



TERMS AND CONDITIONS:-

1. Their should be minimum 4 to 5 Rooms available in the compound, which should have facilities for toilet, water, electricity, parking. The desired carpet area is 2674 To 4456 sq. ft. The carpet area of any floor shall be the covered floor area worked out excluding the following portions of the building:- sanitary accommodation, verandahs, corridors, stair cases / exits, space open to ventilation, balconies, inter-linking passage ways between blocks / floors, areas of walls, water room, entrance area etc. The possession of the premises will be taken only after the O/o District Health & Family Welfare Society, Kaithal is fully satisfied that the premises is as per Department's requirement and specifications.
2. The premises should be located in the areas mentioned above. The building should have easy approach from the main road and safe and ample parking facility for vehicles. The location should be in an area that is convenient and easily accessible to public.
3. The space quoted by the owner should not have any seepage or dampness in the building and it should not be in a low lying area. The ground floor of building should be above street level.
4. The building offered should be ready for immediate occupation. The space should have all required electrical fixtures such as switches, power points, fans, lights etc. and should have adequate toilet facilities. Department reserves the right to install steel/wooden furniture, partitions, electrical fitting etc. in the premises before taking possession of the building for which no rent will be paid by the Department. The premises complete in all respect will be made available as early as possible, but in any case not later than 10 days from the offer of acceptance from the Department.


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5. The building should have separate electricity and water connections. If separate connection is not available sub-meter etc. to be got installed by the owner along with requisite wiring. The rolling shutter or collapsible gate to the main entrance, safety bars to all the windows and compound walls with agate, all around the building will be provided by the owner. A 3- phase electric connection suitable for computerization and air conditioning will be arranged by the owner with proper earthing and fitting.
6. The owner will provide the necessary arrangements for the continuous and regular supply of water throughout day and night. The owner will provide electric motor and pump of required capacity as suggested by the Department. All maintenance charges in this connection except actual electrical consumption shall be borne by the owner. The required number of water taps as desired, including one directly from Municipal water connection, for drinking water will be provided by the owner. Water consumption charges / bills of Municipality will be borne by the Department. The owner shall provide sanitary, privy, urinals, ladies toilet, hand-wash basin, towel rails etc. as per the Department's requirement.
7. Distemping of the building, polishing / oil painting of the wood and ironwork will be carried out by the owner annually. Whenever necessary, the tenable repairs to the premises will also be undertaken by the owner. Failing to do this, the Department will have right to recover 2% of annual rent for annual maintenance.
8. At the beginning of the tenancy, owner will carry out the additions / alterations to suit the Department's requirements, if the same are structurally feasible and technically permissible by the local authorities. Alternatively, if the Department desires to carry out any such alterations at its own cost, it

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can do so on the existing terms & conditions and obtain any permission, if required, from local authorities.

9. The bids must be submitted on or before the last date and time mentioned in the advertisement.
10. As a token of acceptance of all the terms & conditions mentioned in this document, the bidders are required to sign all pages of the terms and conditions of the document and return the same along with their bid. Any other cutting or use of white ink should be duly initialed by the bidder. The Department reserves its right to reject the incomplete tender or in case information submitted is found to be incorrect. In case space in tender document is found to be insufficient, the bidder may use separate sheet to provide full information.
11. Offerer must sign on each page of the standard rent agreement as token of concurrence of accepting the rent condition.
12. The building shall be legally approved as per for the building norms prescribed by Municipal Corporation/local authorities with regard to fire safety, disaster management, structural stability etc.
13. The Department shall be at liberty, at any time during the period of the rent, to terminate the tenancy under rent deed and vacate the demised premises by giving **three calendar** months notice to the owner/owners and in that event, the Department shall not be liable to pay any rent for the residual period, damages, costs or any other claim or amount whatsoever to the owner / owners.
14. No changes in the rented premises plan will be made during the tenancy and if any changes are required the same will be carried out only after obtaining Department's prior approval in writing thereof.

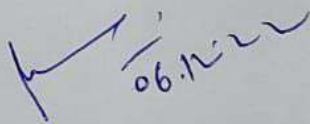

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15. No deposit of any nature or advance rent will be paid by the Department. No brokerage charges will be paid.
 16. The offer should remain valid for one month during the validity period of the offer, the bidder should not withdraw / modify the offer in terms of area and price and other terms and condition mentioned in the tender/quotation document. The bidder has to submit an undertaking on non-judicial stamp paper of requisite value duly signed by legal owner or his power of attorney holder that the bidder shall not back out/cancel the offer/offers made to the Department during the validity period.
 17. The tender will be acceptable only from original owner of the building or having valid power of attorney. The space offered should be free from all encumbrances / claims and disputes / any liability and litigation with respect to its ownership, lease/renting and pending payments against the offered space.
 18. Expenses in connection with drafting and execution of the rent agreement will be borne by the owner. The rent agreement will contain an undertaking that the owner will not during the currency of the rent agreement transfer, mortgage, sell or otherwise create any interest in the premises rented to you / with any party affecting your right of occupation and any of the terms of the rent without your consent.
 19. The payment terms mentioned in the bid shall be strictly followed and no deviations will be allowed.
 20. The particulars of amenities provided / proposed to be provided inside the property / building complex should be clearly furnished in the tender document. The tender is required to be submitted along with certified copies of approved drawings from Kaithal Municipal Corporation / any other competent authority, certified copy of Land Deed, Municipal Receipt,

Handwritten signature and date
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approved plan of building and copy of ownership of building. Tender received without these documents are liable to rejection without any reference to the party whatsoever. Originals of these documents/certificates shall be produced at the time of execution of Rent Agreement.

- 21. Participation in the tender process does not entail any commitment from the O/o District Health & Family Welfare Society, Kaithal who reserves the right to reject any/all offers including that of the lowest tenderer without assigning any reasons.
- 22. In case of any dispute between the parties, the District Court Kaithal will have the jurisdiction.
- 23. The rent agreement will be for one year initially but the building will be required for 4 to 5 years.
- 24. Final decision regarding rent of the building will be taken on the basis of rent assessment exercise from Public Works Department, Kaithal.


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