

**TOURISM FINANCE CORPORATION OF INDIA LTD.  
NEW DELHI**

**Phone: 26291151 Fax : 26291152**

**Website : [www.tfcilt.com](http://www.tfcilt.com)**

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**BID DOCUMENT**

**FOR**

**SALE OF OFFICE PREMISES  
ONLY TO PUBLIC SECTOR UNDERTAKINGS**

**At**

**2<sup>ND</sup> FLOOR, CORE III, SCOPE MINAR  
LAXMI NAGAR DISTRICT CENTRE  
LAXMI NAGAR, DELHI – 110 092.**

## ADVERTISEMENT

### **TOURISM FINANCE CORPORATION OF INDIA LTD.**

13th Floor, IFCI Tower, 61, Nehru Place, New Delhi – 110 019

Phone: 41732206, 26291151 Fax: 26291152

website:www.tfcilt.com

### **E-AUCTION SALE NOTICE ONLY FOR PUBLIC SECTOR UNDERTAKINGS**

#### **For Sale of Office Premises at SCOPE Minar, Laxmi Nagar District Centre, Delhi**

Portal for E-Auction: [www.e-auctions.in](http://www.e-auctions.in)

Offers are invited by Tourism Finance Corporation of India Ltd. (TFCI) for sale of office premises on "AS IS WHERE IS AND WHATEVER THERE IS BASIS" through e-auction. Detail of the property is as under:

<b>Property on Sale</b>	<b>Reserve Price (Rs.in crore)</b>	<b>EMD (Rs.in crore)</b>	<b>Minimum Increment Amount</b>	<b>Date of Inspection of premises</b>	<b>Last Date for submission of EMD</b>	<b>Date &amp; Time of Auction</b>
Office premises having Super Built up area of 24576 sq. ft. (Rented 10800 sq.ft./Vacant 13776 sq.ft.) situated at 2 <sup>nd</sup> Floor, Core III, SCOPE Minar, Laxmi Nagar District Centre, Delhi - 110092	31.50	3.15	Rs.5.00 lakh	2.6.2016 & 3.6.2016 between 10.00 A.M. to 5.00 P.M.	9.6.2016 by 5.00 P.M.	13.6.2016 at 11.00 A.M

The e-auction will be conducted online through [www.e-auctions.in](http://www.e-auctions.in) with the help of service provider being **M/s. Nextenders (India) Pvt. Ltd.** on the date and time as mentioned above with extension of 05 minutes for bid increment, if any bid comes in last 5 minutes.

The e-auction Bid Document comprising detailed terms & conditions can be downloaded from the website [www.tfcilt.com](http://www.tfcilt.com) or from [www.e-auctions.in](http://www.e-auctions.in). Any amendments or corrigendum, if required to be issued, will be published on [www.tfcilt.com](http://www.tfcilt.com) and/or [www.e-auctions.in](http://www.e-auctions.in) only. For any query, please contact Ms. Charu Singh, General Manager on 9891216017/ Phone:26291232 email: [charu.singh@tfcilt.com](mailto:charu.singh@tfcilt.com) and Shri Sanjay Ahuja, Deputy General Manager on Mob:9818927547/ Phone:26291226 email: [sanjayahuja@tfcilt.com](mailto:sanjayahuja@tfcilt.com)

## **I. INTRODUCTION**

The Government of India allotted a plot of land admeasuring 11,144.43 sq.mtrs. situated at Laxmi Nagar District Centre, Laxmi Nagar, Delhi – 110 092, on Perpetual Lease dated 10.1.1994 to Standing Conference of Public Sector Enterprises (SCOPE), registered under Registration of Society Act XXI of 1860 for developing a commercial complex to be housed only by the Public Sector Undertakings. The building viz. SCOPE Minar was completed in March, 2002 and Tourism Finance Corporation of India Ltd. (TFCI) was allotted office space having super built up area of 2284 sq. mt. (24576 sq.ft.) on the 2<sup>nd</sup> Floor, Core III of SCOPE Minar. The ownership of office space at SCOPE Minar is in favour of TFCI by way of allotment and possession letter issued by SCOPE.

