

**INVITATION FOR  
EXPRESSION OF INTEREST  
FROM COMPETENT REAL ESTATE CONSULTANTS**

**FOR**

**LEASING/RENTING OF VACANT OFFICE SPACES IN  
NEW OFFICE BUILDINGS OF HLL AT VARIOUS  
LOCATIONS IN INDIA**



**PROJECTS DIVISION,  
HLL LIFECARE LIMITED**  
(A GOVT. OF INDIA ENTERPRISE)  
Corporate and Registered Office:  
HLL Bhavan, Poojappura,  
Thiruvananthapuram – 695012, Kerala, India  
Phone +91 471 2354949 / 2775500/ 2775588  
Web: [www.lifecarehll.com](http://www.lifecarehll.com)

**FEBRUARY 2019**

<b>TABLE OF CONTENTS</b>		
<b>Sl. No.</b>	<b>Title</b>	<b>Page no:</b>
I	Invitation for EOI	2
II	Instructions to Bidders	6
III	Details of proposed Office Spaces	7
IV	Scope of Work	9
V	Proposed Terms of Lease/Rental	10
VI	Acceptance Form	15
VII	Proposal Format for EOI	16
VIII	Drawings	17

**HLL LIFECARE LIMITED**

(A Government of India Enterprise)  
 Projects Division  
 Corporate Head Office, Poojappura.P.O,  
 Thiruvananthapuram – 695012,  
 Kerala, India  
 Phn: 0471- 2354949, 2775588

**INVITATION FOR EXPRESSION OF INTEREST (EOI)**

**IFB No : HLL/CHO/PROJ/HR/OS-LEASE/REC/2019**

**Date : 18-02-2019**

HLL Lifecare Limited (HLL), a Government of India Enterprise has set up state of the art Office buildings in various parts of India as part of its expansion and diversification plans. The parts of the Office buildings set up in prime locations in India is available for lease or rental on fixed term basis. For the leasing or rental of these vacant office spaces, Expression of Interest is invited from competent real estate consultants or agencies who are capable to do the following meeting requirements as per our tender.

Sl. No	Brief Description of Item/Work	Approx. Office Area Available (including parking space)	EMD
1	Invitation for Expression of Interest from competent real estate consultants or agencies for leasing or renting of vacant office spaces in new office buildings of HLL at various locations in India on fixed term basis as given below:		
a)	<b>New Office Block at Noida</b> (Address: HLL Lifecare Limited, B-14-A, Block-B, Industrial Area, Sector – 62, Noida - 201 301, Uttar Pradesh)	58600 Sq.Ft.	Rs 50,000/-
b)	<b>New Office Block at Chennai</b> (Address: HLL Lifecare Limited, HLL Bhavan, Plot No. 4, S No. 26/4, Velacherry - Thambaram Main Road, Behind Kamakshi Memorial Hospital, Pallikaranai, Chennai – 600 100, Tamil Nadu)	19410 Sq.Ft.	Rs 25,000/-
c)	<b>New Office Block at Thiruvananthapuram</b> (Address: HLL Lifecare Limited, Golden Jubilee Block, Corporate and Registered Office, HLL Bhavan, Poojappura, Thiruvananthapuram – 695 012, Kerala)	12000 Sq.Ft.	Rs 25,000/-
Note	1) HLL reserves the right to lease/rent out the facilities together or separately or in parts thereof. 2) Bidders can submit EOI for all the above Locations or any one or more Locations and same shall be clearly mentioned in their offer.		

2. The interested bidders may download the EOI documents from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> or [www.cbic.gov.in](http://www.cbic.gov.in) as per the schedule as given in the CRITICAL DATE SHEET as under:

**CRITICAL DATE SHEET**

e-published Date	19-02-2019 onwards
Bid Document Download/Start Date	19-02-2019 onwards
Online Bid Submission Start Date	20-02-2019,11.00 hrs
Bid Submission End Date	28-02-2019,15.00 hrs
Technical Bid/ EOI Opening Date	02-03-2019,11.00hrs

3. Bid Submission: Bids shall be submitted online only at CPPP website <https://eprocure.gov.in/eprocure/app> with all the requisite documents [preferably signed with digital signature (DSC, Class II or above Certificates with signing key usage ) The tender shall be submitted online with other documents as mentioned in the tender documents. Bidders are advised to follow the “Instructions for online Bid submission” provided in the Schedule II for online submission of bids. No tender shall be accepted / entertained by fax, e-mail or submitted in person or any other such means and beyond the specified date /time.
4. Tenderer who has downloaded the tender from the Central Public Procurement Portal (CPPP) website: <https://eprocure.gov.in/eprocure/app> shall not tamper/modify the tender form including downloaded price bid form in any manner.
5. It may be noted that, in case of non-uploading of copies of documents specified in the Tender documents on the CPPP, such technical bid, shall summarily be rejected. The offers submitted through any means other than uploading on the CPPP website <https://eprocure.gov.in/eprocure/app> shall not be considered. No correspondences will be entertained in this matter. This office reserves the right to accept or reject any tender in part or full or without assigning any reasons thereof. The bidder should refrain from indicating the rent and other financial details in the Technical Bid/ EOI and if they do so, the bid will be summarily rejected.
6. The Tender enquiry documents will be available on official website on <http://eprocure.gov.in> as per details mentioned in Critical Sheet. The Bidder should raise any doubt/query regarding the tender document on EMAIL or contact Number and address given below;

**SENIOR MANAGER (PROJECTS),**

PROJECTS DIVISION,HLL LIFECARE LIMITED (A Government of India Enterprise)

Corporate Head Office, Poojappura.P.O,

Thiruvananthapuram – 695012,

Kerala, India Phn: 0471- 2354949, 2775588

E-mail: [choprojects@lifecarehll.com](mailto:choprojects@lifecarehll.com), [harikrishnankp@lifecarehll.com](mailto:harikrishnankp@lifecarehll.com)

7. Earnest Money Deposit:

EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank: State Bank of India  
A/c number : 57007696531  
IFSC Code : SBIN0070502  
Branch name : New Administrative Complex, Poojappura

Document of the above transactions completed successfully by the bidder, shall be uploaded at the locations separately while submitting the bids online.

Note: Any transaction charges levied while using any of the above modes of payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment is effective on the date and time of bid opening.

8. Intending bidders are advised to visit in our company website, URL address: <http://www.lifecarehll.com/tender>. or CPPP website regularly till closing date of submission of tenders for any corrigendum/ addendum/ amendment.
9. Bids will be opened as per date/time as mentioned in the Critical Date Sheet of Tender/ CPP Portal. After evaluation of technical bids online/premise verification, bidders will get the information regarding their eligibility/ pre-qualification on website. Thereafter, a system generated e-mail confirmation will be sent to qualified bidders. The bidders can check the same from the portal.
10. After opening of Technical Bid, the original documents as per requirement of the e-tender document may be verified by this office during technical evaluation of the bids. This office reserves the right to seek any document in original related to the premises on hire for verification at any stage of tender process.
11. In the event of any of the above mentioned dates being subsequently declared as a holiday/closed day for this office, the EOI will be opened on the next working day at the scheduled time.
12. HLL may, at its discretion, extend this deadline for submission of EOI by amending the EOI Documents or any other reasons, in which case all rights and obligations of HLL and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
13. The bidder should submit the following information/documents along with the bid document;
  - a. Enquiry No.
  - b. EMD

- c. GST and PAN details of the bidder
- d. An undertaking to the effect that the bidder has not been blacklisted/banned/debarred from dealing and participating in tenders by Government (Centre or State)/PSU. In case of submission of false declaration (found at any stage), such applicants shall be disqualified and HLL Lifecare Ltd. reserves its rights for further legal actions.
- e. All other documents/certificate/information as specified in the bid document.

14. In addition to the invitation for EOI, the documents include the following schedules.

Schedule II	-	Instructions to Bidders
Schedule III	-	Details of Proposed Office Spaces
Schedule IV	-	Scope of work
Schedule V	-	Proposed Terms of Lease/Rental
Schedule VI	-	Acceptance Form
Schedule VII	-	EOI Proposal Format
Schedule VIII	-	Drawings

15. The company reserves the right to club or split the items of works, change the qualifying criteria at their discretion and to reject or cancel the Invitation for EOI without assigning any reason thereof.

16. EMail Support: For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority. Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact details.

**SENIOR MANAGER (PROJECTS)**

**SCHEDULE II**

**INSTRUCTIONS TO BIDDERS**

1. Interested parties are invited to submit their Expression of Interest along with details of their Organization as per EOI Proposal format (Schedule VII) enclosing all relevant supporting documents. Details can be downloaded from the website [www.lifecarehll.com](http://www.lifecarehll.com)
2. Proposed terms of lease or rental are enclosed (page 10).
3. EMD shall be submitted by proposers along with their proposals for EOI. The EMD is required to protect the Lessor / Owner against risk of Bidder's conduct. The EMD shall be in the form of cash deposit or demand draft from a nationalized bank drawn in favour of HLL Lifecare Limited, Thiruvananthapuram payable at Thiruvananthapuram. E.M.D. from unsuccessful bidders will be returned after signing the agreement with the selected bidder/s. In the case of successful bidder, the Earnest Money will be converted to security deposit, which they will have to offer for the faithful execution of the contract and will be returned within 30 days after the satisfactory completion of the contract
4. The EMD may be forfeited:
  - (a) If a Bidder withdraws its EOI during the period of bid validity specified by the Bidder on the Bidding Document; or
  - (b) In case of the successful Bidder, if the Bidder fails:
    - (i) to sign the Contract
    - (ii) to complete the contract satisfactorily
5. EOI shall be submitted for individual locations or all locations along with applicable EMD. HLL reserves the right to award the contracts to real estate agents to individual locations or all locations and its decision on the same is final and binding.
6. Interested parties can visit proposed HLL Office Buildings on any working day between 10.00 am to 4.00 pm to inspect site and gather information.

