



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory body under an Act of Parliament)

COIMBATORE CHAPTER

No.13-14,Third Floor, S.F.I. Apartment, Sathyamoorthy Road,Ramnagar. Coimbatore – 641009

TELEPHONE: + 0422-2236470 EMAIL: coimbatore@icmai.in

Website: www.icmai.in

**TENDER FOR PURCHASE OF NON-AGRICULTURAL LAND
FOR
COIMBATORE CHAPTER
OF
THE INSTITUTE OF COST ACCOUNTANTS OF INDIA
FOR
SETTING UP OF A NEW OFFICE BUILDING
FOR
EDUCATION AND ADMINISTRATIVE PURPOSES**



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NOTICE INVITING TENDER

Tender Ref. No.: ICMAI/INFRA/LAND/COIMBATORE/01

Date: 26.10.2024.

SUB: INVITING TENDER FOR PURCHASE OF NON-AGRICULTURAL LAND FOR COIMBATORE CHAPTER OF THE INSTITUTE OF COST ACCOUNTANTS OF INDIA FOR SETTING UP OF A NEW OFFICE BUILDING FOR EDUCATION AND ADMINISTRATIVE PURPOSES.

The Coimbatore Chapter of “The Institute of Cost Accountants of India” (herein after Coimbatore Chapter of ICMAI) invites on behalf of the Institute of Cost Accountants (Statutory Body under an Act of Parliament) **Two Bid Tender** from the interested land owners for sale of their LAND PARCEL in the city of Coimbatore, Tamil Nadu preferably in the area Ramnagar, Trichy Main Road or in an area which is up to 10 Kilometres from the Main centre of Education hub of Coimbatore City (Schools/colleges/Universities).

Sr. No	Description	Details
1	Name of Work	Purchase of Non –agricultural land for setting up of a new building for Educational & Administrative purposes
2	Tender No	ICMAI/INFRA/LAND/COIMBATORE/01
3	Validity Of Offer	180 days from. the date of opening of Bid
4	Pre-bid Meeting	09/11/2024 [Saturday]
5	Place of pre-bid meeting	Coimbatore Chapter Office of ICMAI
5	Downloading / Submission of Tender:	
	a. Starts on	26/10/2024 at 16.00 Hrs. [Saturday]
	b. Ends on	15/11/2024 at 16.00 Hrs. [Friday]

The complete tender document is available on ICMAI website in the **TENDER SECTION** of www.icmai.in. ICMAI reserves the right to have negotiations with any or all, accept or reject any or all the Bids at any time without assigning any reason thereof.

TENDER SUBMISSION THROUGH PHYSICAL MODE

- (1) Technical & Financial bids superscripted as “**Technical bid**” and “**Price Bid**” are to be put in two separate envelopes which are then put in an outer envelope, sealed and superscripted with “**Tender for requirement of non-agricultural land for Institutional Use**” and to be submitted within the due date and time at the address given in General Conditions.
- (2) All the pages of the bids should be signed and stamped by the authorised signatory. Bidders shall have to submit documents certifying the nominated Authorised Signatory (ies).



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Terms & Conditions of the Tender

