

# Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur



Tender No. 2340/R93-PRJ/NRDA/2014

SEPTEMBER 2014



## **NAYA RAIPUR DEVELOPMENT AUTHORITY**

**1st Floor, Utility Block, Near Mantralaya, Capital Complex  
Sector-19, Naya Raipur (C.G.)**

**Ph. 0771-2511500, Fax: 0771-2511400,**

**Websites: [ceo@nayaraipur.com](mailto:ceo@nayaraipur.com), [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in)**

## PRESS NOTE



**Land for**  
**CLUB HOUSE**  
**in Sector-30 in Naya Raipur.**

**NRDA Invites application from eligible entity for allotment for plot for Club House in Naya Raipur.**

Sector & Plot No.	Use	Area (Sq. M.)
Sector- 30, Plot no. B2	Club House	6362
EMD Lakh	Upset Price	last date of submission of form
10	Rs. 1582/-	28.10.2014 by 3:00 PM

The details of the same can be downloaded from the website [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in). EOI in the prescribed format shall be submitted so as to reach the office at CEO, NRDA not later than 28.10.2014 by 3.00 PM. Any Modification/ corrigendum/ addendum will not be published in News paper but the same shall be uploaded in the website Only.

2340/R-93/PRJ/NRDA/14

29/09/2014



**NAYA RAIPUR DEVELOPMENT AUTHORITY**

Utility Block, Capitol Complex, Sector- 19  
Naya Raipur, 492002 (C.G.)

T: 0771.251.1500, W: [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in)

1.	Date of call of tender	29/09/2014
2.	Last Date of Submission of Application	28/10/2014 at 3:P.M
3.	Date of Opening of Envelope	28/10/2014 at 3:30 P.M

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## ABOUT NAYA RAIPUR

Government of Chhattisgarh (GoCG) has decided to develop a City named "Naya Raipur" near the present day Capital City of Raipur for the State Capital functions supported by all other function required for sustainable city such as physical and social infrastructure, residential, institutional commercial and industrial developments.

Naya Raipur Development Authority (NRDA) is a special area development authority established by GoCG under the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973 for development and administration of Naya Raipur.

NRDA is developing Naya Raipur as per the provision of the "Naya Raipur Development Plan - 2031". As a part of development, plots / parcels of land are being allotted for different uses including those for Speciality hospitals under the provisions of "Chhattisgarh Vishesh Kshetra (Achal Sampatti ka Vyayan) Niyam, 2008." The development and construction on the land shall be governed by the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973, Naya Raipur Development Plan 2031 and "Chhattisgarh Bhumi Vikas Niyam 1984" as applicable from time to time

## DISCLAIMER

- I. The tender document contains two volumes

<b>Volume -I</b>	<b>Notice Inviting Tenders</b>
<b>Volume -II</b>	<b>Draft Agreement</b>

- II. The information contained in the Tender document or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the NRDA or any of their employees or advisers, is provided to Tenderers on the terms and conditions set out in this Tender Document and such other terms and conditions subject to which such information is provided.
- III. Though adequate care has been taken in the preparation of this Tender Document, the Tenderer should satisfy himself that the Document is complete in all respects. Intimation of discrepancy, if any, should be given to the Chief Executive Office, Naya Raipur Development NRDA (NRDA) immediately before the tender due date. If no intimation is received by the NRDA within the date, it shall be deemed that the Tender is satisfied that the Document is complete in all respects.
- IV. The Tender Document is not an agreement and is neither an offer nor invitation by the NRDA to the prospective Tenderers or any other person. The purpose of the Tender Document is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this Tender Document. The Tender Document includes statements, which reflect various assumptions and assessments arrived at by the NRDA in relation to the Tender. Such assumptions, assessments and statements do not purport to contain all the information that each Tenderer may require. The Tender Document may not be appropriate for all persons, and it is not possible for the NRDA, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses the Tender Document. The assumptions, assessments, statements and information contained in the Tender Document, may not be complete, accurate, adequate or correct. Each Tenderer should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in the Tender Document and obtain independent advice from appropriate sources.
- V. Information provided in the Tender Document to the Tenderers is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The NRDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- VI. The NRDA, its employees and advisers make no representation or warranty and shall have no liability to any person including any Tenderer under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the Tender Document or otherwise,

- including the accuracy, adequacy, correctness, reliability or completeness of the Tender Document and any assessment, assumption, statement or information contained therein or deemed to form part of the Tender Document or arising in any way in this Selection Process.
- VII. The NRDA also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Tenderer upon the statements contained in the Tender Document.
- VIII. The NRDA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in the Tender Document.
- IX. The issue of this Tender Document does not imply that the NRDA is bound to select a Tenderer or to appoint the Successful Tenderer / Technical Consultant, as the case may be, for the Consultancy and the NRDA reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.
- X. The Tenderer shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the NRDA or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Tenderer and the NRDA shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Tenderer in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process

**NOTICE INVITING TENDER**

For

**Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur**

1. Sealed tenders are invited for allotment of Plot for development of a Club House in the Sector-30 on License Basis, Naya Raipur. As per Minimum Eligibility Criteria given in **Schedule “F”, Part – “B”**