## SCHEDULE III

### DETAILS OF PROPOSED OFFICE SPACES

#### 1. Introduction

Today, HLL Lifecare Limited (HLL) has emerged into a global corporate of international acclaim spread across 118 nations, taking under its wings 7 subsidiaries comprising 21 offices and 7 manufacturing units across locations having a multitude of products ranging from contraceptives & hospital products to pharmaceuticals; and services from diagnostics to infrastructure development and standing tall at a value exceeding Rs.1400 crores.

As part of its expansion and diversification plans, HLL has set up state of the art Office buildings in various parts of India. The part of these Office buildings set up in these prime locations in India is available for lease or rental on fixed term basis. Expression of Interest is invited from competent real estate consultants or agencies for the leasing or rental of these vacant office spaces on a time bound manner. Details of proposed offices spaces are given below:

#### 2. Proposed Office space Details

SI No	Office Address/ Location	Details of Office Space & Approx. Area	Facilities Available	Nearby Places
1	HLL Lifecare Limited, B-14-A, Block-B, Industrial Area, Sector – 62, Noida - 201 301, Uttar Pradesh	1 <sup>st</sup> Floor 2 <sup>nd</sup> Floor and 4 <sup>th</sup> Floor  (Total: 58600 Sqft with Car parking)	Furnished office space, Common Parking, Separate Ladies & Gents Toilets, Dining Hall, Conference Room, Discussion Room, 2 Passenger Lifts, Dedicated Road to the facility.  Floor Plan attached as <b>Schedule VIII</b>	Proximity to Metro Rail stations (8km), Airport (32km), Shopping malls, Hospitals, Educational institutions, Prime Industrial area with Good connectivity



SI No	Office Address/ Location	Details of Office Space & Approx. Area	Facilities Available	Nearby Places
2	HLL Lifecare Limited, HLL Bhavan, Plot No. 4, S No. 26/4, Velacherry-Thambaram Main Road, Behind Kamakshi Memorial Hospital, Pallikaranai, Chennai- 600 100, Tamil Nadu	1 <sup>st</sup> Floor 2 <sup>nd</sup> Floor 3 <sup>rd</sup> Floor (Total: 19410 Sqft)	Furnished office space, Common Parking, Toilet Facility, 2 Passenger Lifts, Dedicated Road to the facility  Floor Plan attached as <b>Schedule VIII</b>	Proximity to Airport (10 kms), Railway station (16 kms), Seaport (20 kms), Shopping malls, Hospitals, Educational institutions, IIT-Chennai (10 kms)
3	HLL Lifecare Limited, Golden Jubilee Block, HLL Bhavan, Poojappura, Thiruvananthapuram – 695 012, Kerala	5 <sup>th</sup> Floor and 6 <sup>th</sup> Floor (Total: 12000 Sqft)	Furnished office space, Common Parking, Toilet facility, 2 Passenger Lifts, Dedicated Road to the facility  Floor Plan attached as <b>Schedule VIII</b>	Proximity to Airport (9 kms), Railway station (4 km), Seaport (20kms), Shopping malls, Hospitals, Educational institutions

Note:-

- 1) HLL reserves the right to lease/rent out the above facilities together or separately or in parts thereof.
- 2) Competent Real Estate Consultants/Agencies can submit EOI for all the above locations or any one or more locations in Schedule III along with applicable EMD and same shall be clearly mentioned in their offer.

## SCHEDULE IV

### SCOPE OF WORK

- 1) Office space as detailed in Schedule III in Newly constructed HLL Office Buildings at Noida, Chennai and Thiruvananthapuram is available for rental or lease.
- 2) HLL is inviting Expression of Interest from competent real estate consultant/agency in each location for identification of rental/leasing opportunities for the vacant office spaces available as detailed in Schedule III.
- 3) Competent Real Estate Consultants/Agencies can submit EOI for all the above locations or any one or more locations in Schedule III along with applicable EMD and same shall be clearly mentioned in their offer
- 4) HLL reserves the right to award the contracts to the selected consultant for each location or all location and its decision on the same is final and binding.
- 5) The selected real estate consultant/agency at each location shall scout for renting/leasing opportunities in each of the locations to identify a suitable tenant firm or lessee firm in a time-bound manner, as per the proposed terms of lease and within the agreed completion period.
- 6) Proposed Lessee shall be preferably Govt. Departments, Govt. institutions, Public sector enterprises, Scheduled banks and autonomous institutions under Central/State Government for taking vacant office spaces on lease or rental basis at locations as detailed in Schedule III.
- 7) Period of Completion: The selected real estate consultant/agency or agencies shall finalize the lessee or tenant within a period of 45 days from the date of signing agreement with HLL.
- 8) The suitable lessee identified within the completion period and agreeing to the proposed terms of lease and offering highest Monthly lease rent for each location, will be considered for signing the lease agreement with HLL (the Lessor). The sealed bids submitted by the proposed lessee/s identified by the Real estate consultant will be opened on the scheduled date and time announced by the lessor (owner) as part of award of contract to the Real estate consultant/agency or agencies.
- 9) HLL shall pay maximum of a month's rental as service charges to the Real estate consultant/agency.
- 10) Payment Terms: 100% Payment shall be effected within 30 days after signing the lease agreement with the lessee and submission of security deposit by the lessee.
- 11) The consultant/agency or agencies finalized by HLL shall advertise or publicize locally at his own cost, with prior approval from HLL which will be reimbursed on actuals only after the successful signing of the rental agreement

## SCHEDULE V

### PROPOSED TERMS OF LEASE

- 1) Proposed Lessee shall be preferably Govt. Departments, Govt. institutions, Public sector enterprises, Scheduled banks and autonomous institutions under Central/State Government for taking vacant office spaces on lease or rental basis at locations as detailed in Schedule III.
- 2) Monthly Lease Rent is inclusive of all applicable taxes. In case of change in the rates of any taxes, duties, levies or if new taxes, duties or levies are initiated by the Central/State Government/local bodies, including enactment of any legislation by Union/State, then the same will be to the account of Lessee and shall be reimbursed by Lessee. Lessee shall be entitled to the benefit of any decrease in price on account of reduction in or remission of any duty or tax or levy. Change in judicial interpretation and/or any clarification or amendment made by the relevant authorities shall be construed to be a change in the rate of taxes, duties, levies and/or imposition of new tax, duty or levy.

If the due amounts are not paid beyond due date for each month, Lessee shall bear interest at the MCLR plus 1% simple interest p.a. from the next day of the due date until receipt of full or all amounts owed by Lessee to Lessor. Lessor will have the right to take back the Facility in the event of payment default for more than 30 (thirty) days.

- 3) An annual appreciation of 10% in the quoted monthly lease rent will be applicable during the lease period.
- 4) Ownership: It is agreed that the ownership of the facility offered on lease will be with the Lessor during the entire lease period. Lessee shall not hypothecate, pledge or create any encumbrance whatsoever on the property nor shall it part with the possession of the property to any third party during subsistence of the lease Agreement.
- 5) Lessee/Tenant firm shall obtain necessary NOC for operating the proposed business from all authorities concerned.
- 6) The rental or lease period shall be extendable at the option of Lessor at mutually agreeable terms.
- 7) Lessee/Tenant firm will be permitted to use Company road to these facilities and Common Parking area.
- 8) Building and premises will be offered for rental or lease in 'as-is-where-is' condition.

- 9) No structural changes/modifications will be permitted to the existing buildings.
- 10) Temporary/ re-locatable structures required if any by Lessee may be permissible.
- 11) Renovation of buildings shall be carried out by Lessee at their own cost after obtaining written clearance from Lessor and the buildings as renovated shall be handed over to Lessor at the end of the lease period.
- 12) The successful bidder shall use the office space only for the purpose of establishing office(s) of the bidders and not for any other purpose. No unlawful activities like betting, gambling, etc shall be allowed inside the campus. Illegal activities shall not be allowed inside the premises.
- 13) List of furniture and fixtures handed over to Lessee will be a part of lease agreement and Lessee shall handover the same in good condition subject to normal wear & tear to Lessor at the end of the lease period.
- 14) The lessor will install separate meters to provide necessary connections for the utilities like power and water. And all charges for power and water consumed on the said premises shall be paid by the Lessee.
- 15) The Office space/buildings will be handed over in 'as is where is' condition. The Lessee shall do all the minor repairs and maintenance on the premises including the exclusive road to the buildings, lawn and property appurtenant to the respective office buildings.
- 16) The Lessee shall not have any right on the usufructs from the trees in the premises (Coconuts, Mango etc.). The Lessor shall pluck/tap these items through contract/auction etc.
- 17) Housekeeping, Security for building/premises proposed may be arranged by the Lessee, if required.
- 18) The Lessee will not be entitled to transfer or part with the possession in any way to anyone else without the specific permission of Lessor. HLL reserves the right to deny such permission.
- 19) During the period of lease, any damage in whichever form it made to the property in use of the adjoining property will have to be made good by the Lessee. The decision of HLL will be final in this regard.
- 20) The Lessee shall be bound by the rules and regulations made by HLL for day-to-day administration and Lessee shall co-operate with HLL to smooth running of the affairs at the premises.