Sl. No.	Item.	Remarks
a.	Required size of land	6,500 Sq.Ft. to 7,500 Sq.Ft. approximately (free from. all encumbrances).
b.	Required land should be	<p>(i) The land should have direct access to a City Main Road.</p> <p>(ii) The frontage should be of Minimum. 50 ft. The land should be ideally functional in shape preferably plain and More or less at road level. The area of the Maximum. size rectangle (as it is the best type of shape of land) should be near to 80% of the total area of the land offered. The bidder Must prepare a plan showing this and submit it along with the documents</p> <p>(iii) The entire land being offered should be contiguous (Single Plot).</p> <p>(iv) The land should be non-agricultural.</p> <p>(v) Availability of power and water is absolutely essential.</p> <p>(vi) The land should be free from. overhead power transmission lines, pipelines of any nature, drainage etc.,</p> <p>(vii) The land should be out of notified and / or acquisition (present/proposed) by any statutory authority.</p> <p>(viii) There should be no squatters on the land</p> <p>(ix) The land should be free hold.</p> <p>(x) Preferred shape of the plot either square, rectangular or functional.</p>
c.	The Party should provide	<p>(i) Confirmed layout plan with all relevant details specifying the available width of the road from. where the plot is accessed.</p> <p>(ii) The distance from. the plot to the nearest city Main Road/state highway / national highway and mention the highway number.</p> <p>(iii) In the event the parcel of land does not belong to the bidder, copy(ies) of Power of Attorney signed by the landowner(s) on Stamp papers of Rs. 100/- (Minimum) in favour of the bidder to be provided to us to establish that the bidder is really in a position to register the land in our favour.</p> <p>(iv) Real Estate Agent can also participate in the Tender; however, no brokerage charges will be paid by the Institute.</p> <p>(v) The bidder should take care of all claims / disputes originating from. or raised by the landowner(s)/erstwhile landowners and should indemnify Coimbatore Chapter of ICMAI against all such actions.</p> <p>(vi) On finalisation of the deal, before ICMAI effect any payment, the bidder has to fence the entire periphery with barbed-wire.</p> <p>(vii) All documentary evidences / identity proof and other related document(s), if any, to establish ownership of the land should be provided by the respective land owners.</p> <p>(viii) Original Encumbrance certificate from. the sub-Registrar / Registrar office for the last 15 years shall be submitted.</p>
d.	Pricing	<p>(i) Offered price of the land to be provided with a validity of at least 6 Months. Confirmation is also required, in case the deal Matures and the process of registration takes longer time for no fault of us, the price cannot be changed.</p> <p>(ii) The party has to provide necessary Statutory Clearances, Urban Ceiling, Non-agricultural Conversion, Non-Encumbrance Certificate, which will be free of charge of Coimbatore Chapter of ICMAI.</p>



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Sl. No.	Item.	Remarks
		(iii) The price schedule quoted in (d)(i) above should provide information of indicative stamp duty for registration.
e.	Scope of Work	(i) The Bidder would take the responsibility of execution of Conveyance Deed. (ii) The bidder should take full responsibility in offering land to the Chapter in compliance with all the applicable statutory provisions as May be enumerated in the relevant Laws / Acts / Provisions of the State. The Transfer Fees or any other charges or contributions and other expenses demanded by and/or payable for transfer of plot of land shall be borne by Coimbatore Chapter of ICMAI (like stamp duty, registration charges. etc.). (iii) No Employment or any other preference will be given to the landlords or their dependents relatives or any other person claiming as affected person.
f.	Payment terms	1. Part Payment (as to be quoted in price bid) on execution of Agreement of sale. 2. Balance payment on execution of sale deed and on handing over complete possession of the property to ICMAI. 3. The final payment will be disbursed contingent upon the satisfactory clearance of all required documents, including title clearance and the issuance of a No Objection Certificate (N.O.C.) or any other documents. In the event that any discrepancies or irregularities are discovered during the process, any partial payments that have been made shall be returned to the Coimbatore Chapter of the Institute.
g.	Measurement of plot	The actual plot area (net area) shall be jointly Measured by Coimbatore Chapter of ICMAI in presence of the bidder/representative by engaging a licensed surveyor, Technical Consultant & Legal Consultant engaged by Coimbatore Chapter of ICMAI. Charges for the Licensed Surveyor to be borne by the successful Bidder.

In case of any queries, the interested party May contact or write email to The Coimbatore Chapter of ICMAI (email: Coimbatore@icmai.in, Contact No.: 0422-2236470). The queries will be responded within 48 hrs. time.

[_____]
Convener, Tender Committee
Coimbatore Chapter of ICMAI

NOTE:

1. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Coimbatore Chapter of ICMAI is detected at any stage.
2. The Institute reserves the right to cancel the tender/offers without assigning any reason whatsoever.
3. Received Bids are considered only as offers and will have no legal binding on Coimbatore Chapter of ICMAI.



