EXPRESSION OF INTEREST (EOI) FOR TAKING SPACE ON LEASE IN HLL
PREMISES AT PALLIKARANAI CHENNAI TAMILNADU

HLL Lifecare Ltd A Government of India Enterprises under the Ministry Of Health and Family Welfare. HLL intended to lease first floor of the newly constructed Central Marketing office at Pallikaranai Chennai. Sealed Expression of Interest (EOI) invited for taking the space on lease from Central /State Public Sector Establishments , Banks, Central Government Offices / State Government Undertakings / Quasi Government, Public Limited and Private Ltd companies of repute. The premises is offered by HLL only for office purpose and not for commercial establishment.

The terms and conditions for taking space on lease in HLL premises are as
follows :-

1. Locations and space offered for lease enclosed (Annexure - A). Interested parties can visit the premises on any working day between 9.30am to 5.00pm till 14/12/2017
2. Parties desirous of taking the space for lease are requested offer the unit price per square feet per month, in the price scheduled provided as ( Annexure B). All price quote shall be exclusive of GST and any other taxes. Rates quoted shall be both in figures and the words in rupees. If there is discrepancy between words and figures, the rate in words shall prevail.
3. Bidders shall furnish the relevant details in Bid data sheet enclosed as (Annexure-C)
4. The envelope shall be addressed to the HLL at the following address :

The Dy General Manager

HLL LIFECARE LTD,

HLL BHAWAN

No 26/4, Velachery Taramanai Road,

Pallikaranai

Chennai – 600 100

The envelope shall bear " EOI for taking space on lease in HLL premises" of Pallikaranai, Chennai Location.

1. To assist in the examination, evaluation and comparison of EOI, the HLL may, at its discretion ask the party to seek additional information or clarification.
2. HLL may waive any minor infirmity or non-conformity or irregularity which
does not constitute a deviation, provided such waiver does not prejudice or affect the relative ranking of EOI.
3. The evaluation and comparison of EOI shall be based on rentals offered in the price schedule enclosed as Annexure - B.
4. HLL shall consider award of lease only to those whose offers have been found commercially acceptable and evaluated as most suitable by HLL.
5. HLL reserves the right to accept or reject any or all EOI, at any time prior to
award of lease without assigning any reason whatsoever and without there by incurring any liability to the effected party.
6. HLL reserves the right to fix Reserve Price for the lease rent, annual increase
7. The lease shall be for a period of Five (5) years.
8. The successful bidder shall provide security deposit equivalent to rent for twelve (12) months in the form of bank guarantee/DD
9. Common amenity will be charged extra for Water, Lift, Security, Drainage/Sewage Treatment
10. The lease is subject to local authority bye-laws. The permissions if any have to be taken by selected party bidder for occupying the premises and carrying out business .
11. Separate electrical connection is provided for the leased floor Security arrangement will be the responsibility of the bidder.
12. HLL reserves the right to cancel the lease at any time by giving a notice of 90 days.
13. HLL may at any time terminate the contract by giving written notice to the bidder if it becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect anyright of action or remedy which has accrued or will accrue thereafter to the HLL.
14. In case of any question, dispute or difference arising under this agreement or in connection there-with, the same shall be referred to the Sole Arbitrator appointed by competent authority of HLL.
15. Place of jurisdiction governing any matter arising form and / or with the EoL will be Chennai
16. Interior work, furnishing carried out should not affect/Change the existing structural of the premises. No modification of the exterior of the leased are willing be permitted. Sign board, fixture etc in the premises would be with the prior approval of HLL
17. The Lease Deed shall be executed on Non-Judicial Stamp Paper of necessary value. The cost of stamp paper has to be borne by the bidder.
18. Validity of the offer will be for 60 days.

ANNEXURE-A

LIST OF LOCATION HLL OFFERING ON LEASE

|  |  |  |  |
| --- | --- | --- | --- |
| Floor | Address | Super Build Area | **Carpet Area** |
| 1st Floor | HLL LIFECARE LTD, HLL BHAWANNo 26/4, Velachery Taramanai Road,PallikaranaiChennai - 600 100 | 5212 sq Feet | 4607.54 sq Feet |

ANNEXURE-B

PRICE SCHEDULE

To

The Dy General Manager (HR),

HLL LIFECARE LTD,

HLL BHAWAN,

No 26/4, Velachery Taramanai Road,

Pallikaranai

Chennai – 600 100

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Sir,

With reference to the Expression of Interest dated : ,

we, offer the following price(s) to take the premises of HLL on lease basis in accordance with the terms and conditions mentioned in the above EOI.

|  |  |
| --- | --- |
| Description of space | Rate per Sq. Ft per month |
| HLL LIFECARE LTD,HLL BHAWANNo 26/4, Velachery Taramanai Road, Pallikaranai Chennai – 600 100 |  |

Yours faithfully,

Signature of the Authorized Signatory

Note :

* 1. Amount to be mentioned clearly in Indian form of International numerals
	2. No corrections/ alterations are permitted while mentioning the amount
	3. Amount to be written both in figures and words. If there is any difference

 between figures and words, the words will prevail.

ANNEXURE-C

**BID DATA SHETT**

Name & Address of the Bidder

Registered Office

Type of Organization

Nature of Business

CIN Number

PAN Number

GST Number

Copy of latest ITR

Name of Authorized Representative and contact details