21) Lessee shall sign a Lease Agreement with the Lessor before handing over the site for its use.

22) Security Deposit:

- a) Within 7 days of the date of signing of lease agreement, Lessee shall submit Security Deposit equivalent to 5% of the total lease contract amount plus value of furniture items handed over by HLL in the form of a Demand Draft from a nationalized bank drawn in favour of HLL Lifecare Limited, Thiruvananthapuram payable at Thiruvananthapuram for his faithful execution of contract. The Security deposit should be valid until successful completion of the lease period and will be returned without interest within 45 days from the date of completion of the lease period. In case of extension of lease period, the validity of security deposit shall be suitably extended.
- b) Forfeiture of Security Deposit: If the successful bidder fails to sign the lease agreement at the monthly lease rent finalized or execute the lease agreement/partially execute the contract or fails to comply with the terms and conditions of the lease agreement, non-payment of Lease rent or any other dues payable to HLL in stipulated time, the security deposit furnished will be forfeited.
- c) Failure of the successful Bidder to sign the lease agreement or submission of security deposit within the timeframe shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD submitted by the Real Estate Consultant/Agency, in which event the lessor may make the award to the next evaluated party or call for new bids.

23) Lessee shall maintain the building and movable properties like furniture, electrical installations, equipment, etc. in good condition and shall compensate HLL for any damages to such properties with replacement value.

24) All statutory rates, taxes as applicable on Lease rent, property tax, assessments, charges, claims, shall be borne by Lessee.

25) Registration charge and stamp duty as applicable will have to be paid by the lessee.

26) Termination:

Any of the following events shall constitute an event of default by the Lessee entitling the Lessor to terminate this agreement:

- i. If the successful bidder withdraws its bid after its acceptance or fails to submit the required Security Deposit and or fails to fulfill any other contractual obligations. In that event, the HLL will have the right to award the lease to the next evaluated party or call for new bids. Any extra expenditure on this account shall be recoverable from the

defaulter. The Security Deposit provided by the defaulter shall also be recovered to pay the balance amount of extra expenditure incurred by HLL.

- ii. Lessee's failure to comply with the statutory and regulatory requirements
- iii. Either party can terminate the contract by giving 90 days written notice to the other party if any breach in the contractual terms not rectified by the defaulting party within 30 days of receipt of non-defaulting party's notice of breach.
- iv. Non-payment:- The Lessee fails to pay to the Lessor on the due date any Lease Instalments payable pursuant to the applicable Lease Agreement or any other sums due under this Agreement.
- v. Transfer of rights and obligations – If the rights or obligations of the Lessee under this Agreement are transferred, encumbered, alienated and sold without prior approval in writing of the Lessor;
- vi. Prior to issuance of termination notice, the non-defaulting Party shall provide to the defaulting party period of 30 days from date of notice of breach to rectify the breach failing which the non-defaulting Party shall issue a final termination notice with 90 days period. Lessee shall pay for lease rent and all services provided during the notice period under this clause, if the breach is rectified resulting in provision of the services.
- vii. In case of termination by Lessor on account of default by Lessee, the Lessee shall be liable to pay all outstanding dues within a period of thirty (30) days from the date of notice of termination.

**27) Force Majeure:**

- a. Neither the Lessor nor the Lessee shall be considered in default in the performance of their obligations as per the Lease Agreement so long as such performance is prevented or delayed because of strikes, war, hostilities, revolution, civil commotion, epidemics, accidents, fire, cyclone, flood or because of any law and order proclamation, regulation or ordinance of Government or subdivision thereof or because of any act of God. The proof of existence of force majeure shall be provided by the party claiming it to the satisfaction of the other.
- b. The Lessee shall advise the Lessor initially by an email, followed by post, the beginning and end of any of the above causes of delay, failing which the Lessor shall not be liable to consider delays due to the above reasons.

28) Know your Customer Checks

The Lessee shall be in compliance with the Know Your Customer (KYC) norms as prescribed by the RBI from time to time and promptly upon the request of the Lessor supply, or procure the supply of, such documentation and other evidence as is reasonably requested by the Lessor in order for the Lessor or any prospective person to whom the Lessor's rights are proposed to be assigned or transferred to carry out and be satisfied it has complied with all necessary know your customer or other similar checks under all applicable laws and regulations pursuant to the transactions contemplated in this Agreement.

29) All correspondence relating to this EOI shall be in English, to:

**SENIOR MANAGER (PROJECTS),**  
PROJECTS DIVISION, HLL LIFECARE LIMITED (A Government of India Enterprise)  
Corporate Head Office, Poojappura.P.O,  
Thiruvananthapuram – 695012,  
Kerala, India, Phn: 0471- 2354949, 2775588  
E-mail: [choprojects@lifecarehll.com](mailto:choprojects@lifecarehll.com), [harikrishnankp@lifecarehll.com](mailto:harikrishnankp@lifecarehll.com)

30) Settlement of Disputes

If any dispute arises with regard to this notification of Eol, the contract shall be deemed to have been concluded at Thiruvananthapuram, Kerala and suits and proceedings, if any, shall be only in the courts of competent jurisdiction in Thiruvananthapuram.

If any dispute arises in connection with this contract with appointed real estate consultant/agencies or Lease / Rental Agreement between the successful lessee and HLL, the responsible representatives of the Parties shall attempt, in fair dealing and in good faith, to settle such dispute. Each Party can request from the other Party that on all sides a senior representative becomes involved in the negotiations. If the Parties are not able to reach an amicable settlement, each Party may initiate an arbitration proceeding. Any dispute or difference or claim arising out of or in relation to this transaction including construction, validity performance or breach thereof shall be referred to a Sole Arbitrator to be appointed by the Chairman and Managing Director of HLL Lifecare Limited. Arbitration proceedings shall be conducted as per the provisions of Arbitration and Conciliation Act 1996 and any subsequent amendments thereof for time being in force.

The venue of arbitration shall be the place from where the contract or lease rent / agreement is signed. The language of arbitration shall be English and the award passed by the Arbitrator shall be final and binding on the parties.

12) Applicable Law

The Agreement shall be governed by and interpreted in accordance with the laws of India for the time being in force.

**SCHEDULE VI**

**ACCEPTANCE FORM**

*(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)*

From

To

**SENIOR MANAGER (PROJECTS),**  
PROJECTS DIVISION,  
HLL LIFECARE LIMITED (A Government of India Enterprise)  
Corporate Head Office, Poojappura.P.O,  
Thiruvananthapuram – 695012,  
Kerala, India  
Phn: 0471- 2354949, 2775588  
E-mail: choprojects@lifecarehll.com, [harikrishnankp@lifecarehll.com](mailto:harikrishnankp@lifecarehll.com)

Dear Sir,

I / We, hereby offer to execute the work/service as detailed in EOI documents hereto or such portion thereof as you may specify in the acceptance of EOI and agree to hold this offer open till 180 days after the date of bid opening prescribed by the lessor/Owner. I/We have understood the terms and conditions mentioned in the invitation for EOI, Scope of Work and Terms of Lease furnished by you and are fully aware of the nature of the scope of work and my/our offer is to comply strictly in accordance with the requirement and the terms and conditions mentioned above.

I hereby attach duly signed and sealed copies of all the pages of this EOI document in proof of the acceptance of the terms and conditions of the EOI.

Yours faithfully,

**SIGNATURE & SEAL OF THE BIDDER**

**Date:**



**SCHEDULE VII**

(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

**PROPOSAL FORMAT**

<b>Location:</b> _____		
<b>SI No</b>	<b>Description</b>	<b>Details</b>
1	Name	
2	Address	
3	Contact Details	
	a) Name & Designation	
	b) Telephone No.	
	c) Mobile No.	
	d) Fax No. :	
	e) E-mail id	
4	PAN (enclose copy)	
5	GST (enclose copy)	
6	Type of the Organization (Proprietorship, Partnership, Private limited, Public Limited or Coop. body etc.) Companies / Partnerships shall furnish the Share holding pattern	
7	Activities of the Organization	
8	Bidders should have experience of having successfully handled and completed within a period of last 5 years ending 31/12/2018 at least 3 contracts of similar nature.	Note:- Relevant documents such as Agreements/Completion certificates issued by the Client/Authority concerned shall be submitted in proof of the same.
9	Financials/Turnover for the last 3 years (enclose Copy of Audited Balance Sheet and Profit & Loss Account for the last three financial years).	
10	EMD Payment details: ( D/D no., Bank, Date)	

We hereby agree to offer our services for identifying suitable lessee for the proposed vacant office spaces in new office building/s of HLL within the scheduled completion period of 45 days as per the EOI terms & conditions on fixed term basis and service charges of one month's lease rent (without taxes) finalized with the lessee.