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IMPORTANT INSTRUCTIONS TO THE APPLICANT

1. This EOI Document contains two Parts. Part - I **Technical Bid** (containing property details allied information) and Part - II **Price Bid**, which are to be duly filled in by the applicant.
2. Application forms can be downloaded from the website of the Institute of the Cost Accountants of India, i.e., www.icmai.in (under the head Tender). Application shall be accompanied with Demand Draft for an amount of Rs. 2000/- (**Rupees Two Thousand Only**) plus **18% GST (non- refundable)** and **EMD (refundable) of Rs. 50,000/- (Rupees Fifty Thousand only)** in favour of **The Institute of Cost Accountants of India – Coimbatore Chapter payable at Coimbatore** towards cost of application form and EMD respectively. Without the demand drafts towards application fee & EMD amount the Bid shall be liable to be rejected.
3. Duly filled in applications shall be submitted in two separate sealed envelopes clearly mentioned as “Part -I: Open Offer Document I (Property Details)” and “Part – II: Open Offer Document II (Price Offer).” Both the sealed envelopes to be put into another envelope and it should be superscribed as “**EXPRESSION OF INTEREST FOR PURCHASE OF LAND AT COIMBATORE FOR INSTITUTIONAL PURPOSES**” and shall be sent either by registered post/speed post or may be dropped in the designated tender box at the address given below:

**The Chairman,
The Institute of Cost Accountants of India,
Coimbatore Chapter,
No.13-14, Third Floor, S.F.I. Apartment,
Sathyamoorthy Road,
Ramnagar, Coimbatore – 641009**

4. The last date of submission of duly filled in applications is on or before **15th November, 2024 up to 16:00 Hrs.**
5. The Pre-Bid Queries (if any) shall be sent by the applicants on email ID Coimbatore@icmai.in **on or before 05.11.2024.**
6. **Pre-bid meetings for any clarifications will be held on 9th November, 2024 at 15:00 Hrs in physical Mode at the office of Coimbatore Chapter of the Institute as per the address given above.**
7. The application shall be duly signed by the Owner / Authorized representative of the owner having necessary authorization/ Power of Attorney (as applicable) to do so. The Applicant shall sign each page of the application. (Copy of Power of Attorney/ Memorandum of Association/Partnership Deed/Board Resolution shall be furnished along with the application).
8. If the space in the proforma is insufficient for furnishing full details, such information shall be supplemented on separate sheets of paper stating therein the part for the proforma and serial number. Separate sheets may be used for each part of the Tender.
9. In case of joint ownership or where there is more than one owner, application should be made jointly or by authorizing any one person on behalf of all.
10. Where there is any charge created on the property, undertaking to the effect that any encumbrances on the property will be cleared at the time of execution of the said transaction.
11. All the letters / relevant documents accompanying this Expression of Interest application shall be submitted in duplicate.
12. Applications containing false and/or inadequate information are liable for rejection.



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13. Applications received after the stipulated date and time shall not be entertained. The ICMAI shall not be liable for any postal delays whatsoever and applications received after the stipulated time/date are liable to be rejected summarily without giving any reason thereof.
14. In case of incomplete submissions, ICMAI shall be under no obligation to give the applicant an opportunity to make good such deficiencies and ICMAI shall at its discretion treat such applications as incomplete and shall not consider for further evaluation.
15. Conditional applications shall be summarily rejected.
16. ICMAI reserves the right to accept or reject any or all applications at any stage in part or full without assigning any reason therefor.
17. In case of any clarifications, the applicants may contact at Coimbatore Chapter of the Institute of Cost Accountants of India either through contact no: 0422-2236470 or e-mail: Coimbatore@icmai.in
18. Representative of Applicant may attend the Opening of Technical Bids physically. Bids shall be opened even if bidders are not present. Date, time & venue for opening of bids will be intimated by publishing same on website of ICMAI under Tender/EOI section, same will be hosted after last date of submission of Tender i.e., 15th November, 2024.
19. Representatives of ICMAI shall visit the Premises Offered by Applicants for inspection of Premises so as to ascertain its suitability for the Institutional purpose. In case, the premises are found unsuitable, Financial Bid for it shall not be opened.