The details of Plot are as follows –

1.	Plot Size	6362 Sq.m.
2	Reserved Land Premium Per Sqm	Rs 1582 per Sq.m
3	Location	Sector 30
4	Land Use	Recreational
5	Type of Development	Club House
6	Permissible FAR	0.60
7	Ground Coverage (%)	60%
8	Maximum Height (mts)	8 Mtrs

2. NRDA invites Applications on the basis of the NRDA invites TENDERS for **Upfront premium rate** .The details are as per **“Schedule-F, Part-A”**

3. *The important dates are given below:*

Last Date of receipt of tenders	28/10/2014 upto 3:00 P.M
Date of opening of Technical Proposal	28/10/2014 at 3:30 P.M
Date of opening of Financial Proposal	To be intimated

4. The site plan along with the broad development control parameters is attached at **“Schedule-F, Part-C”**
5. Development, Operation and maintenance Obligations (Essential Facilities): The Applicant shall fulfill the Obligations as per “Schedule-F Part-D”.
6. **Earnest Money Deposit (EMD)**
- (a) The Proposal shall necessarily be accompanied by **Earnest Money Deposit** for an amount of **“Schedule-F, Part-E”** and refundable in the form of a Demand Draft **in favour of Chief Executive Officer, Naya Raipur Development Authority**, on any scheduled bank payable at Raipur or in form BG as per Appendix – II
- (b) Tender response without EMD shall be summarily rejected.
- (c) If the proposal is not accepted the amount of EMD shall be refunded but no interest on it shall be payable. Or in form BG as per **Appendix- II**
- (d) EMD of the unsuccessful tenderer shall be returned within a period of two (2) weeks from the date of acceptance of the allotment to the Successful Applicant. EMD submitted by the Successful Applicant shall be adjusted in the premium of the land.
- (e) EMD shall be forfeited in the following cases:
- I. if any information or document furnished by the applicants turns out to be misleading or untrue in any material respect; and
  - II. if the successful applicants fails to deposit the amount of the premium within the stipulated time or any extension thereof granted by NRDA.

7. **Validity of Application** – The validity of the application shall be as per “**Schedule “F” Part E**” date and in the event of the applicant withdrawing the application in the validity period, for any reason whatsoever, earnest money deposited with the application shall be forfeited and appropriated by the NRDA.
8. **General**
- i. Government of Chhattisgarh (GoCG) decided to develop a City named "Naya Raipur" near the City of Raipur for the State Capital functions supported by all other function required for sustainable city such as physical and social infrastructure, residential, institutional commercial and industrial developments.
  - ii. Naya Raipur Development NRDA (NRDA) is a Special Area Development NRDA established by GoCG under the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973 for the planning development and administration of Naya Raipur.
  - iii. NRDA is developing Naya Raipur as per the provision of the "Naya Raipur Development Plan - 2031". As a part of development, plots / parcels of land are being allotted for different uses including those for Speciality hospitals under the provisions of "Chhattisgarh Vishesh Kshetra (Achal Sampatti ka Vyayan) Niyam, 2008." The development and construction on the land shall be governed by the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973, Naya Raipur Development Plan 2031 and "Chhattisgarh Bhumi Vikas Niyam 1984" as applicable from time to time.”).
  - iv. The provisions in the Naya Raipur Development Plan 2031 including the Development Control Regulation therein are mandatory for any land development or building activity in Naya Raipur. For any other provisions required for Land development/ building activity, the "Chhattisgarh Bhumi Vikas Rules 1984" and National B code shall be applicable.
9. **Payment of Premium & Schedule-**
- (a) After approval of the tender with or without negotiation, as the case may be a Notice of Award (NoA) shall be issued.
  - (b) The successful tenderer shall deposit premium as per “**Schedule F Part B**” along with taxes as applicable within **90 (Ninety)** days of issue of the Notice of Award (NoA), failing which the NoA shall be annulled and the earnest money shall be forfeited and appropriated by NRDA.. ***The Lease deed shall only be executed after the Complete payment of Land premium and completion of 50% of Built up Area.***
  - (c) The payment schedule of the land Premium shall be as per "**Schedule-F, Part-B**".
10. **Minimum Eligibility Criteria - As per “Schedule-F, Part-B”**
- (a) Tender(s) for ‘**Highest Land Premium**’ shall be considered. Tender of less land premium than the Reserve Land Premium shall be summarily rejected. The rate of reserve land Premium of the plot is **Rs 1582 per Sq.mtr.** The tender for the highest amount of premium may be accepted after negotiation if deemed fit. The tenderer whose tender is accepted shall be declared the "**Successful Bidder**".
  - (b) If any tender is not found suitable, all the tenders shall be rejected and fresh tenders will be invited, provided that instead of inviting fresh tender, the Chief Executive Officer with the prior approval of the Authority, may call the highest tenderer or all the tenderers for negotiation on the place, date and time fixed there for, after written intimation. Sealed proposals may be obtained after negotiation and shall be opened in the presence of the participants who wish to remain present. Provided that the negotiation will be called with an objective to derive common conditions and/or for enhancement of highest tender rate only
11. **Condition of Lease**
- The land will be allotted on License to the allottee till the complete land premium is paid & completion certificate for completed building work is issued to the allottee. During such License period the allottee has to pay the annual license fees of 0.25% of the total land premium. On Payment of full land premium the land shall be Transferred on lease in favour of “**Successful bidder**” for a period of 30 (Thirty) years. which shall be renewed for each term of 30 (Thirty) years, for two such terms subject to an increase of maximum Hundred percent of the annual lease rent prevailing at that time for each renewal, as decided by the Authority. During the lease period **Annual lease rent @ 2%** of accepted premium shall be payable on the property and shall be deposited in the treasury of the Authority in advance by the allottee on the first date of April every year.