Place :

Signature

Date :

Name &amp; Seal of the Signatory

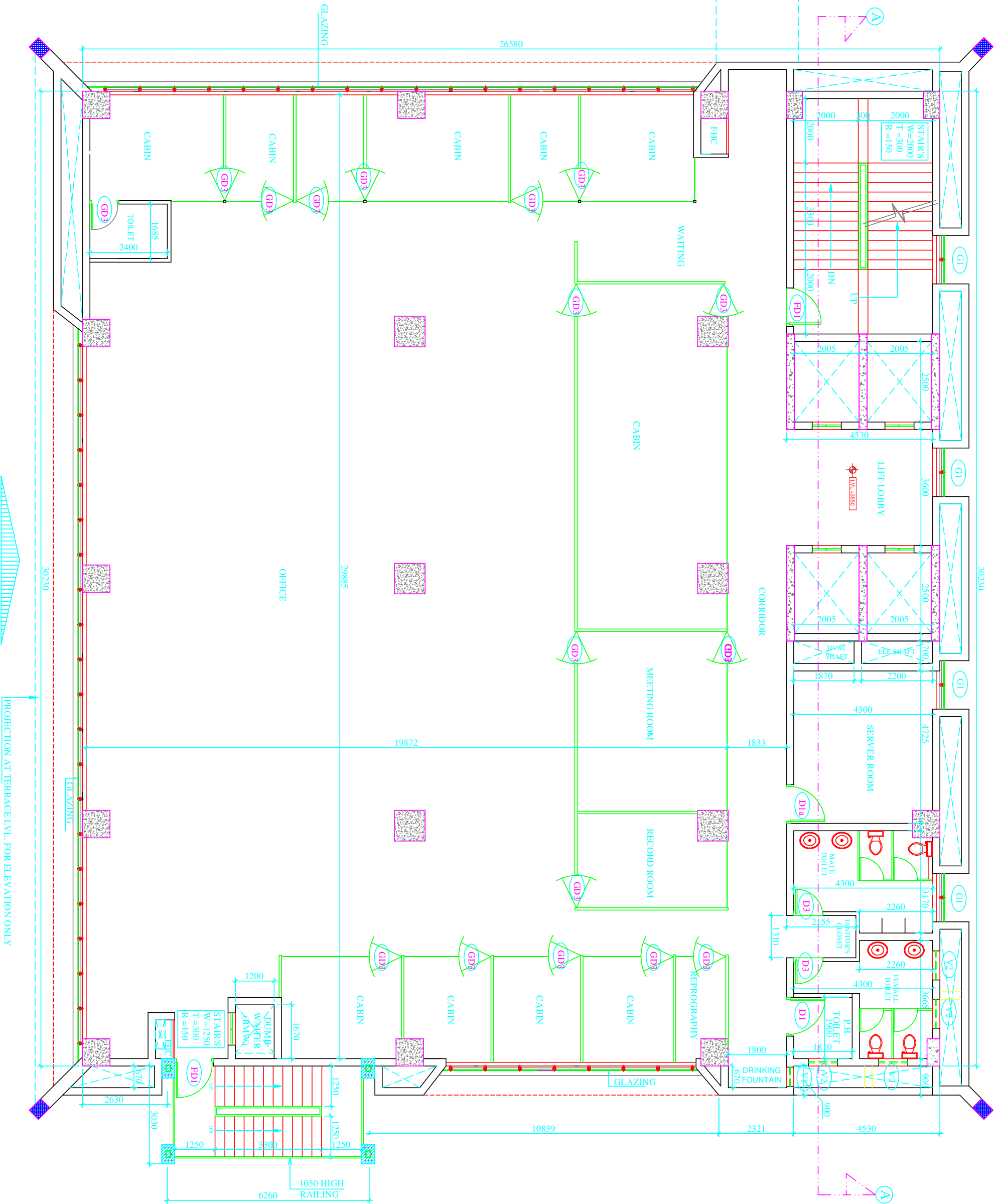
**SCHEDULE VIII**

**DRAWINGS**

FIRST FLOOR PLAN

ELEVATION A

ELEVATION B



PROJECTION AT TERRACE LVL. FOR ELEVATION ONLY

CONNECTING CORRIDOR ABOVE

GLAZING

WAITING

CORRIDOR

SERVER ROOM

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

TOILET

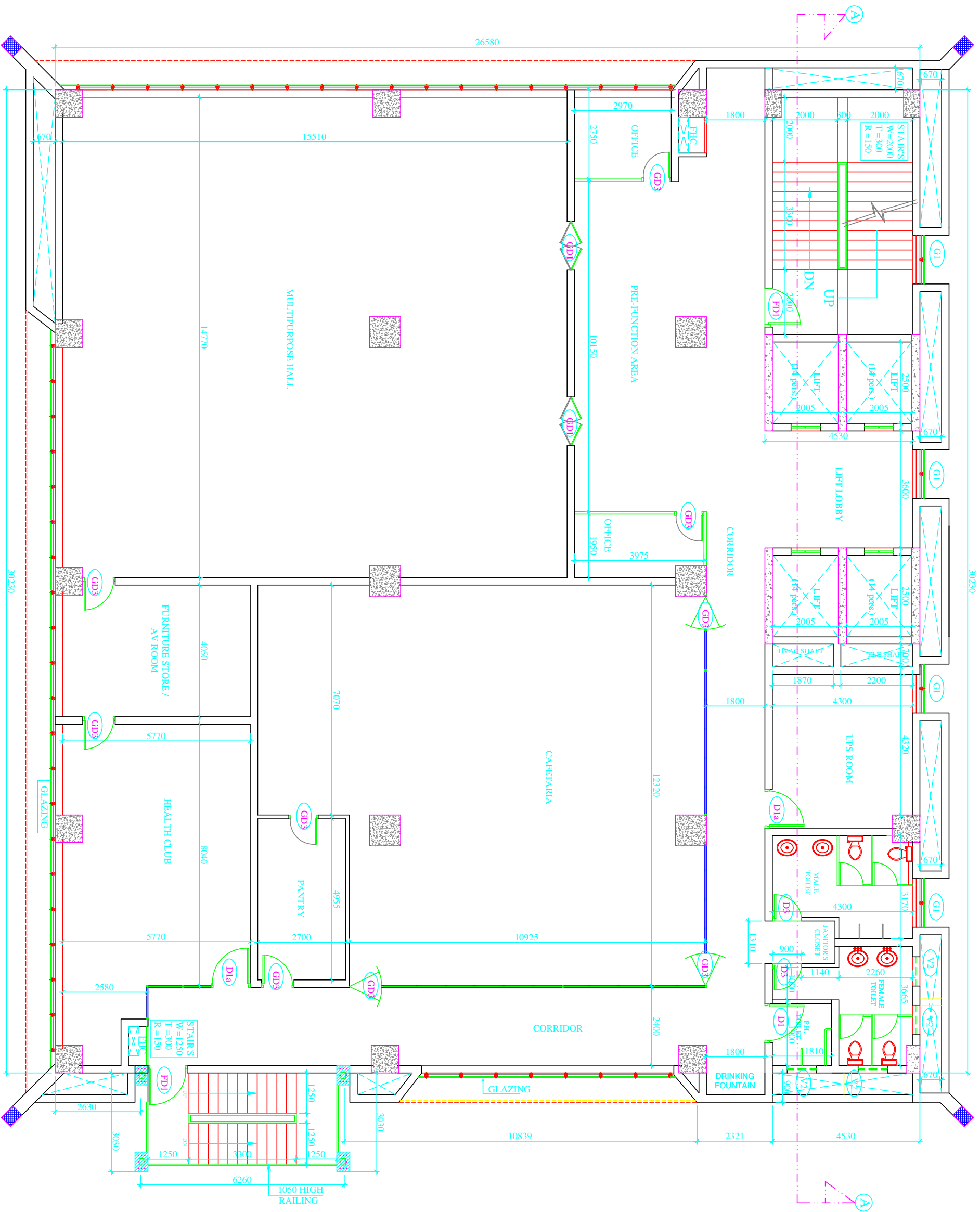
TOILET

TOILET

TOILET

TOILET

# ELEVATION B

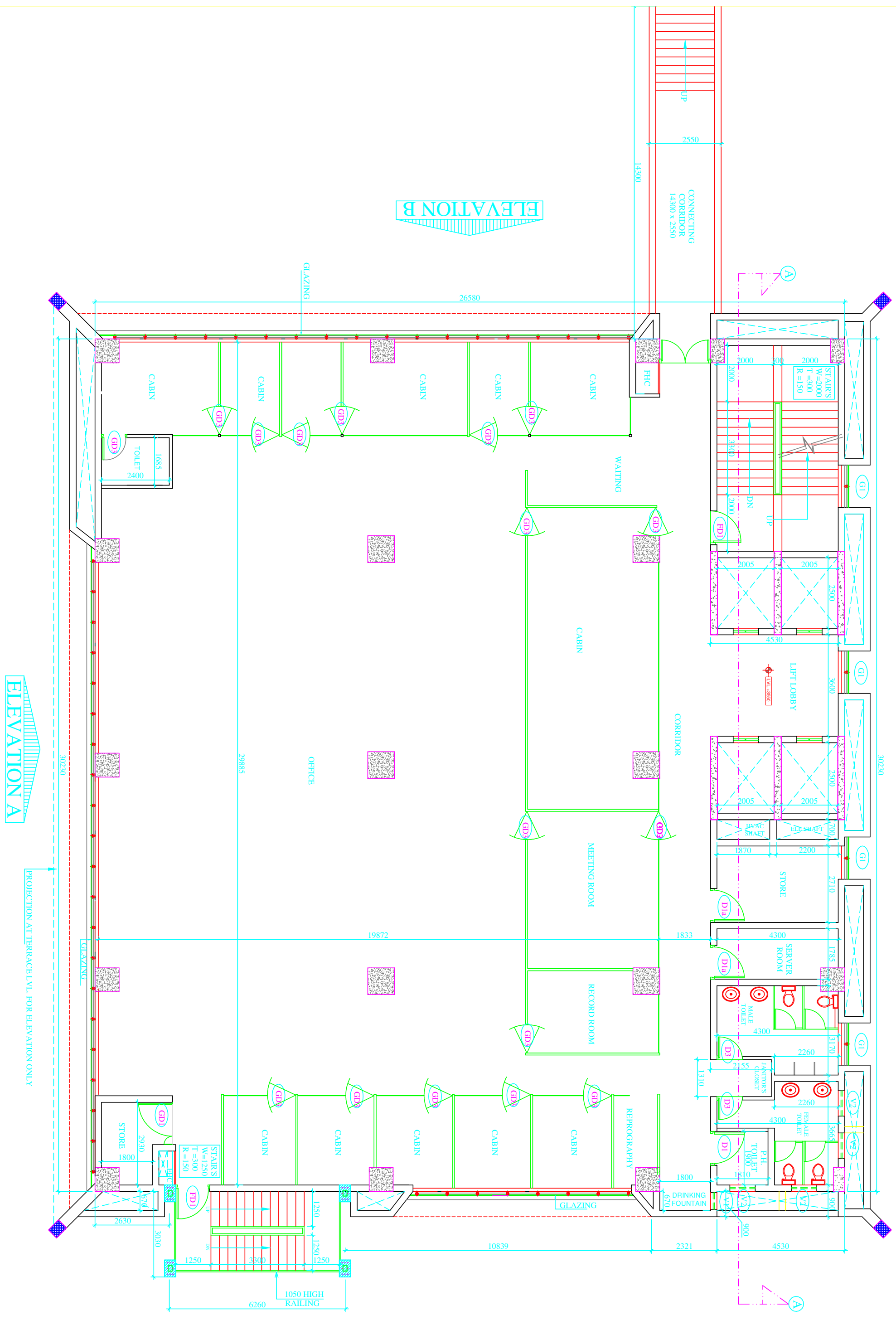


OPENING SCHEDULE		
S. NO	DOOR TAG	SIZE
1	GD2	1500 X 2100
2	GI	1500 X 17800
3	GI/A	1596 X 17800
4	DI	1200 X 2100
5	D2	900 X 2100
