

**HIRING OF OFFICE SPACE BY
ONGC VIDESH LTD.
IN CONNAUGHT PLACE AREA NEAR TO ITS EXISTING
OFFICE (S) AT KAILASH BUILDING / ANTRIKSH BHAWAN AT
K.G.MARG, NEW DELHI.**



ONGC VIDESH LTD.

Tender No.: DLH/OVL/NEW HIRING/08

NOTICE INVITING TENDER (NIT)

ONGC Videsh Limited
6TH FLOOR, KAILASH BUILDING,
26 K.G.MARG, NEW DELHI - 110001.

Requirement of office space on hiring basis

TENDER NO. DLH/OVL/NEW HIRING/08

1. ONGC VIDESH LIMITED (“OVL”), a wholly owned subsidiary of Oil and Natural Gas Corporation Ltd (“ONGC”) – the National Oil Company of India, is engaged in exploration and production (E & P) of oil and gas outside India and is the second largest E & P Company in India both in terms of oil production and oil and gas reserve holdings.
2. As an overseas arm of ONGC, the primary business of OVL is to prospect for oil and gas acreages abroad including acquisition of oil and gas fields, exploration, development, production, transportation and export of oil and gas. OVL is actively seeking growth opportunities and has a proven track record of successfully closing substantial acquisitions over the past few years.
3. OVL, presently having its registered office at 6th Floor, Kailash Building, 26 K G Marg, New Delhi, for extension of its office intends to hire preferably furnished / unfurnished accommodations, in and around the Connaught Place, near to its existing office (s), having minimum carpet area of 1000 sq. ft. or above (smaller areas may also be considered based on the merit of location and offered area). Larger areas or independent floors will be given preference as the total requirement is 4,000 sq. ft. The space is required on long term lease or licence basis for not less than four years and should be free from all encumbrances, having all statutory clearances.
4. Interested parties owning the requisite property, fulfilling the pre-qualification conditions and desirous of being considered may purchase non-transferable tender document from the office of Sr. HR Executive on any working day from 01.08.2008 to 11.08.2008 during working hours against a written request and payment of requisite tender fee as specified by crossed Pay Order / Demand Draft from Nationalized / Bank Scheduled Bank, in favour of F&AO, ONGC Videsh Ltd. payable at New Delhi. ONGC-VL takes no responsibility for delay, loss or non receipt of tender documents sent by post / courier. No extension in the bid due date shall be considered on account of delay in receipt of tender document by post / courier.
5. The complete bid document along with Pre Qualification Criteria (PQC), Bid Evaluation Criteria (BEC) is available on web site of ONGC VIDESH LTD. Bidders have option to purchase tender document from above mentioned selling centre or downloading the tender documents within tender selling date (01.08.2008 to 11.08.2008) and use the same for participation in the tender. But, the bidders downloading the tender document from

website should ensure to submit tender fee as mentioned above so as to reach Sr. HR Executive, ONGC Videsh Ltd. 6th Floor, Kailash Building, 26 Kasturba Gandhi Marg, New Delhi – 11001. Phone No.s 011-41291508 / 9968282565 Fax No. 011- 23730369 / 23358129 before 1700 hrs on 12.08.2008 (pay order / demand draft shall be got prepared by 11.08.2008), which will be acknowledged by ONGC-VL by issuing Request for Quotation number specific to tender and bidder through FAX/Mail. The bidders downloading the tender document for participation in the tender will have to prepare and sign Integrity Pact first and submit the original Integrity Pact document along with the bid (which will be subsequently signed by ONGC Videsh Ltd.'s officials) and an undertaking that the contents of the Bidding Document have not been altered or modified. Bidders who consider themselves to fully comply with the Pre-Qualification Criteria (PQC) may participate in the pre-bid meeting on the scheduled date and time.

6. Sale of Tender Document: 01.08.2008 to 11.08.2008 (working hours of 930 hrs to 1730 hrs)

- **Tender Fee: Rs. 1,000/-**
- **Date of Pre-Bid Conference: 18.08.2008**
- **Receipt of Tender Document: 25.08.2008 up to 1500 hrs.**
- **Opening of Technical Bid: 25.08.2008 at 1600 hrs.**
- **Opening of Financial Bid: to be intimated to the qualifying bidders**

TERMS AND CONDITIONS

Terms and Conditions of the Notice Inviting Tender (NIT) inviting bids for hiring of accommodation for the office (s) of ONGC Videsh Limited (OVL), a wholly owned subsidiary of Oil and Natural Gas Corporation Ltd (“ONGC”) – the National Oil Company of India, on lease rental basis.