ICMAI reserves its right for Shortlisting of Bids (based on Nos. of Bids received). The shortlisting shall be based on Location, Suitability, Approach, Neighbourhood/Vicinity, Available Parking (in-House and on-street both), available Circulation space, arrangements of Power & Water of the Property Offered as per the requirements of ICMAI.

In case Shortlisting process is adopted, technical bids of Shortlisted Applicants only shall be considered and ICMAI shall communicate with the Shortlisted applicants only. Financial Bids of Shortlisted Applicant shall only be opened by ICMAI.

Otherwise, all the Bids shall be considered for Evaluation by ICMAI.

20. Financial offers of Shortlisted Bids shall be opened in the presence of representatives of applicants (if any). Bids shall be opened even if bidders are not present. Schedule of Opening of Financial Bids shall be communicated through e-mail to the Shortlisted applicants only.
21. The Applicants shall furnish a photocopy of the Original Copy of Title Deed of property with proof of Identity of Ownership along with Photograph(s) to the Coimbatore Chapter of ICMAI.

Also, Applicants shall furnish copies of all the Originals of Supporting Documents which are required to be submitted by the Applicant as mentioned in this Document.

The Applicants shall be informed for furnishing original documents at any stage of evaluation process in writing by ICMAI.

If any Applicant fails/unable to furnish aforementioned original documents within 30 days of its intimation by ICMAI then Institute have the right to accept or reject such bids.

22. The Validity of Bid/offer shall be up to 180 days from the last date of submission of applications/bids.
23. In case Applicant intends to Bid for multiple Properties, separate bid for each property shall be prepared & submitted in prescribed format with all supporting documents attached therewith.

The Land offered under this EOI Document should have Institutional use. (Supporting document in this regard is required to be submitted.)



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24. The Property Offered under this EOI shall be free from any Mortgage / hypothecation and free from Encumbrances at the time of execution of agreement. (CERSAI report of the property in this regard is to be submitted along with the bid submission.)
25. In case of any dispute or difference arising in relation to meaning or interpretation of any of the clause of this EOI, the authorized official of the Institute and the seller will address the disputes/ differences for mutual resolution within one month from the date on which such dispute arose.
26. All disputes arising out of this EOI are subject to the jurisdiction of Courts in Tamil Nadu only.

GENERAL CONDITIONS

1. Submission of Tender bids through e-mail or Fax will not be accepted.
2. The Tender Committee of Coimbatore Chapter of ICMAI will evaluate the suitability of land by providing due weightage to the proximity of the land to National Highway/ State Highway, development in the area, Guideline value of the property as fixed by the local government/ Authority, transportation facility and access to the plot, landscape of the plot etc., The decision of the Committee will be final and binding on the bidder(s).
3. The price bid(s) of such bidder(s) will be opened only who has cleared MQP and obtained qualifying marks in technical evaluation.
4. The successful bidder will not be allowed to alter / disturb land including cutting/ removing of trees/ structures/ Earth after finalization of the deal. Non-compliance of this condition will lead to disqualification of the bid.
5. As and when necessary, Coimbatore Chapter of ICMAI reserves the right to add/alter terms and conditions of the tender. It would be the sole responsibility of the bidder to get the same checked from the above addressee before submission of the Tender.
6. All the documents and the price bid should be signed and stamped by the authorised signatory.
7. In case of any dispute or difference arising out of this tender, the matter shall be referred for adjudication at Coimbatore to a sole arbitrator to be appointed mutually under the provisions of Arbitration and Reconciliation Act 1996 including any statutory modifications or enactment thereof shall apply to the arbitration proceedings. The fees of the arbitrator, if any, shall be paid equally by both the parties. The Arbitration proceedings shall be in English language and the award shall be a speaking award binding on both the parties.
8. ICMAI reserves the right to cancel the tender / offer(s) of any / all bidders without assigning any reason whatsoever.
9. This tender and matters related thereto are subject to exclusive jurisdiction of courts in Tamil Nadu.
10. It may be noted that bid of any bidder may be rejected if a conflict of interest between the bidder and the ICMAI is detected at any stage.
11. Interested parties are requested to submit their bids either through physical documents within the due date and time of the Tender.
12. An applicant can submit any number of Bids, but each bid must be in a separate envelope.
13. The rates offered by the landowner shall initially remain valid for a period of 180 days. The validity of offers may require extension of time with the consent of the landowner.
14. The owner of the land should preferably submit the bid directly; else, the bid must accompany an authorization letter duly issued by the landowner in favour of the person/agency submitting the bid.
15. If multiple companies / groups of individuals own the land then preferably all the authorized representatives of such companies/ individuals should sign the TENDER documents. An authorization letter in favour of the persons signing on behalf of a company/ individual must accompany the bid. In case only one person is signing