6	D3	750 X 2100
7	GD1	1500 X 2100
8	ED1	1200 X 2100
9	V1	600 X 600
10	V2	900 X 600
11	GI/A	3600 X 17800

# FOURTH FLOOR PLAN

# ELEVATION A

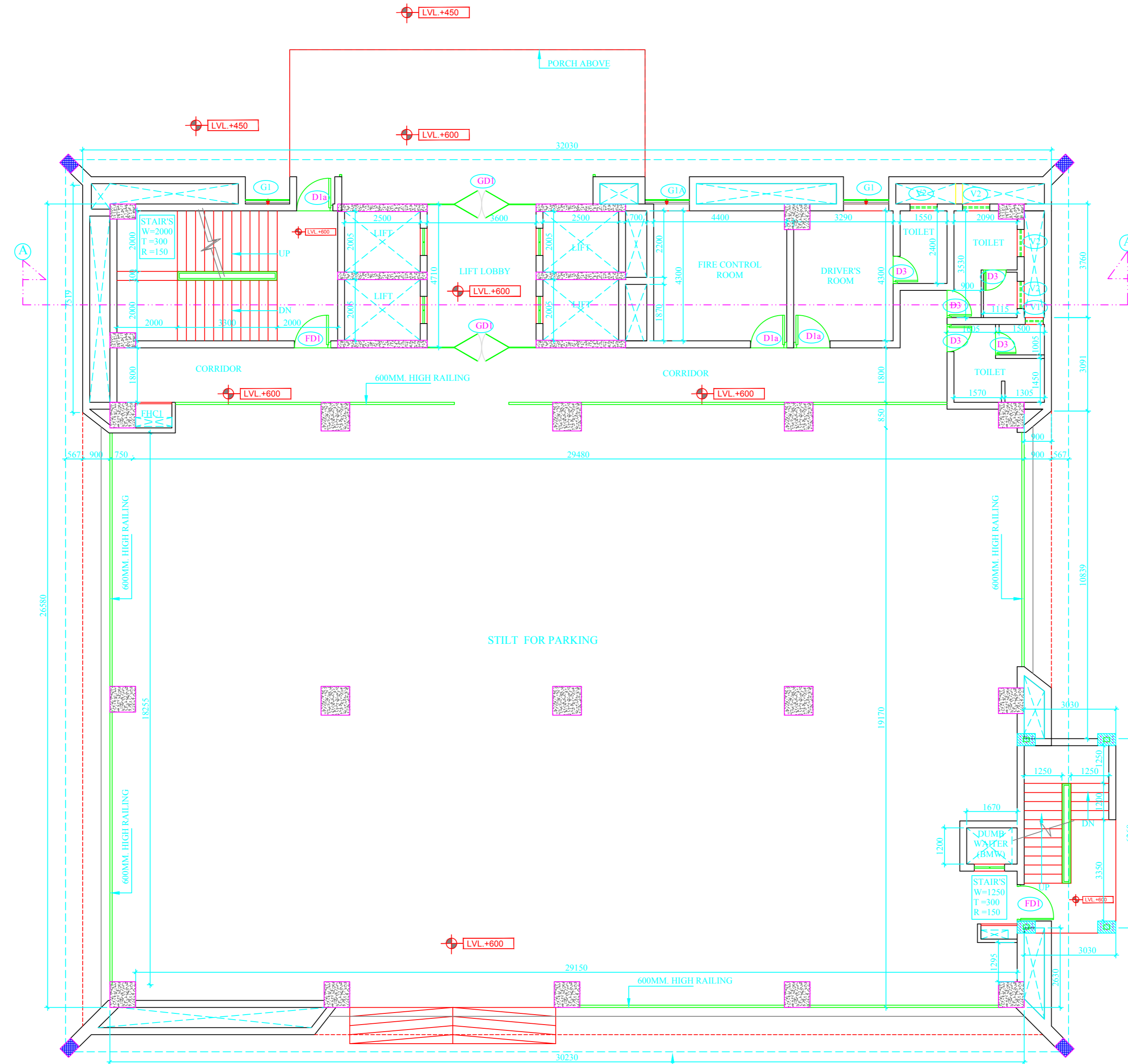
SECOND FLOOR PLAN



ELEVATION B

ELEVATION A

PROJECTION AT TERRACE LVL. FOR ELEVATION ONLY

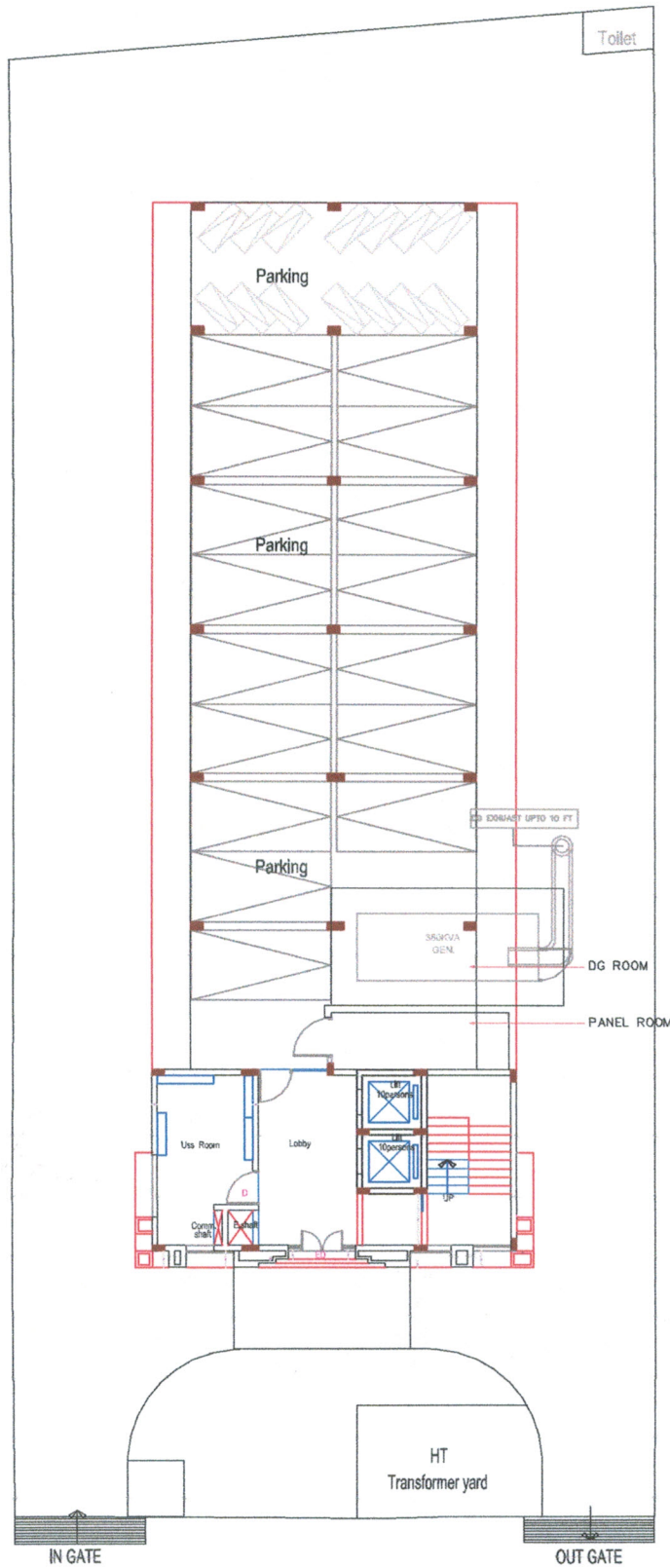


STILT FLOOR PLAN

ELEVATION A

PROJECTION AT TERRACE LVL. FOR ELEVATION ONLY

ELEVATION B



**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING, ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**


LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING CIVIL WORKING (STILT FLOOR)**