1. OVL requires office space on lease rental basis initially for period of 4 years with provision for extension by mutual consent. The accommodation should be located in Connaught Place area of New Delhi and within half Km radius of its existing office (s) at Kailash Building / Antriksh Bhawan on Kasturba Gandhi Marg. Offers are invited from interested parties (i.e. only owners) subject to conditions mentioned hereinafter.
2. The accommodation should have a minimum carpet area of 1,000 sq. ft. (smaller areas may also be considered based on the merit of location and offered area)
3. Accommodation having 4,000 sq.ft. area on a single floor will be given preference. Following features / amenities are required:
 - a. Space / halls (column free) for conversion into one meeting room / hall (sufficient to seat 10 to 15 persons). Remaining area shall be suitable for conversion into full height cabins, half height cabins / work stations, reception area etc.
 - b. Electricity connection with provision of installation of independent meter / sub-meter. Full power back up is preferable.
 - c. Adequate water supply. 24 hours water supply is preferable.
 - d. Separate toilets for ladies and gentlemen in adequate number.
 - e. Sufficient parking space, within and around the building for around 15 vehicles.
 - f. Adequate security arrangements.
 - g. Sufficient fire fighting arrangement.
 - h. Centrally air conditioned building is preferable.
 - i. In case of multistory building provision of minimum 2 lifts to reach the accommodation.
 - j. Preference shall be given to Government / PSU’s buildings found suitable.
4. In case the bidder is willing to offer furnished accommodation, he / she should separately quote for the same. OVL would specify its requirements regarding furnishing etc. separately on request of the bidder. In general OVL shall require furnishing of the level available in its existing office (s) at Kailash Building / Antriksh Bhawan on Kasturba Gandhi Marg.
5. The interested parties (i.e. only owners) should send their proposals in a sealed cover super scribing “Offer for Office Accommodation” addressed to Sr. HR Executive, ONGC Videsh Ltd., 6th Floor, Kailash Building, 26 Kasturba Gandhi Marg, New Delhi – 110001, latest by 25.08.2008 upto 3.00 P.M.
6. The proposal should be submitted in two separate, sealed envelopes. The first sealed envelope should contain the “Technical Bid” consisting of technical parameters like location, type of construction, accommodation area, availability of parking space, air conditioning, etc along with duly executed Integrity Pact as per format at Annexure – I and super scribed as “Technical Bid”. The second envelope should be super scribed as the “Financial Bid” containing the commercial aspects such as the rent proposed to be

charged and other financial terms and conditions. Both the envelopes should be placed in one big envelope super scribed as “Offer for Office Accommodation”.

7. The offer shall remain valid for a period not less than 45 days from the date of opening of techno-commercial bid.
8. The Government Departments/ Central Public Sector Undertaking are exempted from payment of tender fee.
9. Successful bidder will be required to enter into a lease or licence agreement with OVL as per mutually agreeable format (Bidder (s) may peruse the recent licence agreement enter into by OVL in 2007 at the office of Sr. HR Executive, OVL). Further, the said agreement shall be got registered with the concerned authorities. The registration charges shall be equally shared by the owner (s) and OVL.
10. Any subsequent increase / decrease in the statutory taxes / charges shall be payable / recovered by OVL as the case may be.
11. The Technical bid should be submitted in the following format:

Technical Bid for Office Accommodation

S.No	Subject	Particulars
1.	Full particulars of the legal owner (s) of the offered accommodation i. Name: ii. Address Office & Residence: iii. Telephone numbers: iv. Tele-fax: v. E-mail address: Attach copy of the ownership documents / approvals / clearances etc.	
2.	Full particulars of the person (s) offering the accommodation on rent / lease and submitting the tender: Attach copy of the power of attorney	
3.	Location and address of the offered accommodation	
4.	Distance from Kailash Building & Antriksh Bhawan at K G Marg, New Delhi – 110001	
5.	Carpet area (in sq. ft.) Attach certificate from registered architect in support of the carpet area.	
6.	Floor (in case of multi storey building)	
7.	Availability of number of lifts	
8.	Lay out sketch of approved plan of the offered accommodation	
9.	State clearly whether accommodation offered is legally permissible for office use or not	
10.	State clearly whether accommodation offered on rent / lease is free from litigation including disputes in regard to ownership, pending taxes / dues etc.	
11.	Status of approvals from competent authorities for the required usage	

12.	Status and details of fire fighting arrangements	
13.	Parking facilities (ear-marked and / or general parking)	
14.	In case the premises is furnished, provide the details of furnishing	
15.	Air conditioning status (central or otherwise)	
16.	Facilities for power back-up	
17.	Sanctioned electrical load for the offered premises	
18.	Availability of separate electrical metering / sub-meter	
19.	Arrangements for security in place	
20.	Details of facilities shared with other owners / tenants	
21.	(i) Period for which accommodation is on offer (a) Lock-in period (b) Total duration (ii) Validity period of the bid	(i) (a) years / months (b) years / months (ii) days
22.	Willingness of the bidder to provide furnished accommodation and the conditions attached thereto	
23.	Details of available water supply	
24.	Space for signage's on the façade	
25.	Space for reception	
26.	Space for mail box	

12. Declaration

- a. I/We have read and understood the detailed terms and conditions applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.
- b. It is hereby declared that the particulars of the offered accommodation is / are true and correct as per my knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences / lawful action as the OVL may wish to take.