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on behalf of all the companies/individual then all such companies/individual shall issue an authorization letter in favour of person signing the TENDER duly attested by Notary Public.

16. The following are the technical specifications pertaining to land, and not the evaluation criteria. This shall be adopted for selecting the site(s)/location(s) for further negotiations for purchase of land parcel.
- i. The Location: Coimbatore Chapter of ICMAI preferred locations are Ramnagar, Gandhipuram, Ramanathapuram, Singanallur, Peelamedu and Saibaba Colony of Coimbatore, Tamil Nadu.
 - ii. Size of the Land Parcel: Minimum area of land parcel required for outright purchase shall be between 0.137 – 0.207 Acres.
 - iii. Current land use: The land use of the offered land parcel must be Commercial cum Residential nature.
 - iv. Accessibility: The location of site offered should draw its access from major road and the site should be in proximity to the existing development and landmarks of similar nature.
 - v. Shape: The shape of the land parcel should be square, rectangle or functional. Irregular shapes would not be given preference.
 - vi. Infrastructure: Availability of requisite infrastructure shall be given preference. The availability of Basic Infrastructure i.e., Water supply, Sewerage, Electricity & Storm Water Drainage etc.
 - vii. Existence of permanent structures: There should be no such permanent structures on the land parcel offered for sale.
 - viii. Status of land should be freehold
 - ix. Viability of the project based on cost input versus sales realization.
 - x. Development parameters such as Land use, permissible Floor Area Ratio (FAR), Ground Coverage, Permissible Density, Set Backs applicable to the Plot, Permissible height, Maximum Constructible Area etc.
 - xi. Status of likely support from local Govt. w.r.t. levy of various taxes /duties /cesses & approvals etc.
 - xii. Coimbatore Chapter of ICMAI subsequently may carry out due diligence or other verifications for its satisfaction, for which all assistance shall have to be provided by the applicant / Land owner(s) including ownership documents and chain of documents.
 - xiii. The application(s) not accompanied by the documents as per the check-list, is/are liable to be rejected.
 - xiv. The Tender Committee of Coimbatore Chapter reserves the right to accept or reject any or all the applications, without assigning any reason for whatsoever reasons.
 - xv. The Tender Committee of Coimbatore Chapter of ICMAI is not bound to give reasons for rejection of any of the bid.
 - xvi. The decision of Selection Committee in this matter shall be final & binding on all the applicants.



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STEPS FOR SELECTION OF LAND PARCEL'S PART A: -

Mandatory Prequalification Criteria

- 1) The plot should be Freehold & There should be Clear title on Land. Relevant photocopies to be attached with a covering letter.
- 2) The party should furnish a clear and marketable Title Investigation Report (TIR) from a lawyer which should not more than Three Months old from the date of Notice of inviting Tender.
- 3) The Party should submit photocopies of Receipt of all taxes paid which are due for payment till 31st March 2024 in respect of the subject land parcel.
- 4) The Land should be non-agricultural Land. Proof of the same should be submitted.

All these documents should be submitted in a sealed cover marked as Part –A, “Mandatory Prequalification Criteria” and Tender Ref. No. **ICMAI/INFRA/LAND/COIMBATORE/01 dated 26.10.2024.**

Next stage in selection is bidder providing relevant details, for evaluation of the bid technically. Only the “technical bid” documents of those bidders who qualify in the “Mandatory Pre-Qualification Criteria” will be opened by The Tender Committee of Coimbatore Chapter of ICMAI.



