

Spices Board  
(Ministry of Commerce & Industry, Government of India)  
Sugandha Bhavan, Palarivattom  
Cochin – 682 025, Kerala

No: MKT/SP/RAEBARELI/EOI/OFFICESPACE/2024 / 556

05.07.2024.

**INVITATION OF BIDS FOR RENTING OUT OF BUILT UP AREA FOR OFFICE SPACE IN SPICES PARK AT RAEBARELI**

Spices Board established a Spice Park at Harchandpur, Raebareli of Uttar Pradesh. The Spices Park is a common infrastructure facilities viz. Mint distillation unit, warehouse, Quality Testing Lab, bank building etc. besides basic facilities like compound wall, Internal roads, water & Power Supply, etc.

Now, the Board invites competitive Bids for renting out the built up area for office space at Spices Park, Raebareli. The details of areas to be lease out are as follows:

Building space of 25 X 34 Square feet situated at ground floor

Building space of 26 X 35 Square feet situated at First floor

The interested firms who wishes to visit the building space at Spices Park, may contact the officer in charge in the following address:

The Assistant Director,  
Spices Park,  
Datauli Village  
Harchandapur P.O  
Raebarely,  
Uttar Pradesh-229303  
Mob:9450159231  
Email:[spicesboardrbly@gmail.com](mailto:spicesboardrbly@gmail.com)

**Terms and conditions for renting the Built-up area:**

1. The facilities will be rented out in "As is where is" Condition
2. The facilities will be rented out for one year from the date of handing over of the building space.
3. Spices Board will provide water and electricity to the facilities on payment on prorated basis.
4. The facilities will be rented out to the bidder who has quoted highest rent per month as well as meeting other terms and conditions of the Board.
5. The highest bidder shall execute an Agreement with the Board within 15 days of the receipt of the offer letter from the Board.

6. The highest bidder, after receipt of offer letter, shall pay an interest free Security Deposit equivalent to three months' rent and an interest free caution deposit of Rs.25,000/- towards guarantee against any eventual unpaid payments of electricity, rent etc. through online bank transfer to Board's Receipt Account.
7. The security deposit and caution deposit without interest would be returned at the time of handing over the facilities to the Board. The security deposit will have to be remitted along with the agreement.
8. The highest bidder shall take possession of the facility within 15 days from the date of signing of agreement and after the remittance of Security Deposit.
9. If the possession is not taken within 15 days from the date of agreement, it will be treated it as breach of the tender conditions and the Board has the right to lease the facilities to other eligible firm/agency.
10. The monthly rent with 18% GST shall be paid to Spices Board on or before 5<sup>th</sup> of every succeeding month.
11. The facilities shall not be sub-let to any other firms.
12. The Board reserves the right to reject / cancel any or all bids without assigning any reasons thereof.
13. The Board will terminate the lease if the facilities are not utilized continuously for more than 3 months or non payment of the monthly rent in time.

#### **Other terms**

1. The bid application shall be submitted in the format given as Annexure-1
2. EMD is not applicable to submit the Bid. However, the bidders shall submit the Bid Security Declaration in the prescribed format as given in Annexure-2.
3. The bid shall be sent in a sealed cover superscribed as "Bid for renting out the built up area for establishing office space in Spice Park at Raebareli" addressed to the "The Assistant Director, Spices Park, Datauli Village, Harchandapur P.O, Raebarely, Uttar Pradesh-229303" so as to reach on or before 5.00 pm on 29.07.2024.
4. The bid will be opened at 11.00 AM on 30.07.2024 at Spices Park, Raebareli in the presence of bidders, if any.

Place: Kochi

Date : 05.07.2024.



DIRECTOR (MKTG)

**Format for submitting the Bid for renting built up area for establishing office space at Spices Park, Raebareli**

1	Name of the person/firm	
2	Address of the applicant with Mob No and Email ID	
3	Details of the Contact Person, Mob No and Email ID	
4	Details of GST registration, PAN card ( Pl attach proof)	
5.	Details of requirement of Space	
6.	Monthly rent quoted	Base Amount Quoted: Rs...../- GST @ 18% Rs...../- Total Monthly Amount Rs...../

**Place:**

**Date:**

(Signature)

Name of the Person:

Designation

(SEAL)

**(In the letterhead of the firm)**

**Bid-Security Declaration**

The Director (Mktg)  
Spices Board, Sugandha  
Bhavan, N.H. By Pass,  
Palarivattom, Cochin,  
Kerala - 682025

Reference:

Bid Notice for \_\_\_\_\_ of Spices Board.  
Our Bid for the facility \_\_\_\_\_ at Spices Park .....  
Dated.....

I /We,..... irrevocably declare as under:

I/We understand that, as per Clause of Bid Invitation, we are attaching a Bid Security Declaration in lieu of Earnest Money Deposit (EMD)

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of disqualification as may be notified by you (without prejudice to Spices Board's rights to claim damages or any other legal recourse) if,

- 1) I am /We are in a breach of any of the obligations under the bid conditions,
- 2) I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- 3) On acceptance of our bid by Spices Board, I/we failed to deposit the prescribed Security Deposit / Caution Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person  
signing the Bid-Securing Declaration

Dated on \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year.