Signature of the Legal Owner (s)

13. The financial bid should be submitted in the following format:

Financial Bid for Office Accommodation

S.No	Subject	Particulars
1.	Expected lease rent per month (during the initial lease period of 4 years) <ul style="list-style-type: none"> ▪ Unfurnished ▪ Furnished 	
2.	Whether property tax, municipal taxes and any other tax (es) as applicable are included in the expected rent. Furnish details viz. property tax, municipal taxes and other local tax (es) being levied and paid in respect of accommodation offered	
3.	Does the owner intend to separately charge for the facility of power back-up provided? If yes, indicate the amount payable on this account (in addition to the rent), enumerate terms & conditions and relevant details	
4.	Liabilities payable by the tenant which are not included in the lease rentals	
5.	System of charging the electricity consumption from power back-up, if any, and details thereof	
6.	Charges for parking, if not ear-marked	
7.	Any other condition (s) having financial implication relevant to the offered accommodation. Give details	

Signature of the Legal Owner (s)

14. Procedure for selection:

- a. OVL will open the technical bids and evaluate the offers on the basis of suitability of the space and the offers found suitable will be short-listed. For this purpose OVL is free to take help of any experts, if required.
- b. The Financial Bids of only the short-listed bidders will be opened.

15. OVL reserves the right to reject any bid without assigning any reason thereof for which no claim shall be entertained.

BID EVALUATION CRITERIA

- A) **Pre-qualification criteria (PQC):** Bidders should meet the PQC in order to be eligible for further evaluation as per BEC / tender documents.

S.No	Criteria
1	The bid is to be submitted by the Owner of the premises. In case there are more than one owner, then the bid submission by one / consortium of the owner (s) having proper authorization is acceptable.
2	Space offered is having all statutory clearances and is free from all encumbrances.

- B) **TECHNICAL REJECTION CRITERIA:** The following vital technical conditions should be strictly complied with, failing which the bid will be rejected.

S.No	Criteria	
1	Carpet Area less than 1,000 sq. ft.(smaller areas may also be considered based on the merit of location and offered area)	
2	Location of the premises not in Connaught Place Area and not within 0.75 Km radius of existing OVL office (s) at Kailash Building / Antriksh Bhawan on Kasturba Gandhi Marg	
3	Offered rental period less than 4 years	
4	Offered space not having clearance / approval from fire department	
5	Validity of the bid less than 45 days from the date of techno-commercial bid.	

- C) **COMMERCIAL REJECTION CRITERIA:** The following vital commercial conditions should be strictly complied with, failing which the bid will be rejected.

S.No	Criteria	
1	<u>Proof of the sale/issue of Bid document:</u> The forwarding letter, in original, as a proof of issue of the tender document purchased against payment of requisite tender fee, duly signed by tender issuing officer, must be sent by the bidder along with the offer.	
2	Bids should be submitted in two-bid system in separate envelopes. The Techno-commercial bid shall contain all details. The Price bid shall contain only the prices duly filled in as per the price bid format. Offers with techno-commercial bid-containing prices shall be rejected outright.	

3	<p>Offers of following kind will be rejected:</p> <ul style="list-style-type: none"> i) Telex/Telegraphic/Fax/E-mail/Xerox/ Photocopy offers ii) Offers, which do not confirm unconditional validity of the bid for 45 days from the date of opening of bid. 	
4	<p>The bidder should submit unconditional acceptance to all terms and condition of the tender document.</p>	
5	<p>The integrity pact sent along with tender document shall have to be returned by the bidder (along with technical bid.) duly signed by the same signatory who signs the bid, who is duly authorized to sign the bid. All the pages of the Integrity Pact shall be duly signed by the bidder's signatory. Bidders failure to return the Integrity Pact along with the bid duly signed, shall lead to outright rejection of such bid. The integrity pact is to be submitted on plain paper as per the Format at Annexure – I.</p>	

GUIDELINES FOR EVALUATION OF THE BIDS TO ESTABLISH SUITABILITY OF THE OFFERED SPACE FOR USE AS OVL'S OFFICE

Based on the information furnished by the bidders, their proposal is to be evaluated by awarding marks against the various facilities. Bids receiving 70 or more marks out of a total 100 shall be considered for opening of their price-bid.