**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-STF-1**

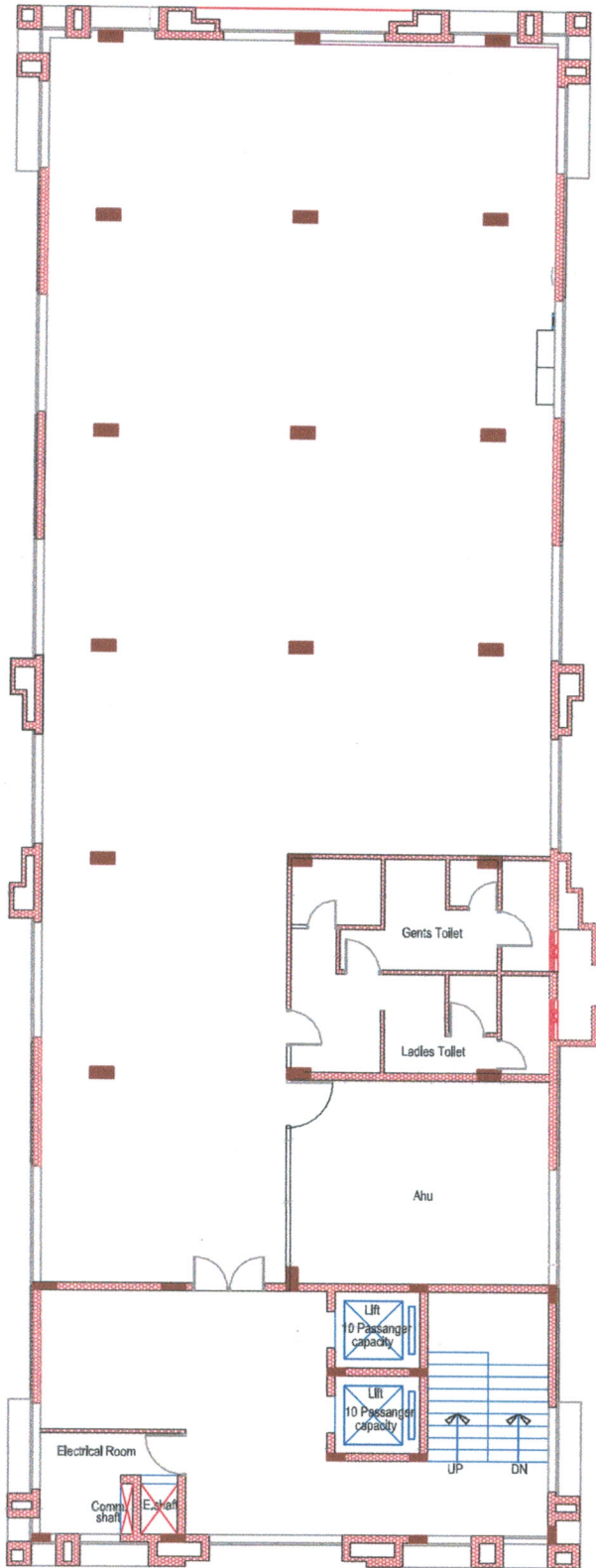
**CLIENT:**  
  
**H L L LIFE CARE LTD.**  
 ( A GOVERNMENT OF INDIA ENTERPRISE) HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERY, CHENNAI  
 web : www.lifecarchil.com

**CONTRACTOR:**  
 **MKMS BUILDERS**  
 23, CHAMBERS ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE : NOT TO SCALE**

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE





**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING, ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**


LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING CIVIL WORKING (1ST FLOOR)**

**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-FTF-01**

**CLIENT:**  
  
**H L L LIFE CARE LTD.**  
 ( A GOVERNMENT OF INDIA ENTERPRISE )  
 HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERRY, CHENNAI  
 web : www.lifecarchll.com

**CONTRACTOR:**  
 **MKMS BUILDERS**  
 23, CHAMBERS ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE : NOT TO SCALE**

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE





**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING. ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**

LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
 CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI

**DRAWING TITLE:**  
 AS BUILT DRAWING CIVIL WORKING (2ND FLOOR)


**DRAWING TITLE:**  
 HLL/RO/MKMS/WORK-SDF-01

**CLIENT:**



H L L LIFE CARE LTD.  
 (A GOVERNMENT OF INDIA ENTERPRISE) HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERY, CHENNAI  
 web : www.lifecarehll.com

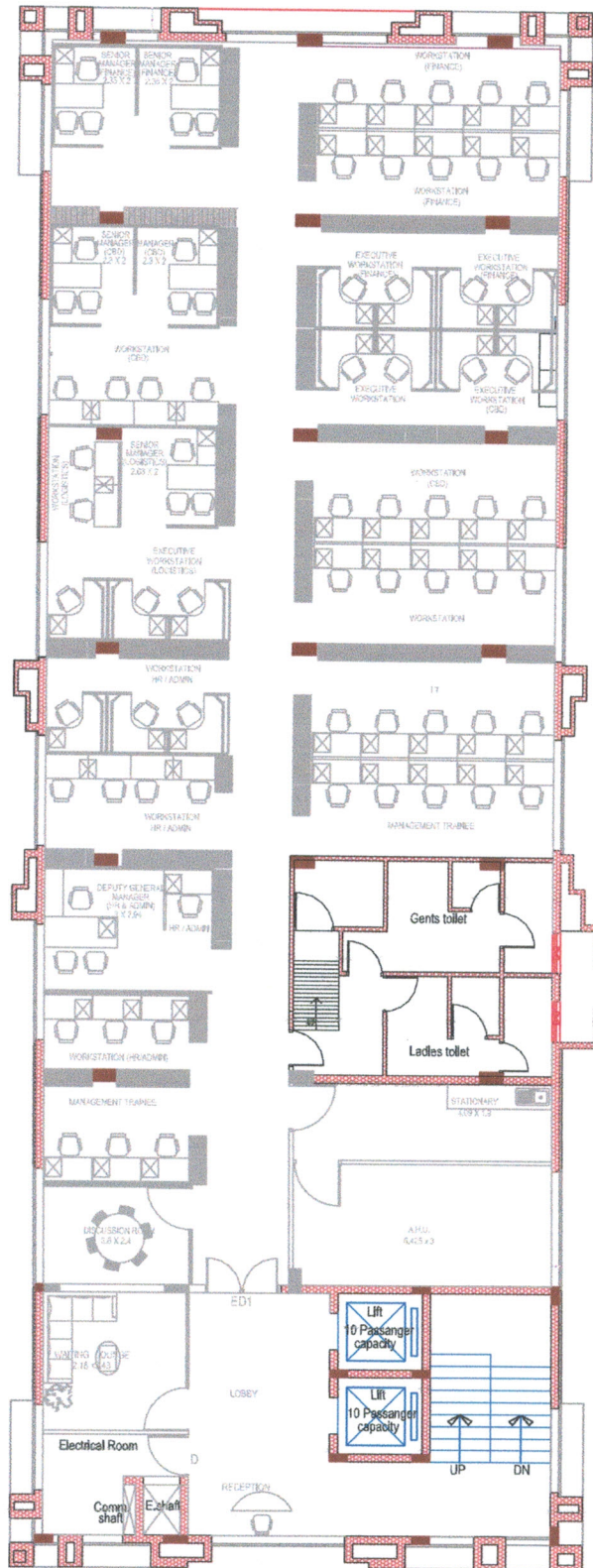
**CONTRACTOR:**



MKMS BUILDERS  
 23, CHAMBERS ROAD, NANDANAM,  
 CHENNAI - 600 035

SCALE : NOT TO SCALE

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE



**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING. ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**


LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING CIVIL WORKING (THIRD FLOOR)**

**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-TDF-01**

**CLIENT:**  
  
**H L L LIFE CARE LTD.**  
 ( A GOVERNMENT OF INDIA ENTERPRISE)  
 HTES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERRY, CHENNAI  
 web : www.lifecarehll.com

**CONTRACTOR:**  
  
**MKMS BUILDERS**  
 23, CHAMIER ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE : NOT TO SCALE**

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE





**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING. ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**

LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING**  
**CIVIL WORKING (FOURTH FLOOR)**


**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-FDF-01**

**CLIENT:**



**H L L LIFE CARE LTD.**  
 ( A GOVERNMENT OF INDIA ENTERPRISE)  
 HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERRY, CHENNAI  
 web : www.lifecarehll.com

