



OFFICE OF THE REGISTRAR
केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
Central Institute of Technology Kokrajhar, Assam
(Deemed to be University, MoE, Govt. of India)

**EXPRESSION OF INTEREST (EOI) FOR HIRING OF BUILDING ON
LEASE FOR HOSTEL FOR ACCOMMODATION OF 200 NUMBERS OF
STUDENTS (100-BOYS AND 100-GIRLS) FOR CIT KOKRAJHAR,
ASSAM**

No. CITK/EOI/437/2025/1238

Dated: 12/02/2025

CITK, an autonomous body, under the MoE, Government of India on behalf of Registrar (i/c), invites Expression of Interest (EOI) for hiring of building for Hostel for accommodation of 200 Students (100-Boys & 100-Girls) as per immediate requirement, along with common/attached toilet-cum-bathroom facility located in the Kokrajhar District, Assam.

Interested parties/eligible and competent Service Providers/ Building owners/Agencies, meeting the eligibility criteria as per EOI document may submit their offer in prescribed application form under two bid systems.

THE IMPORTANT INFORMATION AND SCHEDULE RELATED TO EOI

Date of Issue/Publishing	:-	13/02/2025
Start date and time of submission of Bids	:-	13/02/2025 from 3.00 PM
Pre-Bid Meeting	:-	12/02/2025 at 3.30 PM (Venue: Registrar Conference Hall, CITK)
Last Date and Time for Submissions of Bids	:-	27/02/2025 up to 3.00 PM
Date and Time of Opening of EOI/ Technical Bid	:-	28/02/2025 at 3.30 PM (Venue: Registrar Conference Hall, CITK)
EOI Processing Fee (Non-Refundable) In the form of Demand Draft in favour of "CIT Kokrajhar" payable at Kokrajhar	:-	Rs. 500.00
Place of Submission of EOI	:-	Registrar (i/c), Central Institute of Technology Kokrajhar, Balagaon, Kokrajhar, BTR, Assam-783370
No. of Covers (Two Bid System): (Technical & Financial)	:-	02
Bid Validity	:-	60 days from the last date of submission of Bids
Contact details Mobile E-mail Id	:-	Registrar (i/c) CITK
Location	:-	CIT, Kokrajhar

Note: The Applicants are requested to read the EOI document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the Applicants.

Sd/-
Registrar (i/c),
CIT Kokrajhar

Expression of Interest (EOI) is invited for providing premises for accommodation of 200 students (100 Boys + 100 Girls) of CIT Kokrajhar, Assam along with quoted rate as per the requirements given below-

1.

Description	Accommodation for total no. of students	Required No. of Building/Hostel
Hostel -‘A’ for Boys	100 Nos	1 (one)
OR		
Hostel -‘B’ for Boys	50 Nos	2 (two)
AND		
Hostel -‘C’ for Girls	100 Nos	1 (one)
OR		
Hostel -‘D’ for Girls	50 Nos	2 (two)

The premises shall preferably be within 10 kms. radius from CIT Kokrajhar, Assam.

2. The premises shall be under exclusive and dedicated usage of CIT Kokrajhar and no other guests may be permitted. In case of big/large premises having capacity of accommodation of 100 students only one premise will be hired, otherwise two small premises for accommodation of 50 students in each hostel will be hired as stated in Para (1) above.
3. The Agency or party should have full ownership of the premises for the said purpose.
4. The lease agreement initially shall be for a period of one year as per need & may be extended further for another two years within the terms and conditions as per the original agreement.
5. The Agency or party shall provide the details of the contact person who will be the single point coordinator and responsible for all obligations.
6. A clause of termination of the contract with one month’s notice without assigning any reason from CITK side shall be incorporated in the agreement.
7. Applicable GST shall be also paid subject to providing required documentation as per GST Law. Other rate, rent, taxes & cess levied by Govt./Local authorities will be paid by the land owner.
8. The agency or party shall give free access to the licensor and their representatives to enter into the premises at all times. Parking of vehicle/School Bus in the parking & space of the Hostel Premises will be free of cost & including of the monthly rent.
9. The agency or party must keep the premises and drainage/ sewage lines etc. in good working conditions.
10. If at any time during tenure of the license, the premises are affected/destroyed/damaged on account of natural calamities, or otherwise, the agency is to get them repaired/replaced immediately at their own cost.
11. Each room size should not be smaller than 10’x 12’ (excluding the area of attached toilet) and shall accommodate two or three students as required in a room.
12. All the rooms shall be equipped with good electrification facilities like switch board, fan etc. and the minimum requirement of furniture and fixtures, wall rack, etc. required for the Students.
13. The hired buildings must have attached toilet-cum-bathroom facilities, preferably in each room.
14. 24/7 uninterrupted water and power supply should be available to the rooms and premises as required. In case of Power Shut Down, alternate arrangement/Generator Service shall be made available by the land/building owner.
15. The hired buildings must be surrounded by concrete boundary walls for security purpose.