- 12. Tender Cost & submission Format :** The tenders are to be submitted in the prescribed form which can be purchased from the office of NRDA / directly downloaded from website <http://nayaraipur.gov.in>. The cost of Tender document shall be as per “**Schedule-F , Part-F**” (non refundable). The Tender will be submitted in **Single Envelopes "A"**. The Tenderer is required to provide all the information/document as per prescribed Tender format. NRDA shall consider only those Tenders that are received within the time and in the prescribed format and are complete in all respects. The Tender shall comprise the following:
- a. **Envelope “A”** - It will contain **Envelop “B” & Envelop “C”**
  - b. **Envelope “B”** - It will contain
  - c. The Bank Draft for EMD payable to the Chief Executive Officer, Naya Raipur Development Authority in any Nationalised /Scheduled Bank at Raipur or Bank Guarantee as per **Appendix-II**.
  - d. The Xerox copy of receipt of purchase of tender document from NRDA. In case the tender document is downloaded from website the Cost of Tender shall be submitted in the form Demand Draft as per “**Schedule-F, Part-F**” (Non Refundable)
  - e. Power of Attorney set out in **APPENDIX-III**.
  - f. Documents in support of eligibility criteria as per “**Schedule-F Part-B**”
  - g. whole Tender document (**Volume-I & II**) Duly signed
  - h. **Envelope “C”** - It will contain **Financial Proposal**
- 13. Sealing and Marking of Proposal**
- i. The tender shall be typed or written in indelible ink and each page shall be initialed by the authorized signatory having Power of Attorney. All the alterations, omissions, additions, or any other amendments made to the tender shall also be initialed by the person(s) signing the tender.
  - ii. Each of the envelopes, both outer and inner, must be super scribed with the following information:
    - a. Name of Tenderer
    - b. person and phone numbers
    - c. Name and Address of Tender Due Date
    - d. Contact
  - iii. All envelopes shall be addressed to:

**Chief Executive Officer  
Naya Raipur Development Authority Utility Block,  
Capitol Complex, Sector -19, Mantralaya,  
Naya Raipur - 492002 (C.G.)  
Phone: (0771) – 2511500  
Fax: (0771) – 2511400  
e-mail: - ceo@nayaraipur.com**
- 14. Opening of application & Allotment Procedure:** The Chief Executive Officer or any Officer authorised by him, will open the applications. The officers competent to dispose of the applications shall have right of rejecting all or any of the applications.
- 15. Selection of Successful Bidder :**
- i. Bidder shall be rank H1, H2, H3 etc. In decreasing order of their financial proposal. The selection will be made on the basis of **highest premium rate per square meter** quoted by the bidder. Bidder shall submit only one proposal for one plot. More than one proposal for the same plot shall disqualify the applicant.
- 16. The important application dates shall be as per “Schedule-F Part “G”**
- 17. Rights of the Chief Executive Officer-**
- (a) The applications that are found responsive in terms of the application document shall only be considered. The Chief Executive Officer, NRDA reserves the right to call for clarification or additional document as deemed fit.
  - (b) The NRDA reserves the right to reject any or all application without assigning any reasons what so ever. NRDA may, in its absolute discretion, but without being under any obligation to do so, update, amend, modify

or supplement the information in this document by uploading in its website [www.nayaraipur.gov.in](http://www.nayaraipur.gov.in) and which shall not be published in newspaper/s.

**18. Cancellation of Application**

The NRDA reserves the right to reject any or all Tender without assigning any reasons what so ever. NRDA may, in its absolute discretion, but without being under any obligation to do so, update, amend, modify or supplement the information in this document by uploading in its website <http://nayaraipur.gov.in> and which shall not be published in newspaper/s

- a. During the stage before issue of NoA (Notice of Award) -The cancellation shall be governed by clause 7 of the application.
- b. During the stage after issue of NoA - The cancellation shall be governed by clause 9 of the application.
- c. During the stage after the execution of agreement - The cancellation shall be governed as per Draft Agreement.