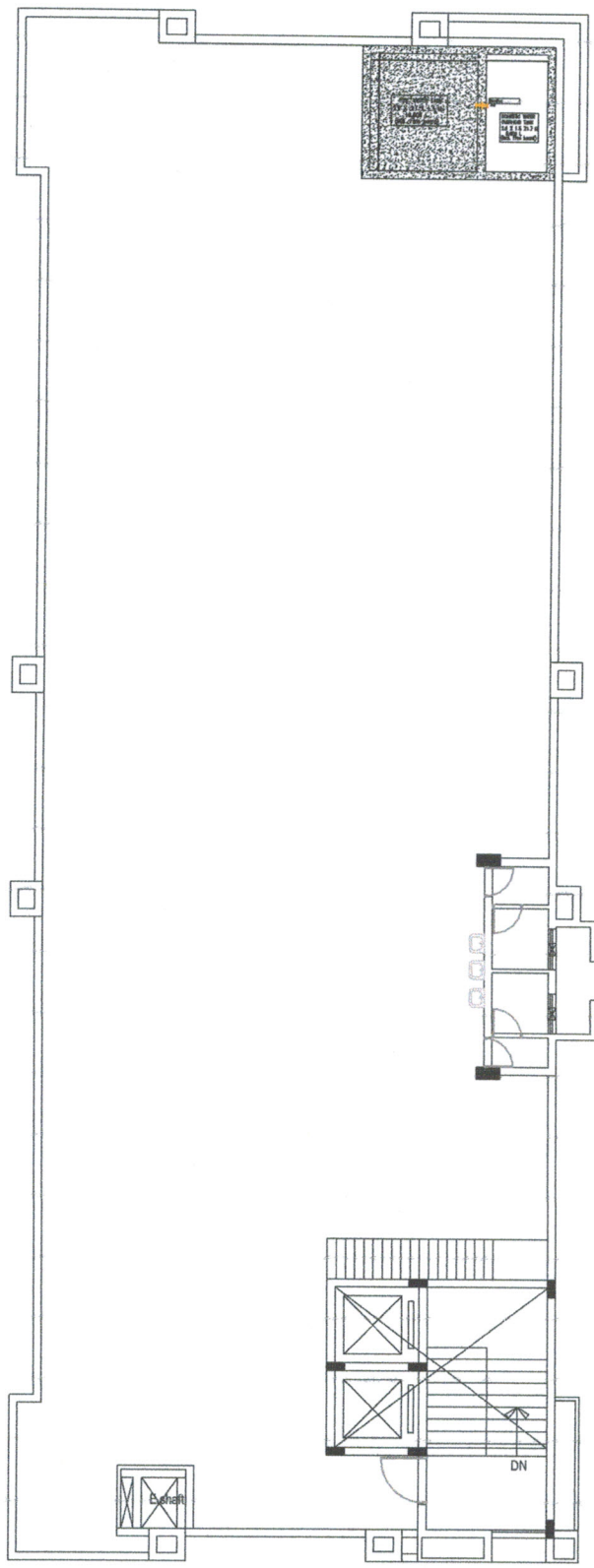
**CONTRACTOR:**



**MKMS BUILDERS**  
 23, CHAMBERS ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE: NOT TO SCALE**

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE



**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING. ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**

LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING CIVIL WORKING (TERRACE FLOOR)**

**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-TEF-01**

**CLIENT:**



**H.L.L. LIFE CARE LTD.**  
 (A GOVERNMENT OF INDIA ENTERPRISE)  
 HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERRY, CHENNAI  
 web : www.lifecarehll.com

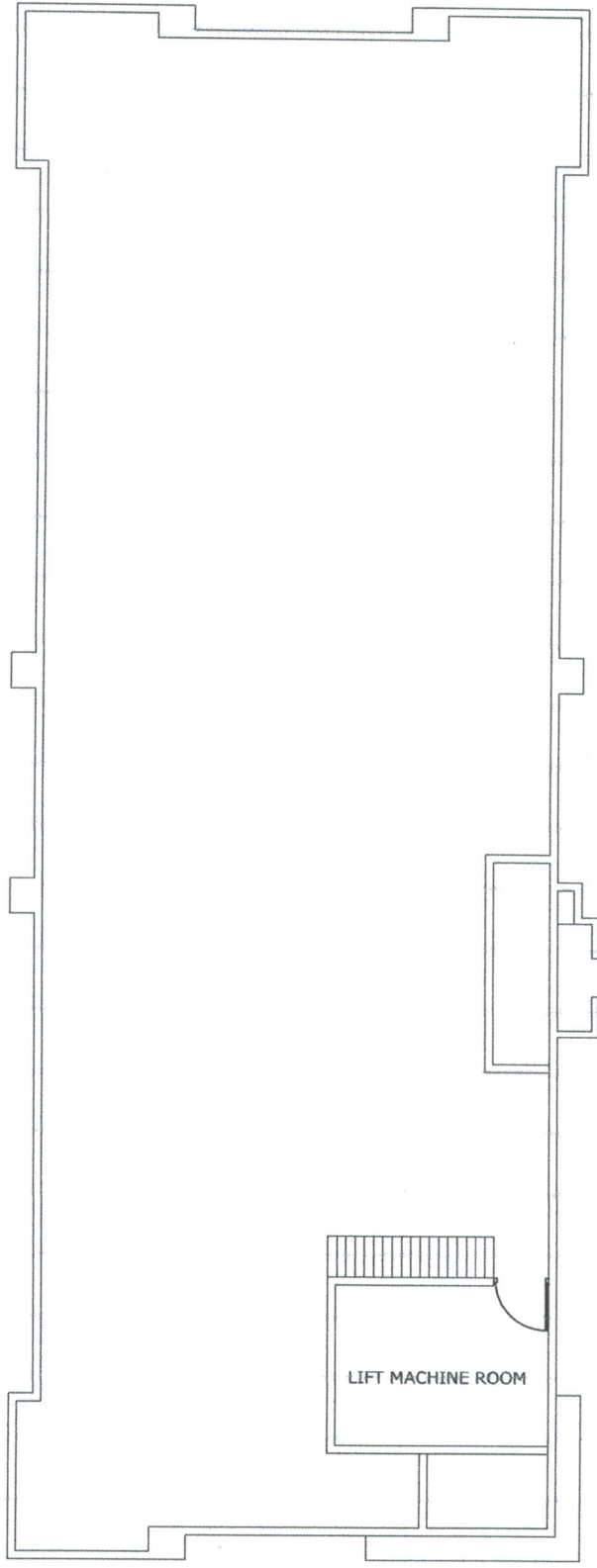
**CONTRACTOR:**



**MKMS BUILDERS**  
 23, CHAMBERS ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE : NOT TO SCALE**


<b>DRAWN BY</b>	<b>SIGN</b>	<b>DATE</b>
<b>CHECKED BY</b>	<b>SIGN</b>	<b>DATE</b>
<b>APPROVED BY</b>	<b>SIGN</b>	<b>DATE</b>



**NOTE**

1. ALL DIMENSIONS ARE IN METER
2. FOR DIMENSIONS REFER ONLY ARCHITECTURAL DWG.
3. DO NOT SCALE THE DRAWING. ONLY WRITTEN DIMENSIONS SHALL BE FOLLOWED. ANY DISCREPANCIES NOTED SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO EXECUTION.

**WORKING LEGENDS**

LEGENDS	DESCRIPTION	QTY
	BLOCK WORK	

**PROJECT:**  
**CONSTRUCTION OF REGIONAL OFFICE BUILDING OF HLL LIFECARE LIMITED, AT PALLIKARANAI CHENNAI**

**DRAWING TITLE**  
**AS BUILT DRAWING CIVIL WORKING (TERRACE FLOOR LIFT)**

**DRAWING TITLE**  
**HLL/RO/MKMS/WORK-TEF-02**

**CLIENT:**



H L L LIFE CARE LTD.  
 ( A GOVERNMENT OF INDIA ENTERPRISE)  
 HITES  
 (HLL INFRA TECH SERVICES LTD)  
 VELACHERRY, CHENNAI  
 web : www.lifecarehll.com