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Technical Bid Evaluation Process

The Tender Committee of Coimbatore Chapter of ICMAI shall open & scrutinize the Bids submitted by the intending land owners taking into consideration the selection criteria. The selection here is based on the bidder obtaining the **minimum qualifying marks of at least 60**. The following are the parameters for technical evaluation.

Parameters for Technical Evaluation	Maximum Marks
Distance from Railway Station by shortest road route. 0 up to 10 Km 30 10.10 to 20 Km 25 20.10 to 25 Km 15 More Than 25.10 Km 0 Bidder to provide the distance in KMs.	30
Distance from nearest point of 60FT wide Main Road. 0 to 250 Mt. 20 251 to 500 Mt. 15 501 to 750 Mt. 10 751 to 1000 Mt. 5 More than 1 Km 0	20
Topography of the plot (Survey drawing showing the topography of the plot needs to be submitted (Undulated or Flat) – (i) Fairly levelled plot level (difference between highest level and lowest level of the plot should not be more than 1.00 Mtr. (Full 10 Marks will be given) (ii) Fairly unlevelled plot level (difference between highest level and lowest level of the plot is more than 1.00 Mtr but less than 2.50 Mtr. (5 Marks will be given) (iii) If the profile of the plot is such that (Difference between highest level and lowest level of the plot is more than 2.50 Mtr) (0 Marks will be given)	10
Availability of nearest electric sub-station for tapping of HT Connection Power Connection. A base distance of 100 Mtr is assumed for calculation. (If Yes 10 Marks will be given otherwise Zero Marks will be given)	10
Availability of Storm Water drainage system (Yes/ No). (If Yes 5 Marks will be given otherwise Zero Marks will be given)	5
Availability of Boundary Wall (Barbed wire fencing will not be assumed as boundary wall) (Yes / No). (If Yes 10 Marks will be given otherwise Zero Marks will be given)	10
Shape of the Plot (i) If the plot is Regular Shape (Square OR Rectangular OR Functional) 20 Marks will be given (ii) If Irregular Shape - 5 marks will be given	20
Total	105



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The above details should be sent in a separate cover marked Part B – Technical Evaluation referring the **Tender Ref. No.:** ICMAI/INFRA/LAND/COIMBATORE/01 **Dated 26.10.2024.**

Only those bidders who score not less than 60 will be considered for opening their price bid.

B. Financial Evaluation

Price bid will be opened only for those bidders who qualify in MQP & Technical Bid Evaluation, **Evaluation Procedure.**

The bid will be evaluated based on marks obtained in technical bid & the price bid will be loaded keeping in mind marks received by the highest bidder taken as 100 %. The following example gives an illustration of the procedure.

Example	Marks Obtained	Rate/Acre	Weighted Price
A	90	50 Lakh	(50*90/90) 50.00 Lakh
B	75	40 Lakh	(40*90/75) 48.00 Lakh
C	80	60 Lakh	(60*90/80) 67.50 Lakh
D	60	40 Lakh	(30*90/60) 60.00 Lakh
E	50 (DISQUALIFIED)		

- iii) TSC will submit its recommendations for a particular land parcel(s) for approval to the competent authority of The Tender Committee of Coimbatore Chapter of ICMAI. The Tender Committee of Coimbatore Chapter of ICMAI shall issue LOI in the name of landowners on approval of proposal by the competent authority of The Tender Committee of Coimbatore Chapter of ICMAI.
- iv) The Tender Committee of Coimbatore Chapter of ICMAI shall enter into an Agreement to purchase on receipt of clear due diligence report and settlement of all terms & conditions.
- v) Subsequently a sale deed shall be executed on fulfilment of other conditions mentioned in the Agreement to sell.
- vi) All the pending statutory / other dues prior to purchase will be borne by the Land Owner(s).