**19. Details of Project as per Schedule-F :**

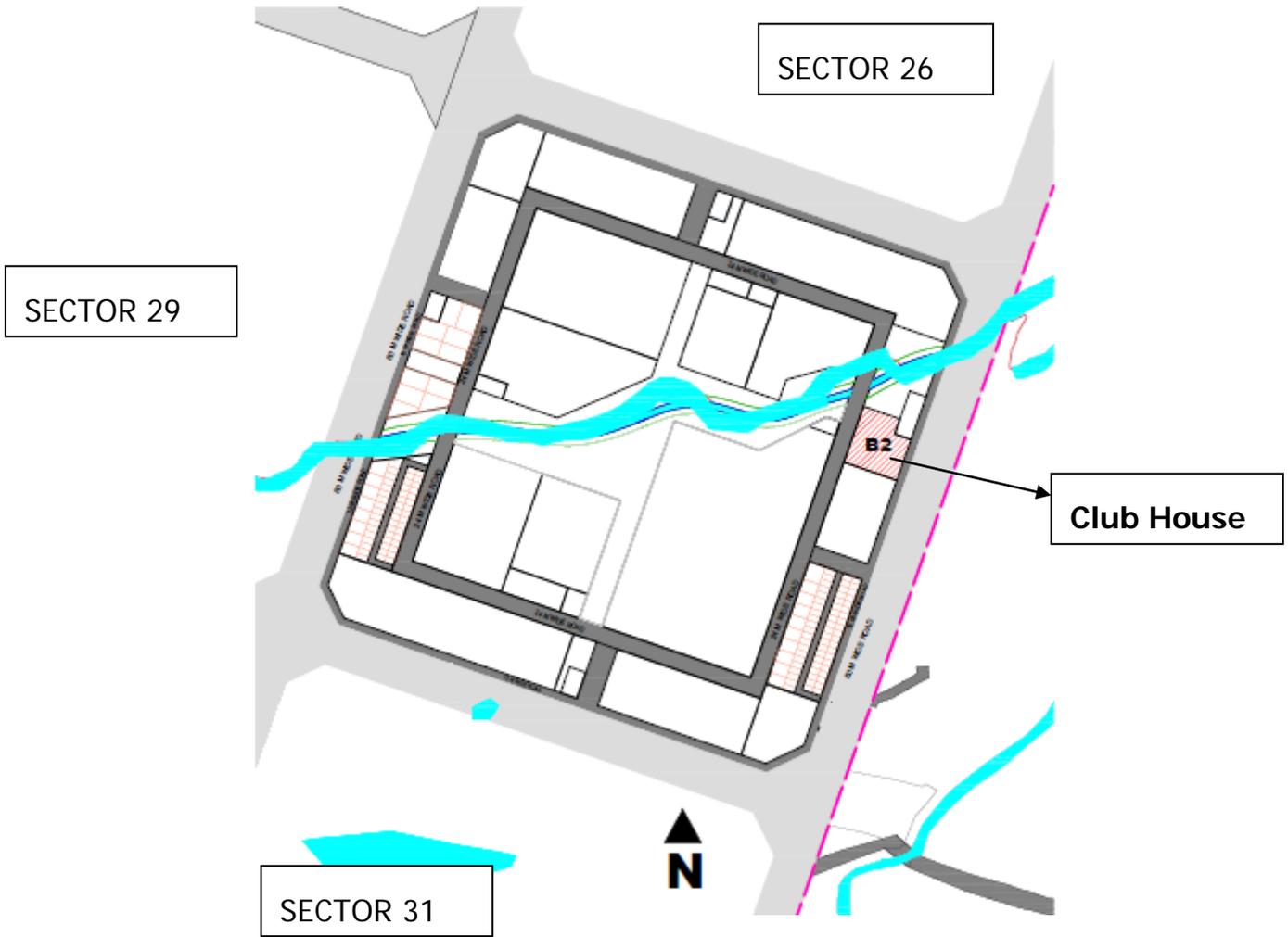
- **Part-A** – “Details of Project ”,
- **Part-B** - “Minimum Eligibility Criteria“ & “Payment Conditions “,
- **Part-C** - “Site plan along with the broad development control parameters”
- **Part-D** - “Development, Operation & Maintenance Obligations”
- **Part-E** - “Earnest Money Deposit“ (EMD), “Validity of Tender“,
- **Part-F** - “Cost of Document” ,
- **Part-G** - “Dates of Tender

**20. DRAFT AGREEMENT – (Volume -II)**

**Chief Executive Officer  
Naya Raipur Development Authority  
Raipur (C.G.)**

## Schedule – “F”

**Schedule-F, Part-A- Particulars of the Plot**



**Detail**

Particulars	Area	Reserved Land Premium per Sq.m
CLUB HOUSE	6362 Sq.Mt	1582 per sq.mt

**Schedule-F, Part-C- The broad development control parameters**

S.No.	Development Control	PARAMETER
1	Type of Development	CLUB HOUSE
2.	Plot area	6362 Sq.m.
3.	Land Use	Recreational
4.	Maximum Ground Coverage	60%
5.	Maximum FAR	0.60
6.	Maximum Height	8 Mtrs

**Indicative Components of Club House:**

The following facilities are permissible

- I. Reception/Lobby
- II. Swimming Pool
- III. Lawn Tennis
- IV. Squash Courts
- V. Basket Ball Court
- VI. Badminton Court
- VII. Table Tennis
- VIII. Billiards
- IX. Cards and Chess Room
- X. Gymnasium
- XI. Yoga and Aerobics Studio
- XII. Spa and Salon
- XIII. Lounge & Restaurants
- XIV. Pool Side cafe
- XV. Banquet Facility
- XVI. Conference Facility
- XVII. Library
- XVIII. Toilets(separate for Gents and Ladies)
- XIX. Landscaping
- XX. Parking Area