Process of awarding marks is tabulated below:

S.No	Facility offered	Total Marks	Marks awarded by OVL
1	Carpet Area 4,000 sq. ft <ul style="list-style-type: none"> ▪ For offered area > 4,000 awarded marks will be reduced by 10 marks per 1,000 sq. ft. ▪ For offered area < 4,000 sq. ft. awarded marks will be reduced by 2.5 marks per 500 sq. ft. 	25	
2	Distance from existing OVL office (s) at Kailash Building / Antriksh Bhawan on Kasturba Gandhi Marg (full marks to be awarded for offered space in Kailash Building / Antriksh Bhawan; awarded marks to be proportionately reduced to minimum 15 as per distance)	25	
3	Offered space is single independent floor. In case offered space is on single floor (but not independent) 5 marks will be awarded.	10	
4	OVL's internal assessment with regard to quality of the building, convenience / inconvenience to new occupants of OVL, ease / suitability for extension of IT services etc.	30	
5	Facilities in the offered space: <ul style="list-style-type: none"> (i) No. of lifts (full marks in case lifts are two or more) (ii) No. of car parking slots within and adjacent to building (full marks in case parking slots are thirty or more) (iii) Power back up (iv) Offered space is sufficiently furnished 	Total: 10 2 2 2 4	

PROFORMA OF INTEGRITY PACT

**(To be executed on plain paper and applicable for all tenders of value above
Rs.1 crore)**

INTEGRITY PACT

Between

ONGC-VL hereinafter referred to as "The Principal",

and

..... hereinafter referred to as "The Bidder/ Contractor"

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for ----- . The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organisation "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

1. No employee of the Principal, personally or through family members, will in connection with the tender for , or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.

3. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 – Commitments of the Bidder/ contractor

(1) The Bidder / Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder / Contractor will not , directly or through any other person or firm , offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2. The Bidder / Contractor will not enter with other Bidders into any undisclosed agreement or understanding , whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.

3. The Bidder / Contractor will not commit any offence under the relevant Anti-corruption Laws of India ; further the Bidder / Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

4. The Bidder / Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder / Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3-Disqualification from tender process and exclusion from future contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

(1) If the Bidder / Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder / Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

(2) A transgression is considered to have occurred, if the Principal after due consideration of the available evidence, concludes that no reasonable doubt is possible.

(3) The Bidder accepts and undertakes to respect and uphold the Principal's absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

(4) If the Bidder / Contractor can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

Section 4 – Compensation for Damages

(1) If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

(3) The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder / Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 – Previous transgression

(1) The Bidder declares that no previous transgressions occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section 6 – Equal treatment of all Bidders / Contractors / Subcontractors

(1) The Bidder / Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.

(3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7–Criminal charges against violating Bidders / Contractors / Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8 – External Independent Monitor / Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

(1) The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.

(3) The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Contractor / Subcontractor with confidentiality.

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings

could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

- (5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the Independent External Monitor shall give an opportunity to the bidder / contractor to present its case before making its recommendations to the Principal.
- (6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.
- (7) Monitor shall be entitled to compensation on the same terms as being extended to / provided to Outside Expert Committee members / Chairman as prevailing with Principal.
- (8) If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
- (9) The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairperson of the Principal.

Section 10 – Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. The Arbitration clause provided in

the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

For the Principal

For the Bidder / Contractor

Place -----

Witness 1 : -----.

Date -----

Witness 2 : -----.

HIRING OF OFFICE SPACE BY
ONGC VIDESH LTD.
IN CONNAUGHT PLACE AREA NEAR TO ITS EXISTING
OFFICE (S) AT KAILASH BUILDING / ANTRIKSH BHAWAN AT
K.G.MARG, NEW DELHI.



ONGC VIDESH LTD.

Tender No.: DLH/OVL/NEW HIRING/08

Financial / Price Bid

(to be filled in and placed in a separate envelope)

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Financial Bid for Office Accommodation

S.No	Subject	Particulars
1.	Expected lease rent per month (during the initial lease period of 4 years) <ul style="list-style-type: none">▪ Unfurnished▪ Furnished	
2.	Whether property tax, municipal taxes and any other tax (es) as applicable are included in the expected rent. Furnish details viz. property tax, municipal taxes and other local tax (es) being levied and paid in respect of accommodation offered	
3.	Does the owner intend to separately charge for the facility of power back-up provided? If yes, indicate the amount payable on this account (in addition to the rent), enumerate terms & conditions and relevant details	
4.	Liabilities payable by the tenant which are not included in the lease rentals	
5.	System of charging the electricity consumption from power back-up, if any, and details thereof	
6.	Charges for parking, if not ear-marked	
7.	Any other condition (s) having financial implication relevant to the offered accommodation. Give details	

Signature of the Legal Owner (s)