The individuals/agencies financially sound and capable of meeting the requirements broadly as aforesaid but not limited to only those, may express their interest with their profile, building details, experience (if any), and the time limit by which they can make the facility ready for occupation. EOI for Hostel for accommodation of 100 students in a Single Building Premises (Hostel-A/C’) or two Hostels for the accommodation for 50 nos. of students (Hostel-B/D’) in each is to be submitted separately in Separate Envelopes at the time of submitting their bids.

Physical document of their expression of interest may sent by Registered Post in an envelope with superscript “*EOI for CITK Students Hostel for accommodation of 100/ or 50 students (Boys)*” and “*EOI for CITK Students Hostel for accommodation of 100/ or 50 students (Girls)*” to reach before the last date to-

The Registrar (i/c)
Central Institute of Technology Kokrajhar
Balagaon, BTR, Assam-783370

EOI to be submitted in Separate envelopes for Boys’ and Girls’ Hostels.

However, CITK reserves the right to accept or reject any expression of interest in full or partial and also to receive any subsequent expression of interest beyond the due date.

- Canvassing in any form and / or bringing any influence, political or otherwise will be treated as a disqualification and their expression of interest shall be summarily rejected;
- The Institute reserves the right to rectify any discrepancy of the Advertisement, if found later on;
- Applicant shall be responsible for the correctness of the information provided in the Expression of Interest. If it is found at a later date that any information given in the Expression of Interest or thereafter is incorrect/ false, their expression of interest not only shall be rejected but also the agency shall be blacklisted for future; forfeiting the deposits/ bank guarantee placed;
- The monthly payment of rent shall be subject to deduction of taxes as per rule (TDS).
- The charges for electricity consumption will be payable as per terms & condition of the agreement between the two parties.
- The CITK shall have the right to make temporary renovation partition and installation of furniture and fixture as per requirement of the students/institute living/residing in the Hostel.
- CITK will not be responsible for non-receipt of Expression of Interest within the stipulated date or postal/ transit delays and documents not attached/ incomplete.
- Expression of interest received through brokers/agents shall be outrightly rejected;
- CITK reserves the right to accept or reject any or all the Expression of Interest received without assigning any reason. The decision of CITK shall be final and binding.
- Any dispute with regard to the selection/ acceptance shall be subject to Kokrajhar District Jurisdiction, Assam only.
- Any local disturbance/police case etc. not related to students will be tackled by land owner.
- Inspection/Visit of location - CITK authority shall have the right to inspect the locations/premises to check the suitability of the premises for accommodation as students Hostel along with technical criteria as per –ANNEXURE-A1 & A2, before acceptance of the Technical Bid.

Only EOI of the technically qualified bidders will be considered for the price-bid (ANNEXURE –B’)

Sd/-
The Registrar (i/c)
CIT Kokrajhar, Assam

Technical Bid of EOI
Annexure “A”

Please indicate whether the following technical facilities & their documentations are available or not.

