



**UTTAR PRADESH DRUGS & PHARMACEUTICALS CO. LTD.**  
(A Government of Uttar Pradesh Undertaking)

**REQUEST FOR QUALIFICATION (RFQ) cum REQUEST FOR  
PROPOSAL (RFP) BID DOCUMENT**

**CORRIGENDUM FOR  
HIRING OF OFFICE SPACE FOR UPDPL ON LEASE  
RENTAL BASIS AT LUCKNOW**

**Issue Date: 03/February/2017**  
**RFP Reference No.:**

**UTTAR PRADESH DRUGS & PHARMACEUTICALS CO. LTD.**  
**Managing Director, UPDPL**

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*03 February 2017*

A Corrigendum is being issued for tender “HIRING OF OFFICE SPACE FOR UPDPL ON LEASE RENTAL BASIS AT LUCKNOW” having RFP Reference No.<>, first published on 04/01/2017 on website <http://uphealth.up.nic.in/>.

The Corrigendum to the RFP published on 03/02/2017 contains the following modifications to the tender document:

#	Clause Title	Clause Ref. No.	Existing Clause			Revised Clause		
			S. No.	Description	Schedule	S. No.	Description	Schedule
1.	Part I – Notice Inviting Bid and Bid Data Sheet	1.2	3.	Cost of Bid Enquiry document	Cost of Bid Enquiry document will be non-refundable fee of <b>Rs. 10,000/- (Rupees Ten Thousand Only)</b> .	3.	Cost of Bid Enquiry document	Cost of Bid Enquiry document will be non-refundable fee of <b>Rs. 2,000/- (Rupees Two Thousand Only)</b> .
			10.	Bid Parameter(s)	Bidders with the <b>Lowest Rental Rate per Square Foot of Carpet Area Per Month</b> , inclusive of all the applicable taxes & maintenance charges but <b>exclusive of applicable Service Tax</b> among those Bidders that are technically responsive to this RFP. Charges for electricity, water and power backup to be extra and to be paid on actuals.	10.	Bid Parameter(s)	Bidders with the <b>Lowest Rental Rate per Square Foot of Carpet Area Per Month</b> , inclusive of all the applicable taxes & maintenance charges but <b>exclusive of applicable Service Tax &amp; Water Tax</b> among those Bidders that are technically responsive to this RFP.  Charges for electricity and power backup and <b>Water Tax</b> to be extra and to be paid on actuals.
2.	Part I - Instruction to Bidders - Key Requirements of the Bid	1.5.4.1.2	The bidder will submit non-refundable fee of <b>Rs 10,000</b> (Rupees Ten Thousand only) in the form of account payee Demand Draft, drawn on a scheduled bank in India, in favour of <b>Uttar Pradesh Drugs &amp; Pharmaceuticals Co. Ltd payable at Lucknow</b> . The demand draft of RFP document fees should be submitted along with bids.			The bidder will submit non-refundable fee of <b>Rs 2,000</b> (Rupees Two Thousand only) in the form of account payee Demand Draft, drawn on a scheduled bank in India, in favour of <b>Uttar Pradesh Drugs &amp; Pharmaceuticals Co. Ltd payable at Lucknow</b> . The demand draft of RFP document fees should be submitted along with bids.		

