Jhansi Road, Jhandewalan, New Delhi-110055. The offer should accompany EMD of Rs. 25,000/- drawn in favour of MMTC Limited payable at New Delhi.

Important Dates

Tender Date – 08-04-2016 (1600 hrs)
Bid Submission – On or Before 2nd May, 2016 (1500 hrs).
Bid Opening - 2nd May, 2016 (1530 hrs).

DEPUTY GENERAL MANAGER (RETAIL)

ON LETTER HEAD

FORMAT FOR TECHNICAL BID (SALE/LEASE)

TENDER NO. MMTC/DRO/SHOWROOM/2015-16

From :

Name:_____

Address_____

Contact No:_____

To

**The Deputy General Manager (Retail),
MMTC Limited**

Delhi Regional Office: Delhi.

F-8 to F-11, Flatted Factory Complex,

Rani Jhansi Road, Jhandewalan,

New Delhi- 110055.

01	Location of the premises (Mention ward no Extension etc & full address)	
02	Age of the premises & quality of construction (mention whether I Class RCC or tiled roof etc)	
03	Total carpet area of the premises (Carpet area shall be calculated as per the note below) (mention whether ground floor, upper ground floor)	
04	Whether adequate frontage for parking available (For how many cars)	
05	Whether premises has independent and proper access for easy movement of staff, customers and MMTC assets	
06	Whether titles of the property are clear and offerer is real owner or power of attorney holder (Enclose all relevant documents)	
07	Whether premises is constructed as per approved plan of statutory authorities and permitted to be used for commercial purposes. (Enclose documents)	
08	Whether independent water and electricity connection available	
09	Whether MMTC can engage its own Security Guards to guard the showroom.	
10	What floor is the property located at?	Ground Floor or Upper Ground Floor
11	EMD Details:	
12	Any other information	

Note: The carpet area shall be covered floor area excluding the following portions

- a) Sanitary accommodation
- b) Open verandas, corridors and passages
- c) Kitchen & pantries
- d) Staircase & mezzanine
- e) Space occupied by pillars, columns and thickness of walls.

NAME & SIGNATURE OF THE OFFERER

The offerer shall be the owner of the premises only.

Contact Nos. Tel _____ Mob. _____

(This format shall be sent in a separate cover super scribed **“TECHNICAL BID –FOR Sale/Lease.”**)

ON LETTER HEAD

FORMAT FOR FINANCIAL BID (SALE/LEASE)

TENDER NO. MMTC/DRO/SHOWROOM/2015-16

From :

Name:_____

Address_____

Contact No:_____

To

**The Deputy General Manager (Retail),
MMTC Limited**

Delhi Regional Office: Delhi.

F8 to F11, Flatted Factory Complex,

Rani Jhansi Road, Jhandewalan,

New Delhi - 110055.

1	Area Offered:	_____Sq. Ft.
2	Outright Sale Price (All inclusive):	Rate_____per Sq. Ft.
3	Rent (All inclusive):	Monthly Rent Rs._____ Advance____months (if required)
4	Lease period	
5	Taxes (All taxes shall be to owner's account)	
6	Maintenance (All maintenance charges shall be to owner's accounts)	

(SIGNATURE OF THE OFFERER)

The offerer shall be the owner of the premises only.

Contact Nos. Tel _____ Mob._____

(This format shall be sent in a separate cover super scribed "FINANCIAL BID")

Terms and conditions

1. Tenders must accompany an EMD amount of Rs. 25,000.00 (Twenty Five Thousand Only) through DD favoring MMTC Ltd. payable at New Delhi, for each location. Unsuccessful tenderers shall be refunded the EMD amount after finalization of the tender process or location visits whichever occurs earlier.
2. Offers received from Brokers and incomplete offers will not be entertained.
3. Offers submitted shall remain valid for a period of 90 days from the date of tender opening.
4. Contact No. & Details of only legal owners / legal power of attorney holders to be furnished, wrong details or details other than the legal owner/ legal power of attorney holder shall summarily cancel the tender and forfeit the EMD amount.
5. Tenders received from locations other than specified above shall be rejected at the time of opening the technical bid.
6. Permission for any addition or alteration of the built up space offered, to convert it in to a Gold jewellery showroom, if required, from any authority shall be the responsibility of the Owner at his all cost and risk.
7. Facilities of electricity supply connection & water supply connection up to the built-up space shall be to the owner's account however, its consumption charges shall be paid by MMTC as per the actual bills received from the concerned departments.
8. Any penalty imposed on the owner by any authority at any stage during the lease period or at time of sale because of the wrong / illegal construction, property tax or any other statutory tax evasion on the part of the property or owner shall be to the owners account. Any disruption in showroom operations due to this shall make the owner liable to pay losses to the MMTC occurred due to the above act of the owner.
9. Built up space offered must have the approval of the appropriate authority for commercial usage.
10. All the statutory payments / taxes related to the property of arrears, if any, shall be to the owners account and MMTC shall not be liable for any such payment at any stage.
11. MMTC shall pay all-inclusive rent or sale price only to the owner through e-payment.
12. Lease / sale agreement to be signed by the legal owner.
13. EMD must be submitted with technical bid.
14. MMTC reserves the right to reject any or all the offers without assigning any reason thereof.