**Schedule-F, Part-B - Minimum Eligibility Criteria & Payment Conditions**

Any individual, proprietor or partnership firm, private or public limited company registered in India, having following experience and eligibility can submit tender – (Form-I Attach)

- A. Experience of Operation & Management of a club house, guest house, hotel with lodging and boarding for last three years **(i.e. 2011-12, 2012-13, 2013-14)**.
- B. Networth of the company shall be atleast **Rs 1 Crore** for the Financial Year **2013-14**
  - (i) **(Form-IV)** In case of tender by **a company**, its Board resolution, authorizing the applicant to sign on behalf of the company should be attached along with the following documents -
    - a) list of directors duly certified by the Statutory Auditor/ Chartered Accountant
    - b) list of share holders with number of allotted shares duly certified by the Statutory Auditor/ Chartered Accountant
    - c) copy of its Memorandum and Article of Association
  - (ii) **(Form-IV)** In case of a tender by a **partnership firm** all the partners are required to sign the tender document and the enclosures. In case the documents mentioned above are not signed by all the partners but signed by only one partner, necessary authorization letter from all the other partners should be enclosed. The following documents should be enclosed:
    - a) Certified copy of duly registered partnership deed
    - b) Certified copy of Certificate issued by the Registrar of firms
- (iii) **The applicant should have Minimum Net worth as mentioned in “C” above (details to be provided as per Form-V):**

## Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur

- For Company: Net Worth = (Subscribed and Paid-up Capital + Reserves) - (Revaluation reserves + Miscellaneous expenditure not written off + Intangible assets + accumulated losses)
- For Partnership Firm: Net Worth = Aggregate of partners' capital account + Reserves - Aggregate of drawings by partners - Aggregate of advances to partners
- For Proprietorship firm: Net Worth = Total Assets – Total Liability

The definition of 'Paid-up Capital', 'Reserves', 'Intangible assets', 'Accumulated losses', 'PAT' and 'Depreciation' shall be as per the accounting code of the India

(iv) Brief Project Concept as per **Format V**

### Payment Conditions:

S. No	Payment as % of Development Premium	Payment Schedule
1.	25% of the accepted Development Premium (less the amount of EMD if the EMD has been deposited in the form of Bank Draft)	within 90 (Ninety) days of issue of the Notice of Award (NoA)
2.	25% (Twenty Five percent) of Development Premium + 7% simple interest on total Balance Premium	Before 30 days of completion of Second Anniversary of the NoA
3.	25% (Twenty Five percent) of Development Premium + 7% simple interest on total Balance Premium	Before 30 days of completion of Third Anniversary of the NoA
4.	25% (Twenty Five percent) of Development premium + 7% simple interest on total Balance Premium	Before 60 days of completion of Fourth Anniversary of the NoA

### Schedule-F, Part-D - Minimum Development Obligations:

#### Development Period & Milestones:

50% of the permissible built-up area to be constructed within 4 years from issue of Notice of Allotment.

Note: However the Lease deed shall only be executed after the Complete payment of Land premium and completion 50% of Built up Area.

### Schedule-F, Part-E- Earnest Money Deposit (EMD)

1. *Rs 10.00 Lakhs in the form of DD or in the form of BG (As per Appendix-III)*
2. *Validity of Tender : 120 days*
3. *Validity of BG : Validity of Tender + 60 days*

### Schedule-F, Part-F- Cost of application Document

*Rs 5,000/ in the form of DD favoring “Naya Raipur Development Authority”, payable at Raipur.*

### Schedule-F, Part-G- Important Dates

Date call of tender	29/09/2014
Last Date of submission of Tender Response	28/10/2014 upto 3:00 P.M
Date of opening of Bid	28/10/2014 at 3:30 P.M

**Letter of Proposal for Tender for Allotment of Plot –B2, Sector 30 for development of Club House,  
Naya Raipur**

**(To be kept in Envelope - On Applicants letter head)**

Dated:

To,

The Chief Executive Officer,  
Naya Raipur Development Authority  
Capital Complex, Sector-19  
Naya Raipur - 492002

Sub: **Letter of Proposal for Tender for Allotment of Plot –B2, Sector 30 for development of Club House,  
Naya Raipur**

Dear Sir,

1. With reference to your application document dated \_\_\_\_\_, I/we, having examined the Proposal Documents and understood their contents, hereby submit my/our Proposal for the aforesaid Project. The Proposal is unconditional and unqualified.
2. All information provided in by me are true and correct. I undertake and confirm that, if any information is found to be false / misrepresented comes to the notice of NRDA at any stage, then it may take suitable action against as deemed fit by the NRDA. In such case the EMD or BG, if any shall stand forfeited and will have no claim whatsoever.
3. I/ We acknowledge the right of the Authority to cancel the application process at any time or to reject any Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
4. I declare that:  
I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the NIT document, in respect of any application or request for application issued by or any agreement entered into with the NRDA or any other public sector enterprise or any government, Central or State; department and
5. I/ We shall make available to the NRDA any additional information it may find necessary or require to supplement or authenticate the application.
6. I certify that in the last three years, I have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. I/ We declare that we are not a Member or partner of a/ any other firm submitting a application for the Project.
8. In the event of my being declared as the successful Applicant, I agree to enter into an Agreement in accordance with the draft as attached in annexure that has been provided prior to the application Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same
9. The **Reserve Land premium** has been mentioned at schedule F Part A
10. I agree to keep this offer valid for "**Schedule F, Part-E**" days from the **application Due Date specified in the application.**
11. I further certify that in regard to matters relating to Proposal and integrity of the country, I have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
12. I further certify that no investigation by a regulatory authority is pending against me.
13. The Bid security (EMD), and cost of application is attached as per the "**Schedule F, Part-E & Part-F**"
14. I agree and undertake to abide by all the terms and conditions of the application document.
15. In case my application is not accepted then my EMD submitted in the form of  
(a) DD:- may kindly be sent to my bank directly, details are given below:-
  1. Name as per Bank record :
  2. Account NO :
  3. IFCS code :
  4. Bank Name and address :