Sl. No	Particulars	Detail with Proof
A-1		
1	Full Particulars of the Legal Owner of the premises i) Name ii) Address(es) iii) Telephone Numbers a) Business b) Residential iv) Tele Fax Number v) E-Mail Address	
2	Full particulars of person(s) offering the premises on rent/lease and submitting the EOI	
3	Complete details of the building viz., i) Postal Address ii) Location iii) No. of Floor(s) iv) No. of Rooms v) Size of Rooms vi) Total Area of Hostel vii) Capacity of accommodation in the premises/Hostel (100 or 50 students – Boys or Girls)	
4	Whether accommodation offered for rent is free from litigation including disputes in regard to ownership, pending taxes, due or like (Enclose copy of Affidavit from owner or Power of Attorney holder)	
5	PAN No. of the company/firm/Owner/Party. (Copy Proof thereof should be submitted)	
6	GSTN, if registered bidder. If the land owner is not registered under GST, GST registration will be obtained within 30 days of acceptance of EOI and before release of the first month's rent payment, if the total turnover exceeds the limit of R. 20 Lakh per year as per C.G.ST act.2017.	
7	Deed of ownership in the name of bidder/firm/agency or Lease Agreement in favour of the Bidder.	

Place:-
Date:-

(Signature & Stamp Of the Bidder)

A-2		Please Mentioned Yes or No clearly
1.	Quantum of Open ground available, if any (Area/measurement in sq.ft)	
2.	Facilities for vehicle parking (mention details) and approach road for school bus to pick & drop the students.	
3.	Availability of bathrooms, toilets with wash basins separately in building.	
4.	Availability of Legal Electricity Connection (3Phase) in building.	
7.	Hostel shall be airy and sufficiently well-lit with proper ventilation.	
6.	Whether building has been provided with sufficient lights and fans or not?	
7.	Availability of Geyser electrical fitting facility in bathrooms.	
8.	Whether the building has been properly constructed as per the approved plans of Municipal Authorities. Deviations/Disputes, if any has to be mentioned in detail.	
9.	In addition to 24x7 power and water supply, the building shall have adequate fire protection system adhering to the latest government rules laid down in this regard.	
10.	Whether the building premise is surrounded by a concrete boundary wall.	
11.	Nearby Hospital facility with ambulance and medical store facility (mention Details)	
12.	The building must be walkable distance from market/shopping centres, public transport facility and primary medical facilities.	
13.	Whether the firm/Company has ever been blacklisted by any Govt./Non-Govt. agency/Institutes.	
14.	Any additional information/restriction may be mentioned specially by land owner.	
15.	The CITK authority shall have the power to verify the above declaration information by visiting the place physically and verification of valid documents for its satisfaction, before acceptance of the Technical/Financial Bid.	

Place:-

(Signature & Stamp Of the Bidder.)

Date:-

All above enclosures must be valid (wherever applicable)

Annexure- 'B' of EOI
For PRICE-BID.

Offered Quote the monthly rent for hostel.

Sl. No.	Description	Quoted Rate (Exclusive GST), but inclusive of other rate taxes and Cess imposed by Govt./Local authority
1.	Rent for the Building	.
a	Hostel for accommodation of 100 students (Boys) in a single premise. (A)	
b	Hostel for accommodation of 50 students (Boys) in a single premise (B1 & B2) for each Hostel	
c	Hostel for accommodation of 100 students (Girls) in a single premise. (C)	
d	Hostel for accommodation of 50 students (Girls) in a single premise (D1 & D2) for each Hostel	

Note:

- i. Price Bid for Boys' Hostel and Girls' Hostel for accommodation of 100 students & 50 students shall be submitted separately in separate Envelopes.
- ii. Rate of the single premises with the capacity of 100 students will be compared with the aggregate rate of rent of other two small premises capacity of 50 students in each, subject to other terms & conditions, area, location etc.
- iii. Financial Evaluation will be alone on the basis of comparative statement prepared separately in case of Hostel for accommodation of 100 students & 50 students accordingly and vice versa to get the minimum reasonable rate of rent for 100 beds.
- iv. If the offered rate of the Hostel per 100 students in a single premise becomes much higher than the aggregate offered rate of two hostels, then CITK authority will be free to accept the L1 rate of two separate small Hostels as per price Preferences.
- v. If the two bidders of small premises (50 students) become different land owners than the L2 & L3 will be negotiated to accept the rate offered by the L1 bidder, subject to consideration of the area, location and prevalent market rate of rent for different premises. The decision of the CITK authority will be final.

Declaration:

- 1- I/We have read and understood the detailed terms and conditions applicable for submission of EOI.
- 2- It is hereby declared that the particulars of the building etc. as furnished against the individual items 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 university may wish to take.

Bidder
(Name & Signature of the Parties with seal)