



WEST BENGAL ELECTRICITY REGULATORY COMMISSION



West Bengal Electricity Regulatory Commission
FD-415A, Poura Bhawan, 3rd Floor,
Sector-III, Bidhannagar, Kolkata – 700106
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Ref No. WBERC/C-40/1(ii)/2782

Dated, Kolkata, the 11th September 2018

NOTICE

CALL FOR EXPRESSION OF INTEREST (EOI) FOR PURPOSE OF PRE-QUALIFICATION FOR OOURRIGHT PURCHASE OR PERPETUAL LEASE OF OFFICE SPACE

West Bengal Electricity Regulatory Commission (WBERC), a statutory body constituted under Electricity Act, 2003 requires Office Space of around 20000 sq. ft. with atleast 20 Car parking spaces, electric load and all necessary clearance from local authorities. WBERC invites Expression of Interest (EOI) from reputed Registered Promoters/Builders/Real estate Developers for outright purchase/perpetual lease (99 years) of the property. For details and downloading the EOI document visit www.wberc.gov.in. The EOI may be submitted addressing to the Secretary in the above address on or before **5.00 PM on 25.09.2018**.

Place : Kolkata

Dated : 11th September 2018

By Order of the Commission

Sd/- x x x

Secretary

Tel : (033) 2359 3397 , 2189
Fax: (033) 2359 3397 , 9720

FD-415A, Poura Bhawan , 3rd Floor, Sector - III
Bidhannagar, Kolkata - 700106

Email : cp-wberc@gov.in
Website: www.wberc.net

**CALL FOR
EXPRESSION OF INTEREST (EOI)
FOR THE PURPOSE OF OUTRIGHT PURCHASE
OR PERPETUAL LEASE OF OFFICE SPACE**



Issued By

West Bengal Electricity Regulatory Commission

**FD-415A, Poura Bhawan, 3rd Floor, Sector-III,
Bidhannagar, Kolkata, West Bengal
PIN Code – 700 106.**

1. **Background:**

West Bengal Electricity Regulatory Commission, a statutory body constituted under Electricity Act, 2003 (hereafter will be referred to as '**Commission**') intends to purchase an office space exclusively for the use of Commission in Kolkata or Salt Lake or New Town Rajarhat area. As a sequel to this process, the Commission invites Expression of Interest (EOI) from reputed Registered Promoters/ Builders/ Real estate Developers for outright purchase/ perpetual lease (99 years) of Office Space. Marketing Agents on behalf of Registered Developers with proper Power of Attorney may also participate in the EOI process and submit their EOI. The EOI must be submitted in sealed envelope.

2. **Criteria for Office Space:**

- 2.1 The requirement of carpet area for the office of the Commission will be more or less 20,000 sq. ft. (twenty thousand sq. ft.) preferably in a single floor or spread over in three floors (maximum) in a single building or complete in one exclusive building premise with at least 20 Car parking spaces for exclusive use by the Commission. The office space must be contiguous in nature and the premises must be gated premises.
- 2.2 The property should be conveniently located in either Salt Lake or New Town Action Area – I & II, or by the side of EM Bypass from Ultadanga to Hiland Park & Rash Behari Connector in Kolkata having proper approach road, entry and exit gate, etc.
- 2.3 The building should not be older than 5 years (completion not before the year 2013). Buildings nearing completion or semi-finished which can be completed in 4 months time will also be considered.
- 2.4 The space should be finished in all respect with all amenities (such as Lifts, Centralised Air-conditioning, Public Health installations, adequate Fire protection and detection system, Flooring, False Ceiling, wall painting, power back-up facilities, etc.) and completion certificate for occupation for an early settlement. The floor height shall be minimum 2.5 m from floor to false ceiling level.
- 2.5 There should have at least two Lifts, each having capacity for carrying 8-10 (eight to ten) persons or more, minimum 4 (four) toilets including one lady's toilet in case of single floor and if the space is spread over more than one floor then at least 2 (two) toilets in each floor including lady's toilet is required.
- 2.6 The building/requisite space should have arrangement for centralised air-conditioning system. The building/requisite space should have sound fire-extinguishing system duly approved by the competent authority. The building/ requisite space should have sufficient water supply arrangement. There must be separate electric meter for the designated space and the connected load shall be sufficient (not less than 140 KW) for office gadgets/equipments.

2.7 The land and property should be free from all encumbrances having full marketable title to the bidder, either by ownership or Govt. lease (99 years). On acquisition of the property, the Commission being bonafide owner of the same shall have the right to make necessary civil, electrical, plumbing, and other related works for its use without recourse to the seller.

3. Pre-qualification criteria for the Agency:

3.1 The applicant should be a reputed Registered Promoters/ Builders/ Real estate Developers of repute with sound experience in performing above mentioned services. Marketing Agents on behalf of Registered Developers with proper Power of Attorney may also participate in the EOI process.

3.2 The intending Agency shall have to submit the EOI along with supporting documents in Format – A (as annexed) in a sealed cover along with a communication under Letter head stationery expressing interest in undertaking the process. The EOI should be duly bound and supported by relevant documents.