3.	Part I – Bid Scrutiny & Financial Bid Evaluation	1.5.5.12.6 & 1.6.3.3	<p>The bidder offering the lowest <b>Rental Rate per Square Foot of Carpet Area Per Month, inclusive of</b> all the applicable taxes &amp; maintenance charges, but <b>exclusive of applicable Service Tax</b>, as per the bid parameter will be the selected L-1 bidder and shall be called for further process leading to the award of the Contract.</p> <p>Charges for electricity, water and power backup to be extra and to be paid on actuals</p>	<p>The bidder offering the lowest <b>Rental Rate per Square Foot of Carpet Area Per Month</b>, inclusive of all the applicable taxes &amp; maintenance charges, but <b>exclusive of applicable Service Tax &amp; Water Tax</b>, as per the bid parameter will be the selected L-1 bidder and shall be called for further process leading to the award of the Contract.</p> <p>Charges for electricity and power backup and Water Tax to be extra and to be paid on actuals.</p>
4.	Part I- Background Information- Basic Information	1.4.1.1	<p>Nodal Authority, <b>Managing Director, UPDPL</b> invites responses (“Bids”) to this Request for Qualification cum Request for Proposals (“RFP”) from Service Providers (“Bidders”) for:</p> <p>Providing furnished/unfurnished office space on lease rental basis, preferably on a single floor, with a carpet area of approximately 10,000 square feet with all facilities including adequate power, drinking water supply, provision of central air-conditioning, fire safety and dedicated parking space for at least <b>16-20 cars &amp; 70-75 Two Wheelers</b> within a radius of 5 (five) KM of Hazratganj, Lucknow, Uttar Pradesh.</p>	<p>Nodal Authority, <b>Managing Director, UPDPL</b> invites responses (“Bids”) to this Request for Qualification cum Request for Proposals (“RFP”) from Service Providers (“Bidders”) for:</p> <p>Providing furnished/unfurnished office space on lease rental basis, preferably on a single floor, with a carpet area of approximately 10,000 square feet with all facilities including adequate power, drinking water supply, provision of central air-conditioning, fire safety and dedicated parking space for at least <b>10 -12 cars and 60-70 two wheelers with provision for extra parking space on pay and park basis</b>, within a radius of 5 (five) KM of Hazratganj, Lucknow, Uttar Pradesh.</p>
5.	Part I – Scope of Work – General Project Overview	1.8.1	<p>The Service Provider will provide furnished/ unfurnished office space on lease rental basis, preferably on a single floor, with a carpet area of approximately 10,000 square feet with all facilities including adequate power, drinking water supply, provision of central air-conditioning, fire safety and dedicated parking space for at least 16-20 cars &amp; 70-75 Two Wheelers within a radius of 5 (five) KM of Hazratganj, Lucknow, Uttar Pradesh</p>	<p>The Service Provider will provide furnished/ unfurnished office space on lease rental basis, preferably on a single floor, with a carpet area of approximately 10,000 square feet with all facilities including adequate power, drinking water supply, provision of central air-conditioning, fire safety and dedicated parking space for at least <b>10-12 cars and 60-70 two wheelers with provision for extra parking space on pay and park basis</b>, within a radius of 5 (five) KM of Hazratganj, Lucknow, Uttar Pradesh</p>

6.	Part I – Scope of Work – Work Description	1.8.2.5	Adequate space for parking should be available to park about 16-20 cars and 70-75 two wheelers.	Adequate space for parking should be available to park at least <b>10-12 cars and 60-70 two wheelers with provision for extra parking space on pay and park basis.</b>
7.	Part I – Scope of Work – Work Description	1.8.2.11	The responsibility for payment of all kind taxes such as property tax, Municipal tax etc. in connection with the property offered shall be of the Owner/Bidder and updated copies of all tax receipts should be attached with the bids. The property tax, water tax etc. levied by Local Govt. Central Govt. and maintenance of common area are to be borne by the Owner/Bidder.	The responsibility for payment of all kind taxes such as property tax, Municipal tax etc., <b>excluding water tax</b> , in connection with the property offered shall be of the Owner/Bidder and updated copies of all tax receipts should be attached with the bids. The property tax, etc. levied by Local Govt. Central Govt. and maintenance of common area are to be borne by the Owner/Bidder. <b>Water Tax, based on actuals, will be paid by UPDPL.</b>
8.	Part I – Criteria for Evaluation - Technical Qualification Criteria	1.6.1.1	The Bidder shall be a Sole Provider (Legal Entity including OPC/ Company/ Society/ Trust/ LLP/ Partnership) or a Group of Legal Entities [Maximum 3 (Three)] coming together as Consortium to implement the Project. The Lead Member in case of Consortium should have at least 51% stake of the consortium and must also have all legal liabilities. In case of a Consortium, the Lead Member shall be legally responsible and shall represent the Consortium Members in all Legal Matters. The bidder cannot be an individual or group of individuals. The bidder should be registered as a Legal Entity such as Company registered under Companies Act, Partnership Act, Societies Registration Act, Trust Act or an equivalent law applicable in the Region/State/Country. A bidder cannot bid as a sole provider as well as a partner in a consortium. In support of this, the bidder’s letter shall be submitted as per proforma in “Appendix B”.	The Bidder shall be a Sole Provider (Legal Entity including OPC/ Company/ Society/ Trust/ LLP/ Partnership <b>or an Individual</b> ) or a Group of Legal Entities or <b>Individuals</b> [Maximum 3 (Three)] coming together as Consortium to implement the Project. The Lead Member in case of Consortium should have at least 51% stake of the consortium and must also have all legal liabilities. In case of a Consortium, the Lead Member shall be legally responsible and shall represent the Consortium Members in all Legal Matters. <b>The bidder can be an individual or group of individuals.</b> In case the bidder is not an Individual or Group of Individuals, it should be registered as a Legal Entity such as Company registered under Companies Act, Partnership Act, Societies Registration Act, Trust Act or an equivalent law applicable in the Region/State/Country. A bidder cannot bid as a sole provider as well as a partner in a consortium. In support of this, the bidder’s letter shall be submitted as per proforma in “Appendix B”.
9.	Part I – Appendix B – Bidder’s	Appendix B – Para No. 3	Type of Entity: OPC/Company/Society/Trust/LLP/Partnership	Type of Entity: OPC/Company/Society/Trust/LLP/Partnership/ Individual