SCOPE Minar is an architectural marvel conceived in the form of two high-rise curvilinear tower blocks sitting on a four-storey circular podium. North tower rises to 20 floors while the South tower to 15 floors. The building is covered by a unique glass façade which, besides imparting architectural beauty, acts as a heat reflecting surface, thus reducing heat and saving power, so vital in today's context. It is well connected with all parts of Delhi by road and Metro Rail. Nirman Vihar Metro Railway Station is just 200 metres away from the building. The building is approx. 5 km from ITO, approx. 6 km from India Gate and approx. 8 km from Connaught Place, New Delhi. The building is centrally air conditioned with common foyer, adequate lifts, automated monitoring system and 100% power-backup. The building also houses a Lounge, Convention Centre, Restaurant and Canteen which are available for the use of the occupants. The facilities of air-conditioning, power back-up, lifts and housekeeping are available during business hours on all working days i.e. excluding Saturday & Sundays and holidays as notified by Government of India. The facilities are available beyond business hours on payment of additional charges. The building security is available round the clock i.e. 24\*7. There are security check points at the entrance of the building, common areas and parking. The occupants are allowed to have their own security arrangements in and outside of their respective office premises.

## **II. MAINTENANCE CHARGES:**

The repair & maintenance of SCOPE Minar is being looked after by Maintenance Management Organization of SCOPE authorities and the charges for such repair & maintenance and/or any other charges, on actual basis, are borne by the occupants on pro-rata share basis, depending on the percentage of area occupied by them. In addition to general repair & maintenance, SCOPE provides central air-conditioning, 100% power back for the entire building as also housekeeping, security, electricity, lifts, etc. for common areas.

## **III. PARKING**

Parking space of around 450 cars and 300 two wheelers is available in the building. Additional parking area of 200 cars and 125 two wheelers is available on ground floor. Presently the parking is available on first cum first serve basis. MMO, SCOPE Minar is in the process of earmarking dedicated parking space on pro-rata basis. The pro-rata area of parking for TFCI works out to 2.75% for its area of 24,576 sq.ft.

#### **IV. PRESENT STATUS OF OFFICE PREMISES:**

The entire super built up area of 24,576 sq.ft. is on a single plate and out of this space, an area of 10,800 sq.ft. has been rented by TFCI to National Insurance Company Limited (NICL) which is operating its regional office from the said premises. The rest of the area measuring 13,776 sq.ft. is vacant for use. The major terms of rent agreement executed between TFCI & NICL, for 10,800 sq.ft. are as under:

1. Rent Period : 5 years starting from 1.1.2013 to 31.12.2017
2. Monthly Rent : Rs.77/- per sq.ft. aggregating Rs.8,31,600/- plus taxes.
3. Maintenance Charges : Borne by NICL on pro-rata share basis for its area of 10,800 sq.ft.
4. Electricity Charges/Potable Water : Borne by NICL for its area of 10,800 sq.ft.
5. Property tax/Ground Tax : Borne by TFCI for entire space of 24,576 sq.ft.
6. Insurance for built up area : Borne by TFCI for entire space of 24,576 sq.ft.
7. Renewal of Lease : For further 2 terms of 5 years each at the option of NICL.
8. Rent on renewal : 25% increase in rent on the last paid rent, on every renewal.
9. Security Deposit : Refundable non-interest bearing deposit of Rs.49,89,600/-
10. Stamp Duty & Registration : To be borne by both the parties on 50:50 basis.

As per the terms of agreement, in case TFCI transfers or assigns its rights in the said premises or any part thereof, the purchaser/transferee/assignee or person entitled to the said premises, would accept and will be bound by the terms and conditions of the said rent agreement and would be legally binding to this effect. The security deposit of Rs.49,89,600/- with TFCI would be remitted by TFCI to the purchaser of the office premises, under intimation to NICL, for onward remittance to NICL on the expiry of the rent agreement and/or renewed agreement, as the case may be.

#### **IV. ELECTRICITY CONNECTION**

The entire building has single point sanctioned load of 7300 KW with one-city meter and the electricity to all individual office premises and the above office premises is supplied through a sub-meter installed in the premises. The fixed electricity charges and electricity charges for common areas are shared by the occupants on the basis of pro-rata area occupied by them. The electricity consumption charges for normal power and emergency power are borne by the occupants based on meter reading on the sub meter and the rate per unit is based on the average rate arrived at every billing cycle.

#### **V. WATER**

The raw water is supplied by Maintenance Management Organisation(MMO), SCOPE Minar, to the pantry and wash rooms. The purchaser may arrange potable water for drinking and other purposes at its own cost.

#### **VI. ENCUMBRANCES:**

As on date there are no known encumbrances on the office premises.