OR

(b) Bank Guarantee: - may be returned to the Address given below :-

16. For tenderers who have **downloaded the documents directly from website**—I am enclosing the declaration (Annexure – I) along with application cost in the form of DD as “**Schedule F, Part F**”.

I submit Proposal under and in accordance with the terms of the application

Date: (Signature of the applicant)

Place: Name and seal of Applicant

**Enclosure :-**

1. Cash receipt of application sale (in case of Downloaded Application, Application cost in form of DD along with **Appendix-I**).
2. EMD in form of DD or BG (**As per Appendix II**).
3. Power of Attorney (**Appendix-III**).
4. All forms asked in the Eligibility Criteria as per “**Schedule-F, Part-B**”
5. Application document with Draft Agreement duly signed.

**IMPORTANT INSTRUCTIONS TO PARTIES WHO HAVE DOWNLOADED THE APPLICATION DOCUMENT FROM WEB**

The Parties who have down loaded the Applications from the web, should read the following important instructions carefully before actually quoting the rates and submitting the application documents:-

1. The Parties should see carefully and ensure that the complete application document as per the index given.
2. The printout of application document should be taken on A4 paper only and the printer settings etc are such that document is printed as appearing in the web and there is no change in formatting, number of pages etc.
3. The Parties should ensure that no page in the down loaded application document is missing.
4. The Parties should ensure that all pages in the down loaded application document are legible and clear and are printed on a good quality paper.
5. The Parties should ensure that every page of the downloaded application document is signed by Parties with stamp (seal).
6. The Parties should ensure that the down loaded application document is properly bound and sealed before submitting the same.
7. The Parties shall furnish a declaration to this effect that no addition/ deletion/corrections have been made in the application document submitted and it is identical to the application document appearing on Web site.
8. The Parties should read carefully and sign the declaration given on the next page before submitting the application.
9. The cost of tender shall be submitted along with the EMD as detailed in NIT.

**CEO, NRDA**

**(Appendix-I)**

**Declaration for Downloaded Application**

(TO BE GIVEN BY THE Parties WHO HAVE DOWNLOADED THE APPLICATION DOCUMENT FROM THE WEBSITE)

It is to certify that:

- 1 I / We have submitted the Applications in the Performa as downloaded directly from the Website and there is no change in formatting, page numbering etc.
- 2 I / We have submitted application documents which are same / identical as available in the website.
- 3 I / We have not made any modifications / corrections / additions /deletions etc. in the application documents Downloaded from web by me / us.
- 4 I / We have checked that no page is missing and all pages as per the index are available & that all pages of application document submitted by us are clear and legible.
- 5 I / We have signed (with stamp) all the pages of the application document before submitting the same.
- 6 I / We have sealed the application documents by Wax /Adhesive tape properly before submitting the same.
- 7 I / We have submitted the cost of application along with the EMD and all Credentials.
- 8 I / We have read carefully and understood the important instructions to all tenderers who have downloaded the Applications from the web.
- 9 In case at any stage later, it is found that there is difference in my/our downloaded application documents from the original, NRDA shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.
- 10 In case at any stage later, it is found that there is difference in my/our downloaded application documents from the original, the application / work will be cancelled and Earnest Money / Performance guarantee/ Security Deposit will be forfeited at any stage whenever it is so noticed. NRDA will not pay any damages to me / us on this account.

Dated.....

(Parties)

(SIGN WITH SEAL)

ADDRESS: .. \*\* .....

PHONE NOS.: .. \*\* .....

Mobile..... \*\* .....

(Appendix II)

Format of Bank Guarantee for Earnest Money Deposit (EMD)

B.G. No.