4. Last date for submission of EOI:

The last date for submission of sealed EOI is 25.09.2018 (up to 5.00 PM.). The EOI received after due date shall not be accepted. The EOI should be addressed to The Secretary, West Bengal Electricity Regulatory Commission (WBERC), FD-415A, Poura Bhawan, 3rd Floor Sector – III, Bidhannagar, Kolkata - 700106. The Interested agencies will submit EOI in a sealed envelope clearly super scribing "EOI FOR OUTRIGHT PURCHASE/ PERPETUAL LEASE OF OFFICE SPACE".

5. Opening of EOI:

All submitted EOIs will be opened on the 26.09.2018 at 2.30 PM. The representatives of the participating agencies should be present at the time of opening.

6. Meeting for short-listing of qualified bidders:

6.1 A meeting with all the intending bidders who will submit their EOI will be held on 28.09.2018 at the Conference Hall of the Commission (FD-415A, Poura Bhawan, 3rd Floor Sector – III, Bidhannagar, Kolkata - 700106) at 11.00 AM.

6.2 Based on the information provided in the EOI, a list of bidders will be prepared and announced in the meeting on the basis of Evaluation criteria (Format – A) fixed by the Commission and accordingly, they will qualify for submitting their detailed offer subsequently.

7. Criteria for short-listing of qualified bidders:

- 7.1 All fields of the 'Format – A' are mandatory. Void of any field of the EOI submitted by any bidder will be summarily rejected and will not be short listed for participating in the 2nd round of the bidding process.
- 7.2 Each page of the EOI document must be signed and sealed (in case of agency) including supporting documents. Else the EOI will not be considered for short listing.

8. Other information:

- 8.1 Proposals of the bids must remain valid for a period of 180 days from the last date of its submission.
- 8.2 The successful/short listed bidders would be required to submit further their offers in Two Bid concept – technical and financial separately in sealed envelopes as per directives of the Commission in order to follow the Quality and Cost Based Assessment and Selection (QCBS) system.
- 8.3 The final bidding process shall be held on-line on e-tendering platform on Reverse bidding. If required by the attending bidders, the e-tendering method shall be explained during the aforesaid meeting.
- 8.4 The bid document will be available to successful pre-qualified bidders by paying a sum of Rs. 5000/- (Rupees five thousand) only for submission to the Commission within a specified period.
- 8.5 Final submission of Technical and Financial offers will attract an EMD, the amount to be specified in the subsequent bid document in form of Bank Draft or Bank Guarantee valid up to six months from Scheduled Banks.

9. Rights of the Commission:

The Commission reserves the right to accept /reject the EOIs received without assigning any reasons whatsoever, or may call for any additional information/ clarification, if so required.

10. Court Jurisdiction

This shall be subject to the exclusive jurisdiction of Kolkata.

Format – A**FORMAT FOR SUBMISSION OF EOI**

Sl. No.	Credentials	Information	Ref. page no. of supporting documents
1	Name of Owner/ Agency and full address with contact no. and e-mail address.		
2	Copy of Aadhaar Card of Owner		
3	Name of Co-owners/ Partners/ Directors (wherever applicable)		
4	Copy of PAN Card		
5	Copy of GST Registration Certificate		
6	Copy of Trade Licence		
7	Brief credential of the bidder indicating past experience		
8	Full address of the premises offered for sale/ lease with prominent landmark.		
9	Whether on main road If not, Distance from main road		
10	Whether there is direct and independent access to the premises from main road		
11	Whether freehold or leasehold (copy of Title Deed of the land and the building)		
12	Area offered floor-wise (copies of site plan of the land and sanctioned plan of building by Municipal authorities)		
13	Property Boundaries by East, West, North and South		
14	Type of building	Res./Comm./Both	
15	Type of construction		
	Year of construction		
16	In case of newly constructed building, whether Occupancy Certificate is obtained; Power connection with connected load and separate meter available; water connection available		
17	If the building is under construction whether the plan of the building is approved. Time required to complete the construction and handing over the property with possession letter.		
18	In case of old building, whether		

Sl. No.	Credentials	Information	Ref. page no. of supporting documents
	repair/ renovation is required. If so, cost of repair/ renovation		
19	Name of Architects and other Consultants		
20	Declaration that the building has been constructed as per sanction plan and no deviation has taken place.		
21	Thickness and material of exterior walls		
22	Type of Joinery used		
23	Type of partition		
	a) Type of flooring done b) Detail of wall cladding c) Painting d) Plumbing & Sanitary fixture e) Electrical points - KW per Sft to be mentioned f) Detail on HVAC system		
24	Arrangement of Power back up		
25	NOC from Fire Control authority		
26	Copy of registered deed between Developer and land owner		
27	Copy of Power of Attorney, if applicable.		
28	If the building is shared, names of other Occupiers in the building.		
29	Nearby public amenities available		
30	Nearby Police station, Fire station & Hospital		
31	Select photographs of the property		

Place:
Date:

(Signature of Owner)
(Office Seal)