## **VII. TERMS AND CONDITIONS OF E-AUCTION**

1. The e-Auction will be conducted online at 11.00 A.M. on 13.06.2016 through [www.e-auctions.in](http://www.e-auctions.in) and with the help of service provider **M/s Nextenders (India) Pvt. Ltd** on the date and time as mentioned in the advertisement (above) with extension of 05 minutes for bid increment if any bid comes in last 5 minutes.
2. Extension of date (if decided) for submission of EMD Documents and auction will be informed to public on website [www.tfcilttd.com](http://www.tfcilttd.com) & [www.e-auctions.in](http://www.e-auctions.in)
3. Persons wishing to participate are required to deposit, (a) Earnest Money (EMD), (b) Copy of Board Resolution, duly certified by the Company Secretary authorizing an official for the purpose, (c) Passport size photograph of authorized official, (d) a copy of photo Identity Card, and residence proof of authorized signatory (e) a copy of PAN card of Company (f) valid e-mail ID and contact number in a single envelop off-line (hard copy).
4. The interested bidders shall deposit their EMD amounting Rs.315 lakh being 10% of the Reserve price by way of Demand Draft drawn in favour of "Tourism Finance Corporation of India Ltd." addressed to the "The Executive Director, Tourism Finance Corporation of India Ltd, 13<sup>th</sup> Floor, IFCI Tower, 61, Nehru Place, New Delhi-110019 on or before 5.00 P.M. on 9.6.2016.
5. The bidder shall furnish the details in the prescribed format given elsewhere in this bid document. On receipt of EMD the prospective bidders shall receive user-id/password on their valid email id (mandatory for e-auction) from M/s Nextenders (India) Pvt. Ltd. The prospective bidders may avail online training on e-auction from M/s Nextenders (India) Pvt. Ltd. The helpdesk number of the service provider is 020-30187500, 09167246751 and email- [support.eauctions@nextenders.com](mailto:support.eauctions@nextenders.com).
6. The EMD of the successful bidder shall be retained towards part sale consideration and the EMD of unsuccessful bidders shall be refunded. The EMD shall bear no interest. Normally the EMD is refunded within 7 working days of opening of tenders. The tenderers will not be entitled to claim any interest if the refund of EMD is delayed for any reason whatsoever. The successful bidder shall have to deposit 25% of the sale price (inclusive of EMD) by way of demand draft favouring "Tourism Finance Corporation of India Ltd." payable at New Delhi or through RTGS (RTGS details can be obtained from TFCI's office) within 2 days of auction, i.e. 15.6.2016 or within the extended time if allowed by TFCI.
7. The successful bidder shall deposit the remaining 75% of the sale proceeds on or before 29.06.2016 or within such extended period as agreed upon in writing by and solely at the discretion of TFCI. In case of default by the successful bidder, the amount already deposited will be forfeited and the property will be put to re-auction and such bidder shall have no claim/right in respect of property/amount. The offered amount/bid amount of the purchase of property shall be exclusive of all taxes/duties/arrears etc. as applicable and the same shall be borne by the Purchaser without any recourse to TFCI.
8. The intending bidders should make their own independent inquiries and satisfy themselves with regard to encumbrances, title of the property put on auction and claims/rights dues etc. affecting the property prior to submitting their bid. They should also satisfy about the requisite approvals/permissions required, if any, from the Government or other agencies. The e-auction advertisement does not constitute and will not be deemed

to constitute any commitment or representation on behalf of TFCI. The Property is being sold with all the existing and future encumbrances whether known or unknown to TFCI.

9. The successful bidder shall bear the applicable stamp duties/additional stamp duty/transfer charges, fee etc. and also all the statutory/non-statutory dues, taxes, rates, assessment charges, fee etc. owing to anybody. SCOPE Minar authorities charges 2.5% of the sale amount for transfer of rights of the property in favour of purchaser, which will be borne by the purchaser.

10. TFCI is not bound to accept the highest offer/bid and TFCI has the absolute right to accept or reject any or all offer(s) or adjourn/postpone or cancel the e-Auction without assigning any reason.