Dated:

1. In consideration of you, Chief Executive Officer, Naya Raipur Development Authority, having its office at Capitol Complex, Sector-19, Naya Raipur – 492002, Chhattisgarh (hereinafter referred to as the “NRDA”, which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns) having agreed to receive the Tender of and having its office at \_\_\_\_\_ and acting on behalf of the Tendered (hereinafter referred to as the “Tenderer” which expression shall unless it be repugnant to the subject or context thereof include its/their executors administrators, successors and assigns), -----, Naya Raipur (hereinafter referred to as “the Project”) pursuant to the Tender Document no. ----- issued in respect of the Project and other related documents (hereinafter collectively referred to as “Tender Documents”), we [*Name of the Bank*] having our registered office at and one of its branches at (hereinafter referred to as the “Bank”), at the request of the Tenderer, do hereby in terms of the Tenderer Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfillment and compliance of the terms and conditions of the NIT Document by the said Tenderer and unconditionally and irrevocably undertake to pay forthwith to NRDA an amount of Rs \_\_\_\_\_ /- (Indian Rupees only) as Earnest Money Deposit (hereinafter referred to as the “Earnest Money Deposit”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Tenderer if the Tenderer shall fail to fulfill or comply with all or any of the terms and conditions contained in the said Tender Documents.
2. Any such written demand made by NRDA stating that the Tenderer is in default of the due and faithful fulfillment and compliance with the terms and conditions contained in the Tender Documents shall be final, conclusive and binding on the Bank.
3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Tenderer or any other person and irrespective of whether the claim of NRDA is disputed by the Tenderer or not merely on the first demand from NRDA stating that the amount claimed is due to NRDA by reason of failure of the Tenderer to fulfill and comply with the terms and conditions contained in the Tender Documents including failure of the said Tenderer to keep its Tender open during the Tender validity period as set forth in the said Tender Documents for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_(Indian Rupees only).
4. This Guarantee shall be irrevocable and remain in full force for a period of 240 (Two hundred and forty) days from the Tender Due Date or for such extended period as may be mutually agreed between NRDA and the Tenderer, and agreed to by the Bank, and shall continue to be enforceable till all amounts under this Guarantee have been paid.
5. We, the Bank, further agree that NRDA shall be the sole judge to decide as to whether the Tenderer is in default of due and faithful fulfillment and compliance with the terms and conditions contained in the Tender Documents including, inter alia, the failure of the Tenderer to keep its Tender open during the Tender validity period set forth in the said Tender Documents, and the decision of NRDA that the Tenderer is in default as aforesaid shall be final and binding on us, notwithstanding any differences between NRDA and the Tenderer or any dispute pending before any Court, Tribunal, Arbitrator or any other Authority.
6. The Guarantee shall not be affected by any change in the constitution or winding up of the Tenderer or the Bank or any absorption, merger or amalgamation of the Tenderer or the Bank with any other person.
7. In order to give full effect to this Guarantee, NRDA shall be entitled to treat the Bank as the principal debtor. NRDA shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said Tender Documents or to extend time for submission of the Tenders or the Tender validity period or the period for conveying acceptance of Letter of Award by the Tenderer or the period for fulfillment and compliance with all or any of

the terms and conditions contained in the said Tender Documents by the said Tenderer or to postpone for any time and from time to time any of the powers exercisable by it against the said Tenderer and either to enforce or forbear from enforcing any of the terms and conditions contained in the said Tender Documents or the securities available to NRDA, and the Bank shall not be released from its liability under these presents by any exercise by NRDA of the liberty with reference to the matters aforesaid or by reason of time being given to the said Tenderer or any other forbearance, act or omission on the part of NRDA or any indulgence by NRDA to the said Tenderer or by any change in the constitution of NRDA or its absorption, merger or amalgamation with any other body or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.

8. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
9. We undertake to make the payment on receipt of your notice of claim on us addressed to [name of Bank along with branch address] and delivered at our above branch who shall be deemed to have been duly authorized to receive the said notice of claim.
10. It shall not be necessary for NRDA to proceed against the said Tenderer before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which NRDA may have obtained from the said Tenderer or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealized.
11. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of NRDA in writing.
12. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for and on behalf of the Bank.
- 13. The Bank Guarantee number \_\_\_\_\_, dated \_\_\_\_\_ shall be operative at Raipur and if invoked, be encashable at \_\_\_\_\_(name of bank and its branch in Raipur and branch code\_\_\_\_\_).**

Signed and Delivered by \_\_\_\_\_ Bank

By the hand of Mr./Ms \_\_\_\_\_, its \_\_\_\_\_ and authorized official.

(Signature of the Authorised Signatory)

(Official Seal)

(Appendix-III)

**POWER OF ATTORNEY FOR SIGNING OF PROPOSAL**

Know all men by these presents, We, \_\_\_\_\_ (name of the Religious Charitable trusts, Societies, company and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. / Ms -----(Name), son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is [presently employed with us/ and holding the position of \_\_\_\_\_], as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for **Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur** by the Naya Raipur Development Authority (Client) (the "**Authority**") including but not limited to signing and submission of all applications, Proposal and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Contract Agreement and undertakings consequent to acceptance of our Bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our proposal for the said Project and/or upon award thereof to us and/or till the entering into of the Contract Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014

For \_\_\_\_\_

(Signature)

(Name, Title and Address)

Witnesses:

1

2.

Accepted [Notarised]

(Signature)

(Name, Title and Address of the Attorney)

Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the Consultant should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Consultant.