10.	Information	Appendix B – Para No. 6	Copy of CA Certified or Audited Financial / Account Statements for the last 3 (three) Financial Years (2013-14, 2014-15 and 2015-16) along with confirmation that the Bidder is not insolvent.	Copy of CA Certified or Audited Financial / Account Statements for the last 3 (three) Financial Years (2013-14, 2014-15 and 2015-16) along with confirmation that the Bidder is not insolvent. <b>This clause is not applicable in case Bidder is an Individual or Group of Individuals</b>
11.		Appendix B – Para No. 9	Brief write-up about the OPC/Company/Society/Trust/LLP/Partnership. (use extra sheet if necessary)	Brief write-up about the OPC/Company/Society/Trust/LLP/Partnership/ <b>Individual</b> . (use extra sheet if necessary)
12.	Part I – Instruction to Bidders - Key Requirements of the Bid	1.5.4.3.1.4.2	Copy of CA Certified or Audited Financial / Account Statements for the last 3 (three) Financial Years (2013-14, 2014-15 and 2015-16).	Copy of CA Certified or Audited Financial / Account Statements for the last 3 (three) Financial Years (2013-14, 2014-15 and 2015-16). <b>This clause is not applicable in case Bidder is an Individual or Group of Individuals.</b>
13.	Part II – LESSOR’S RIGHTS AND OBLIGATIONS – Consideration	1.5.1	Monthly Rental shall be Rs. <enter rental per sq ft> per sq. ft amounting to <enter amount of monthly rent>, inclusive of all the applicable taxes & maintenance charges, but exclusive of applicable <b>Service Tax</b> , during the initial 3 years of the lease with an increase of 15% at the end of <b>THIRD, SIXTH &amp; NINTH</b> year.	Monthly Rental shall be Rs. <enter rental per sq ft> per sq. ft amounting to <enter amount of monthly rent>, inclusive of all the applicable taxes & maintenance charges, but exclusive of applicable <b>Service Tax and Water Tax</b> , during the initial 3 years of the lease with an increase of 15% at the end of <b>THIRD, SIXTH &amp; NINTH</b> year.
14.		1.5.6	Charges for electricity, water and power backup to be extra and to be paid on actuals	Charges for electricity and power backup and <b>water tax</b> to be extra and to be paid on actuals
15.	Part II – LESSOR’S RIGHTS AND OBLIGATIONS	1.13	The Lessee shall pay for applicable non-occupancy charges, sewerage & water charges, electricity charges and power backup charges in respect of the premises as is applicable at present or any enhancement if made on the existing rates.	The Lessee shall pay for applicable non-occupancy charges, sewerage charges, water tax, electricity charges and power backup charges in respect of the premises as is applicable at present or any enhancement if made on the existing rates.
16.	Part I – Appendix F – Financial Bid	Appendix F – Original Version	<b>Original Version</b> <b>Appendix F – Financial Bid:</b> <b>(To be furnished by Bidder and in-case of Consortium by Lead Member on their Letterhead)</b>  <u><b>Terms and Conditions of the Price offerings:</b></u>	

1. A **SINGLE PRICE** needs to be quoted by the Bidder, for providing office space to UPDPL on lease rental basis at Lucknow as defined in the Scope of Work.
2. Bidders quoting conditional pricing or different prices for different procedures will be rejected straight way at the time of opening of the Financial Bid.
3. The Financial Bid Price quoted by the Bidder shall be the *Rental Rate per Square Foot of Carpet Area Per Month, inclusive of all the applicable taxes & maintenance charges, but exclusive of applicable Service Tax. Charges for electricity, water and power backup to be extra and to be paid on actuals.*
4. The lease rent shall remain fixed for the first **THREE** years of the contract, followed by an increase of **15%** at the end of **THIRD, SIXTH & NINTH** year. For eg:
  - 4.1. Rental Rate during the Fourth, Fifth & Sixth year will be equal to:  
**(Rental Rate during the first THREE year period) x (1.15)**
  - 4.2. Rental Rate during the SEVENTH, EIGHTH & NINTH year will be equal to:  
**(Rental Rate during the first THREE year period) x 1.15 x 1.15**
  - 4.3. Rental Rate during the TENTH year will be equal to:  
**(Rental Rate during the first THREE year period) x 1.15 x 1.15 x 1.15**
5. Quote as per the PRICE SCHEDULE provided herein

Name of the Bidder:

#	Address of Property (A)	Carpet Area (in Square Feet) (B)	Rental Rate per Square Foot of Carpet Area Per Month (in Rupees)	
			in figures (C)	in Words (D)
1.				