11. The parties interested may inspect the property and the relevant documents with prior intimation/permission of following persons:

Sl. No.	Location	Office address	Contact person details
1.	Delhi	Tourism Finance Corporation of India Limited, 13 <sup>th</sup> Floor, IFCI Tower, 61 Nehru Place, New Delhi-110019	Ms. Charu Singh, GM Mobile No.09891216017 Ph:+91-11-4173-2209/26291232 e-mail – <a href="mailto:charu.singh@tfcilt.com">charu.singh@tfcilt.com</a>  Shri Sanjay Ahuja, DGM/CS Mobile No.09818927547 Ph:+91-11-4173-2206/26291226 e-mail – <a href="mailto:sanjayahuja@tfcilt.com">sanjayahuja@tfcilt.com</a>

#### VIII. OTHER TERMS AND CONDITIONS

The information given is based on the records available with TFCI. TFCI does not undertake any responsibility for accuracy thereof. The bidders are requested to independently verify the details on their own.

1.	Basis	As is where is whatever there is basis.
2.	Eligibility	Any Public Sector Undertaking
3.	Earnest Money Deposit (EMD)	10% of the Reserve Price (Rs.31.50 crore) i.e. Rs.315 lakh. No interest shall be payable by TFCI on the EMD amount.
4.	Adjustment of EMD	For successful bidder, EMD amount will be adjusted against payment of bid amount.
5.	Payment Schedule	<ul style="list-style-type: none"> <li>a. EMD being 10% of the Reserve Price is to be submitted along with Tender.</li> <li>b. 25% of the bid amount (inclusive of EMD) to be paid within 2 days i.e. by 15.6.2016</li> <li>c. Balance 75% to be paid on or before 29.6.2016</li> <li>d. The purchaser has an option to give the full sale consideration in advance.</li> <li>e. The offered amount/bid amount of the purchase of properties shall be exclusive of all taxes/duties/arrears etc. as applicable and the same shall be borne by the Purchaser without any recourse to TFCI.</li> </ul>
6.	Rejection of bids	Bids not received from the prescribed e-Auction platform or not accompanied by DD/PO for the requisite EMD or accompanied by short EMD shall be rejected.
7.	Mode of payment of EMD	By way of crossed DD/Pay Order drawn on a scheduled bank in favour of "Tourism Finance Corporation of India Ltd." payable at New Delhi only.

8.	Selection of best offer	Shall be decided by the Estate Committee constituted by TFCI.
9.	Liability of the purchaser	The prospective purchaser shall carry out due diligence in respect of likely liabilities pertaining to the property before submitting the bid. It may be noted that the purchaser will be responsible for meeting these liabilities, if arise and TFCI will not be liable to meet any such liabilities whatsoever. TFCI does not undertake any responsibility to procure any permission/license etc. in respect of the property/assets offered for sale or for settlement of any dues whatsoever in respect of the said property/assets.
10.	Contact Persons	For any clarification/assistance, please contact Ms. Charu Singh, GM on 09891216017/011-26291232 and Shri Sanjay Ahuja, DGM on 09818927547/011-26291226
11.	Stamp Duty & Registration Charges	All taxes/stamp duties/registration/transfer charges etc. as applicable and related to the offered property shall be borne by the purchaser.
12.	Delivery Period/Possession	After receipt of full and final payment of the total sale consideration of the assets, the purchaser will take necessary steps to take over the possession of the property immediately. Subsequently the documents would be executed in favour of the Purchaser
13.	Disputes on tender	In case of disputes in e-auction sale process, the decision of TFCI shall be final and binding on all concerned.
14.	Tentative date of inspection	2.6.2016 and 3.6.2016 from 10.00 A.M to 05.00 P.M.
15.	Inspection of assets	Bidders are advised to submit their bids through e-auction only after inspection of assets. The inspection of assets would be arranged by TFCI with prior appointment on the dates mentioned hereinabove. The cost for inspection of assets will have to be borne by the prospective tenderers. Please contact the aforementioned office of TFCI for details.
16.	Force Majeure	TFCI shall not be liable for any failure or delay in performance due to any cause beyond their control including fire, flood, strikes, slowdown, lockout, closure, dislocation of normal working condition, war, riots, epidemics, Government action etc. or any condition beyond the control of TFCI.
17.	Miscellaneous	<ul style="list-style-type: none"> <li>a. The purchaser will have to accept and will be bound by the terms and conditions of rent agreement dated 18.12.2012 executed between TFCI &amp; NICL.</li> <li>b. E-auction EMD submission with conditions will be treated as invalid.</li> <li>c. Correspondence about any change/modification in the offer after submission of bid will not be entertained.</li> <li>d. If any tenderer wishes to give a fresh offer for any of the property before the last date prescribed for submission of the tender in the concerned advertisement, he may file a fresh tender with appropriate Earnest Money Deposit.</li> </ul>
18.	General terms and conditions of tender	<ul style="list-style-type: none"> <li>a) The bids would be in the nature of 'subject to approval of TFCI' i. e. the highest bid would be finalized and kept on record until a final decision is taken on all the bids received.</li> <li>b) TFCI would reserve its right to reject any or all bids or adjourn/postpone or cancel the auction without assigning any reason thereof.</li> </ul>