***For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney.***

FORM NO. – 1

Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur

PARTICULARS OF THE TENDERER

1.	Name of Entity	
2.	Status( Individual/Proprietor/Partnership/Private Ltd./Public Ltd.)	
3.	Address of Registered head office	Address with Pin code
		Phone no.
		Fax no.
		E-Mail -
		Website -
4.	Particulars	1. Name of Act under which registered
		2. Registration no. date and place
		3. Area/jurisdiction of operation as per registration
		4. Main Objective (Please quote section/clause no. of relevant document)
5.	Name and address of Directors (Please use separate sheet):	

**Note:** - Please attach notarised copies of documents as specified in Schedule F, Part B, Point B.

**Signature of Authority Signatory & Seal**

FORM NO. – 2

Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur

FINANCIAL REPORT

1. Name of Applicant:

2. PAN/TAN no.

1. Evidence of Financial capacity to implement the Project (Rs. in lacs):

Please attach copies of the relevant documents such as audited balance sheet for the last 3 years, certified by a Chartered Accountant, IT returns in last 3 years certified by CA copies of bank statements, investments, reserve fund, financial tie ups, donations etc.

**Signature of Authority Signatory & Seal**

FORM NO. – 3

Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur

PROJECT EXPERIENCE (REFER SCHEDULE F, PART B)

<b>Name of the Project</b>	
<b>Project Cost(in Rs)</b>	
<b>Location</b>	
<b>Total Area (sq.ft.)</b>	
<b>Total Built Up Area of the Project(Sq.ft)</b>	
<b>Current Status of the Project</b>	
<b>Number of Years of Operation and Management of the Project</b>	

**Note:-** Please use separate sheet for each Project

**Signature of Authority Signatory & Seal**

**The above format should be supported by the following documents**

- a) Project Completion Certificate from the Govt. Authority
- b) In Case of Club, whose experience is considered for fulfilling eligibility criteria, Certificate from the Secretary/President of the Club stating that the club has been successfully operated and managed by the bidder in the last 3 years.
- c) In case of Guest House or Hotel whose experience is considered for fulfilling eligibility criteria , Certificate of approval from Dept. Of Tourism still valid since last 3 years.
- d) In case the Bidder is just an operator and manager of the Guest House or Hotel and is not the owner, a Certificate from the Guest House or the Hotel Owner stating that the bidder is successfully operating and managing the Guest House or Hotel since last 3 years.

FORM NO. – 4

Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur

**NETWORTH CERTIFICATE (to be duly certified by a Statutory Auditor)**

Financial Year	Networth (In INR)
2013-14	

Signature if Bidder:

Signature & membership no. of CA/Statutory Auditor

Date:

Date:

**Note: Submit Copy of Audited Accounts/balance sheets for F.Y 2013-14**

**Note:**

- For Company: Net Worth = (Subscribed and Paid-up Capital + Reserves) - (Revaluation reserves + Miscellaneous expenditure not written off + Intangible assets + accumulated losses)
  - For Partnership Firm: Net Worth = Aggregate of partners' capital account + Reserves - Aggregate of drawings by partners - Aggregate of advances to partners
  - For Proprietorship firm: Net Worth = Total Assets – Total Liability
- The definition of 'Paid-up Capital', 'Reserves', 'Intangible assets', 'Accumulated losses', 'PAT' and 'Depreciation' shall be as per the accounting code of the India

**FORM NO. – 5**

**Tender for Allotment of Plot –B2, Sector 30 for development of Club House, Naya Raipur**

**BRIEF PROJECT CONCEPT**

1. Name of Applicant

--

2. Brief Report about the proposed Project at Naya Raipur - it should include:

- i. Facilities proposed under the Project,
- ii. Built up area of proposed construction

3. Proposed time line for implementation of entire project giving details as to how the area of plot & admissible FAR will be utilized.

4. Details of parking facilities.

5. Any other relevant information that the Tenderer would like to give.

FORM -6

FORMAT FOR FINANCIAL PROPOSAL

Tender for Allotment of Plot-B2, Sector 30 for Development of Club House, Naya Raipur

1. I Shri/Smt/Ms \_\_\_\_\_ S/D/W/o \_\_\_\_\_ duly authorised by \_\_\_\_\_ Individual/ Proprietor/ Partnership Firm/ Private / Public Limited Company to submit this Tender, here by submit the Tender in the form of the premium rate per sqm specified in the table below for Allotment of Plot-B2, Sector 30 for Development of Club House, Naya Raipur

Particulars	Area of plot (in Sq.m)	Tendered premium rate per Sq.m	
		Rs. In Figure	Rs. In Words
Allotment of Plot-B2, Sector 30 for Development of Club House, Naya Raipur	6362 Sq.m		

2. Should this Tender be accepted, I/We hereby agree to abide by and fulfill all terms and provisions of the said condition of the allotment set forth in the Tender document or in default, thereof to forfeit earnest money & pay to the NRDA the sums of money mentioned in the said condition.
3. A separate sealed **Envelope 'B'** duly super scribed containing in the form as **Earnest money** the full value of which is to be absolutely forfeited to the NRDA without prejudice to any other rights or remedies of the NRDA should I/We fail to deposit the balance amount of premium and tax as applicable, if any, within 90 (Ninety) days of the of issue of Notice of Acceptance or to execute the Agreement within the time specified in the tender document notice.

**Signature of Witness**

Dated - / /2014

**Signature of the Authorised Signatory**

Dated - / /2014

Name:

Address of the Witness

Occupation of the Witness