Signature of the Authorized Signatory \_\_\_\_\_

Name and Designation of the Authorized Signatory \_\_\_\_\_

Seal of the Bidder: \_\_\_\_\_

Appendix F  
- Modified

**Modified Version**

		Version	<p><b>Appendix F – Financial Bid:</b>  <i>(To be furnished by Bidder and in-case of Consortium by Lead Member on their Letterhead)</i></p> <p><b><u>Terms and Conditions of the Price offerings:</u></b></p> <ol style="list-style-type: none"> <li>1. A SINGLE PRICE needs to be quoted by the Bidder, for providing office space to UPDPL on lease rental basis at Lucknow as defined in the Scope of Work.</li> <li>2. Bidders quoting conditional pricing or different prices for different procedures will be rejected straight way at the time of opening of the Financial Bid.</li> <li>3. The Financial Bid Price quoted by the Bidder shall be the <b>Rental Rate per Square Foot of Carpet Area Per Month</b>, inclusive of all the applicable taxes &amp; maintenance charges, but exclusive of <b>applicable Service Tax &amp; Water Tax</b>. Charges for electricity and power backup and Water Tax to be extra and to be paid on actuals.</li> <li>4. The <b>lease rent per Square Foot of Carpet Area Per Month</b>, inclusive of all the applicable taxes &amp; maintenance charges, but exclusive of <b>applicable Service Tax &amp; Water Tax</b> shall remain fixed for the first THREE years of the contract, followed by an increase of 15% at the end of THIRD, SIXTH &amp; NINTH year. For eg:             <ol style="list-style-type: none"> <li>4.1. Rental Rate during the Fourth, Fifth &amp; Sixth year will be equal to:                (Rental Rate during the first THREE year period) x (1.15)</li> <li>4.2. Rental Rate during the SEVENTH, EIGHTH &amp; NINTH year will be equal to:                (Rental Rate during the first THREE year period) x 1.15 x 1.15</li> <li>4.3. Rental Rate during the TENTH year will be equal to:                (Rental Rate during the first THREE year period) x 1.15 x 1.15 x 1.15</li> </ol> </li> <li>5. Quote as per the PRICE SCHEDULE provided herein  <b>Name of the Bidder:</b> <table border="1" data-bbox="533 1003 2007 1367"> <thead> <tr> <th rowspan="2">#</th> <th rowspan="2">Address of Property</th> <th rowspan="2">Carpet Area (in Square Feet)</th> <th colspan="2">Rental Rate per Square Foot of Carpet Area Per Month, exclusive of maintenance charges (in Rupees) (A)</th> <th colspan="2">Maintenance Charge Per Square Foot of Carpet Area (in Rupees) (B)</th> <th colspan="2">Cost per Square Foot of Carpet Area for providing Electricity connection of ~100 KVA, including transformer if required by statutory authorities (in Rupees) (C)</th> <th colspan="2">Total Rental Rate per Square Foot of Carpet Area Per Month, inclusive of maintenance charges (in Rupees) (D= A+B+C)</th> </tr> <tr> <th>in figures</th> <th>in Words</th> <th>in figures</th> <th>in Words</th> <th>in figures</th> <th>in Words</th> <th>in figures</th> <th>in Words</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> </li> </ol>								#	Address of Property	Carpet Area (in Square Feet)	Rental Rate per Square Foot of Carpet Area Per Month, exclusive of maintenance charges (in Rupees) (A)		Maintenance Charge Per Square Foot of Carpet Area (in Rupees) (B)		Cost per Square Foot of Carpet Area for providing Electricity connection of ~100 KVA, including transformer if required by statutory authorities (in Rupees) (C)		Total Rental Rate per Square Foot of Carpet Area Per Month, inclusive of maintenance charges (in Rupees) (D= A+B+C)		in figures	in Words	in figures	in Words	in figures	in Words	in figures	in Words	1.										
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1.																																								

			Signature of the Authorized Signatory _____ Name and Designation of the Authorized Signatory _____ Seal of the Bidder: _____
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