**Notes :**

1. The authorized official of the bidder will have to submit his valid identity and address proof as may be required and a copy of Board Resolution authorizing the official to participate in this bid process.

2. Every page of the E-Auction Bid Document is duly signed by the bidder before submitting the e-Auction.
3. All alterations, erasures and overwriting, if any, in the E-Auction Bid Document shall be duly authenticated by the bidders signature.
4. The Estate Committee may, for any reasons to be recorded in writing, reject any bid including the highest bid. The Estate Committee would not be obliged to give reasons for rejection of the bids to unsuccessful bidders.

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## EMD SUBMISSION FORM

To,  
The Executive Director.  
Tourism Finance Corporation of India Ltd.  
13<sup>th</sup> Floor, IFCI Tower, 61,  
Nehru Place,  
New Delhi-110019.

Dear Sir,

**Ref. Advertisement issued on \_\_\_\_\_ in Economic Times, Business Standard, Hindustan Times, Hindustan and Mint in respect of sale of office premises at 2<sup>nd</sup> Floor, Core III, SCOPE Minar, Laxmi Nagar District Centre, Delhi on AS IS WHERE IS AND WHATEVER THERE IS BASIS.**

### SUBMISSION OF EMD

1. I/We, the bidder/s, do hereby state that, I/we have read the E-Auction Bid Document and the terms and conditions of e-auction and the above advertisement and understood them fully. I/We, hereby unconditionally agree to confirm with and to be bound by the said conditions.

<b>a</b>	<b>Name of the Tenderer</b>	
<b>b.</b>	<b>Name &amp; Designation of authorized official</b>	
<b>c</b>	<b>Registered office &amp; Address for Correspondence</b>	
<b>d</b>	<b>Name of the Property with location for which e-auction will be participated</b>	
<b>e.</b>	<b>Contact Details</b>	Phone No/ Mob.No : E-mail ID : PAN No
<b>f.</b>	<b>Particulars of EMD</b>	DD No. _____ Date _____ BANK DETAILS _____

2. I/We further declare that I/We intend to purchase the above referred property from TFCI for our own use / business and that the information submitted by me/us in this **E-Auction Bid Document** is true and correct to the best of my/our knowledge and belief.

3. I/We agree if any of the statement / information disclosed by me/us is found incorrect, my/our bids in the e-auction is liable to be cancelled and in such case the Earnest Money Deposit paid by me/us is liable to be forfeited by TFCI and TFCI is at liberty to annul the offer made to me/us at any point of time.

4. The applicant or its representative should sign each page of the e-auction sale notice form. Any corrections/alterations should be duly authenticated.

5.. I/We also agree that after my/our offer given in my/our bids for the e-auction for purchase of a property is accepted by TFCI, if I/We fail to accept the terms and conditions of the offer letter or am/are not able to complete the transaction within the time limit specified in the offer letter for any reason whatsoever and / or fail to fulfill any/all the terms and conditions of the E-Auction Bid Document and offer letter, the Earnest Money Deposit paid by me/us along with the E-Auction Bid Document is liable to be forfeited by TFCI and that TFCI has also a right to proceed against me / us for specific performance of the contract or otherwise.

6. EMD Amount will be returned:

(i) By Speed Post on the address given in Sl.No. 1. (c):

Or

(ii) By Regd Post on the address given in Sl.No. 1. (c):

Or

(iii) By hand to the authorized official of bidders (carrying photocopy of the original ID Proof sent with the Auction Form) :

For the return of EMD, the bidder will opt for one of the above three Option given at 6 (i) to (iii)

I declare that I have read and understood all the general and technical terms and conditions of E-Auction sale and shall abide by them.

**Yours faithfully,**

**Signature of the tenderer  
Authorised Signatory**

**(M/s. \_\_\_\_\_)**

**[Rubber stamp of the company/firm]**

**Encl;** Copy of Photo ID & PAN Card