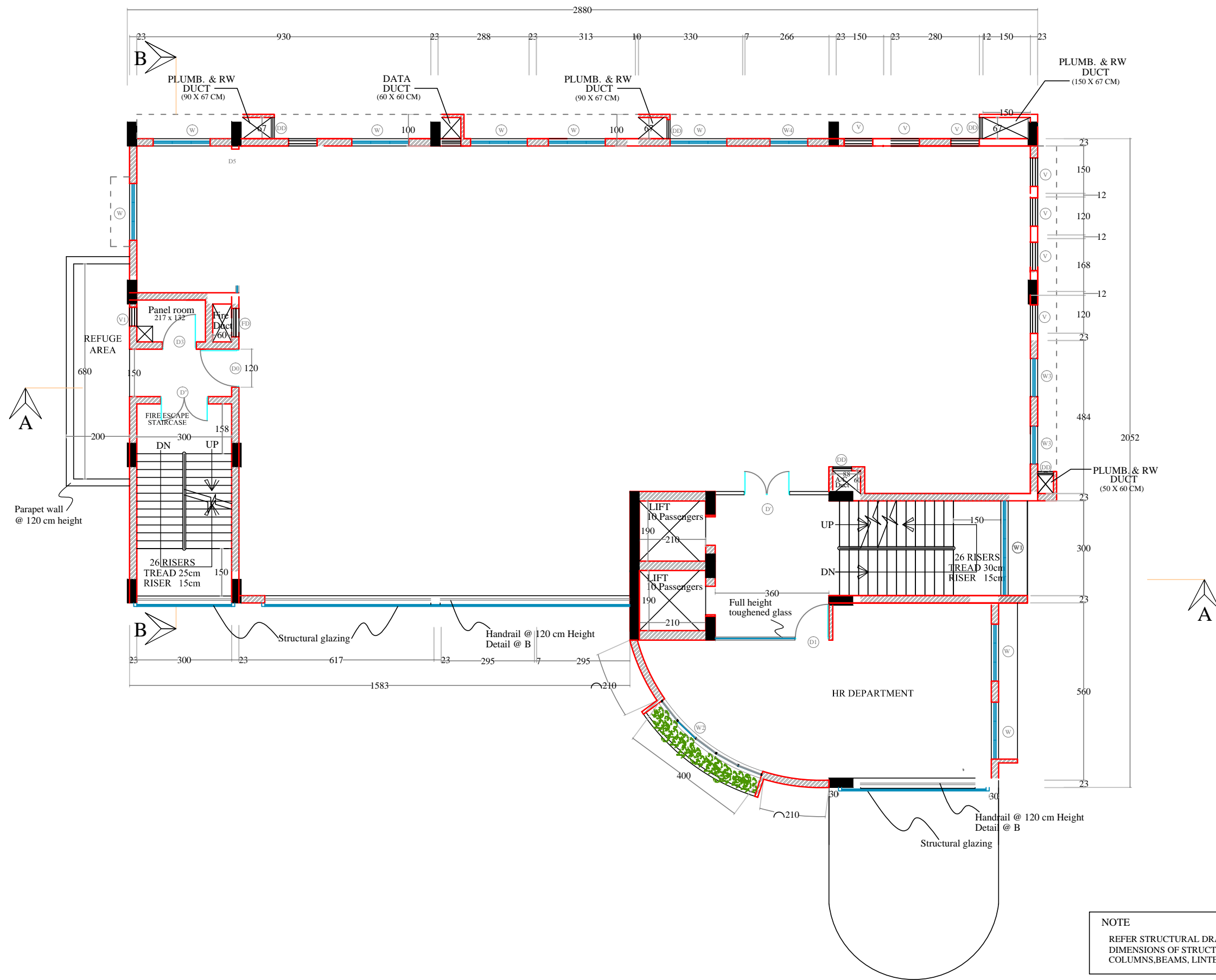
**CONTRACTOR:**



**MKMS BUILDERS**  
 23, CHAMBERS ROAD,  
 NANDANAM,  
 CHENNAI - 600 035

**SCALE : NOT TO SCALE**

DRAWN BY	SIGN	DATE
CHECKED BY	SIGN	DATE
APPROVED BY	SIGN	DATE



AREA STATEMENT (SQ. M)	
TOTAL PLINTH AREA	479.68
STAIRS, LIFTS & TOILETS	(-) 112.90
PANEL ROOM	(-) 6.17
NET AREA	360.61

NUMBER OF PEOPLE THAT CAN BE ACCOMMODATED  
= 42 PERSONS

REVISIONS				
NOS.	DATE	DESCRIPTION	DWN	CKD.
R0	11-07-2017		RAHUL	RVK



(A fully owned subsidiary of HLL Lifecare Ltd.)  
(A Government of India Enterprise)  
THIRUVANANTHAPURAM-6  
TEL: 0471-2365872, 2365873  
FAX: 0471-2368144  
web : www.lifecarehll.com

PROJECT TITLE  
**PROPOSED INTERIORS FOR,  
GOLDEN JUBILEE BLOCK,  
HLL LIFECARE LTD.,  
THIRUVANANTHAPURAM**

DRAWING TITLE  
**FIFTH FLOOR PLAN**

PRELIMINARY DRAWING

DATE: 11-07-2017      SCALE: 1:150  
PAPER SIZE: A3

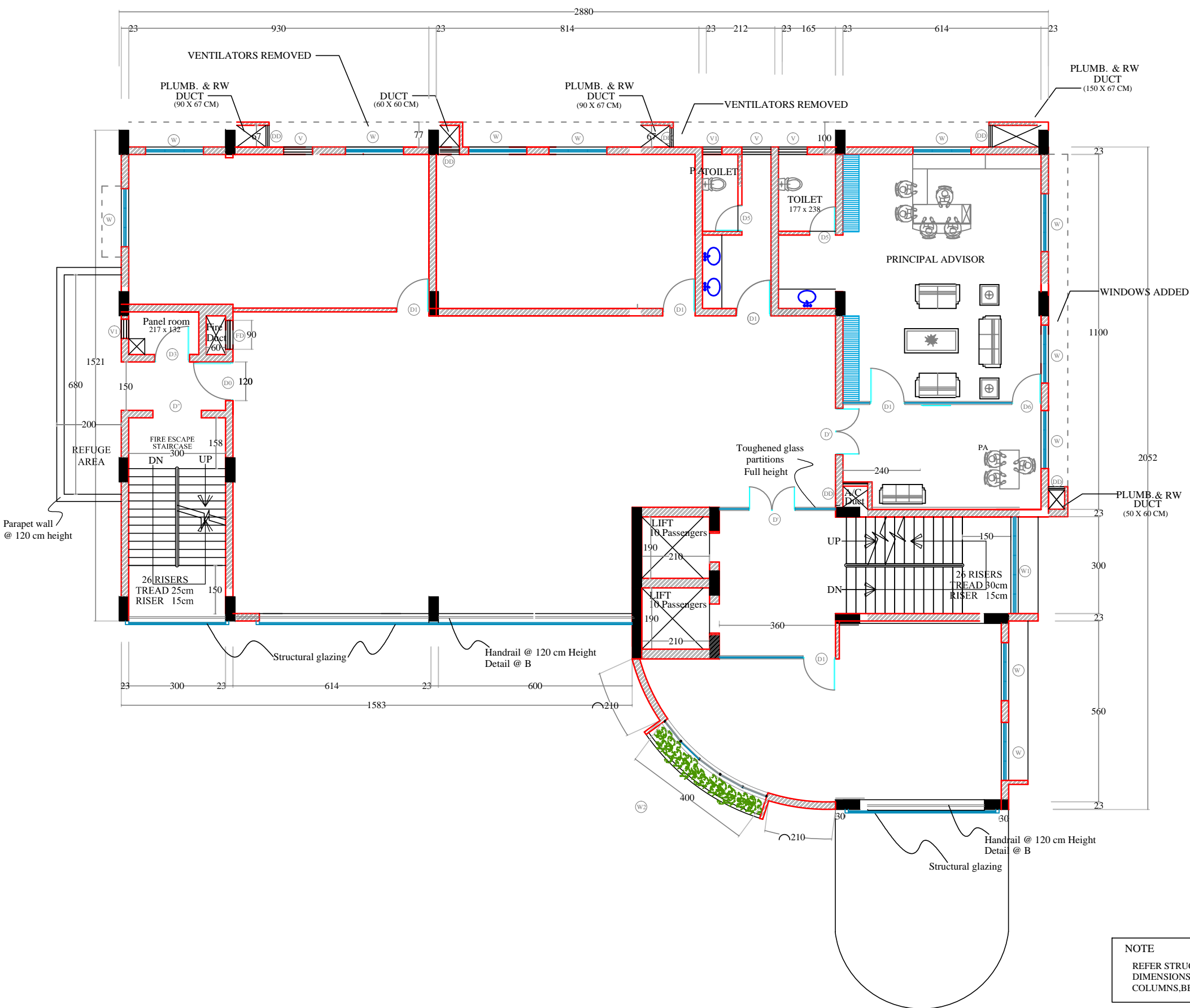
DRG. NO.  
HITES/IDD/IP/IDS/CHO/2017-18/IN-1

ARCHITECT

**NOTE**  
REFER STRUCTURAL DRAWINGS FOR ACCURATE  
DIMENSIONS OF STRUCTURAL MEMBERS LIKE  
COLUMNS, BEAMS, LINTELS ETC.

- NOTE**
- ALL DIMENSIONS ARE IN CENTIMETRES
  - DO NOT SCALE THE DRAWING
  - DISCLAIMER: THESE DRAWINGS ARE THE SOLE PROPERTY OF HLL LIFECARE LTD. NO CHANGES OR COPIES CAN BE MADE WITHOUT CONSENT
  - ANY DISCREPANCY SHALL BE IMMEDIATELY REFERRED TO THE ARCHITECT FOR CLARIFICATION





AREA STATEMENT (SQ. M)	
TOTAL PLINTH AREA	479.68
STAIRS, LIFTS & TOILETS	(-) 88.83
PANEL ROOM	(-) 6.17
NET AREA	384.68

NUMBER OF PEOPLE THAT CAN BE ACCOMMODATED  
= 35 PERSONS

REVISIONS				
NOS.	DATE	DESCRIPTION	DNW	CKD.
01	11-07-2017		RAHUL	RVK



(A fully owned subsidiary of HLL Lifecare Ltd.)  
(A Government of India Enterprise)  
THIRUVANANTHAPURAM-6  
TEL: 0471-2365872, 2365873  
FAX: 0471- 2368144  
web : www.lifecarehll.com

PROJECT TITLE  
**PROPOSED INTERIORS FOR,  
GOLDEN JUBILEE BLOCK,  
HLL LIFECARE LTD.,  
THIRUVANANTHAPURAM**

DRAWING TITLE  
**SIXTH FLOOR PLAN**

PRELIMINARY DRAWING

DATE: 11-07-2017      SCALE : 1:150  
PAPER SIZE : A3

DRG. NO.  
HITEC/IDD/IP/IDS/CHO/2017-18/IN-2

ARCHITECT

**NOTE**  
REFER STRUCTURAL DRAWINGS FOR ACCURATE  
DIMENSIONS OF STRUCTURAL MEMBERS LIKE  
COLUMNS, BEAMS, LINTELS ETC.

- NOTE**
1. ALL DIMENSIONS ARE IN CENTIMETRES
  2. DO NOT SCALE THE DRAWING
  3. DISCLAIMER: THESE DRAWINGS ARE THE SOLE PROPERTY OF HLL LIFECARE LTD. NO CHANGES OR COPIES CAN BE MADE WITHOUT CONSENT
  4. ANY DISCREPANCY SHALL BE IMMEDIATELY REFERRED TO THE ARCHITECT FOR CLARIFICATION