

**INVITATION OF QUOTATION FOR RESIDENTIAL ACCOMMODATION ON LEASE BASIS TO
COCHIN SPECIAL ECONOMIC AUTHORITY**

The Cochin Special Economic Zone Authority is functioning under the Ministry of Commerce & Industry. CSEZ authority requires a residential accommodation on lease basis for a minimum period of 11 months. This may be renewed for further period on mutually agreed terms and conditions. Offers are invited from interested persons/firms/companies subject to the conditions as under:

1. The accommodation should have a carpet area of about 1791.00 sq ft (+/- 10%) preferably in a gated community (villa) , with the following features /amenities .This is as per the CPWD norms.
 - a. Electricity connection with adequate electrical fixtures and power back up with provision for installation of independent meter/sub-meter.
 - b. Water supply,
 - c. Toilet facility.
 - d. Sufficient parking space.
 - e. Adequate security arrangements.
2. The residential accommodation should preferably be near Kakkanad, vazhakala Civil Station, Vennala, Infopark.
3. The interested parties should send their proposal in a sealed cover super-scribing “Quotation for Accommodation “to the CSEZ Authority” latest by 25th June,2014 and same shall be opened on 26th June,2014 in presence of authorized representatives of the interested parties.
4. The proposal should be submitted in to envelopes. The first envelop should contain the “Technical Bid” consisting of technical parameters like design parameters, the second envelope should be super-scribed as “Financial Bid” contain the commercial aspects such **lease amount proposed to be charged on monthly basis for a period of 11 months and other financial terms and conditions.** You may quote the rent on monthly basis. The proposed increase in monthly rent may also be quoted, if the accommodation is renewed beyond 11 months. Both the envelopes should be placed in one envelope super-scribed as “Offer for Residential Accommodation on lease basis. “
5. The security deposit,if any required for the furniture provided may also be mentioned.
- 5 The Technical bid should be submitted in the following format:

S No	Subject	Particulars
1.	Ownership of the land and the building thereon	
2.	Location and address of the offered accommodation	
3.	Distance form Kakkanad.	
4.	Land Area (Sq.ft)	
5.	Super area (in sft)	
6.	Plinth area (in sft)	
7.	Carpet area (in sft)	
8.	Floor (in case of multi – storey building	
9.	Availability of number of lifts	
10.	Lay-out sketch of approved plan of the accommodation on offer	

11.	Accessibility to near by main point of transport/road/markets	
12.	Parking facilities	
13	Furnishing status with details.	
14.	Arrangement of security in place.	

6. The financial bid will inter-alia include:
- a. The expected amount of lease amount in Rupees on monthly basis . The lease amount offered should be inclusive of property tax or any other tax as well as maintenance charge required to be paid by the property owner. You may quote the advance rent amount required. i.e for maximum period of 6 months.
 - b. Expected increase in lease amount on expiry of the lease period, if the lease is renewed after 11 months.
7. **Procedure for selection**
- a. The CSEZ Authority will open the technical bids and evaluate the offers on the basis of suitability of the accommodation offered and the offers found suitable will be short listed for this purpose. CSEZ Authority is free to take help of any experts as deemed fit.
 - b. The financial bids of only those parties will be opened whose technical bids are short listed.

Sd/-
Cochin SEZ Authority

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