The price bid to be put in a separate cover marked Part C – Price Bid – ICMAI/INFRA/LAND/COIMBATORE/01 dated **26.10.2024.**

Price bid format given in the last page of this tender.

The party whose quote is lowest per acre based on the duly loaded and weighed process as explained above) will be called for discussions to proceed further in the tender.

Disclaimer Clause:

The buyer (Coimbatore Chapter of the Institute of Cost Accountants of India) is not responsible for any failure of submission of bids due to failure of Internet or other connectivity problems or reasons thereof.

Date:

Date:

Authorised Signatory
Stamp:



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PART – I

TECHNICAL BID

Dear Sir,

Sub: Your Advertisement in ‘.....’ News Paper Dated for purchase of Land at Coimbatore, Tamil Nadu State for Coimbatore Chapter of the Institute of Cost Accountants of India (ICMAI) for Institutional Purposes.

With reference to the above cited subject, I / We hereby offer My / our plot of Land under. The details of the property are here under.

A. About the seller/s:

Sr. No.	Required Information	Information to be filled in by landlord/s
1.	Name/s of seller/s and Address:	
2.	Seller’s organization: (Individual/HUF/AOP/partnership firm. /Company etc.)	
3.	PAN No:	
4.	In case of Individual: Name, Age, Occupation and Address.	
5.	In case of HUF: Members name, Age, Occupation and Address.	
6.	In case of AOP – Name, age, occupation and Address of Members of Association.	
7.	In case of partnership firm.: Name, Age, Occupation and Address of all the partners.	
8.	In case of company: Name, Age, Occupation and Address of all the Directors.	
9.	Details of contacts of the Landlord/s: Landline Nos.: Mobile Nos.: Email Address:	



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Website: www.icmai.in

B. About the land:

Sr. No.	Required Information	Information to be filled in by landlord/s
1.	Area in - Sq. Mt. Sq. ft.
2.	Length and Breadth and Shape -	North Mt. or ft. South Mt... or ft. East Mt. or ft. West Mt. or ft. Square / Rectangular / Irregular Facing of the land towards the approach road (East/West/South/North) Whether the plot is in the same level that of the approach road? (Yes / No) Whether the plot is encroached by any HT electricity line / Telephone / Cable lines / Sewerage lines / Mobile tower etc.? (Yes / No) Availability of Sewerage lines to be connected with existing waste disposal lines of local Municipal Corporation? (Yes / No) Whether the plot is free from water logging area of the city? (Yes / No)
3.	Location: Detailed Address of the plot with old Survey No., New Survey No., City Survey No., Final Plot No., etc.	
4.	Nearby landmark/s to the plot of land.	
5.	Whether Non – Agricultural land, if yes, Collector’s NA Order Ref. and Date.	
6.	Distance of the property from. City/ from. following: (a) Bus stand (b) Airport (c) Railway Station (d) Main City (e) Institute premises (f) Existing Chapter office KMTs. KMTs. KMTs. KMTs. KMTs. KMTs.



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Sr. No.	Required Information	Information to be filled in by landlord/s
7.	Location Boundary details –	East: By South: By West: By North: By
8.	Approach Road width Type of Road: ft. (Metal road / Non-metal road / Non-pucca road)
9.	Whether the Educational/Institutional Activities are permitted on the said property	
10.	Details of Approved corporation Plan, sanction Ref. and Date (if applicable):	
11.	Availability/Source of basic facilities: Water, Electricity, Drainage, Telephone/Internet connectivity
12.	Since when plot of land is owned by present seller/s :	
13.	Last date of payment of Non- Agricultural Tax and period:	
14.	Character of the land (freehold / leasehold)	
15.	Zone declared by Competent Authority with permissible FAR for construction of building :	

C. About the legal title of Land

Sr. No.	Required Information	Information to be filled in by landlord/s
1.	Owner/s Name as per 7/12 Extract OR City Survey Card /'B' Tenure Permission	
2.	Registered Document Reference and its date, showing the land in the name of the present owner	
3.	Details of encumbrance on the plot of land, (if any) If yes, the Name and Address of the lender Institution /Bank Amount of loan outstanding as on/.... /.....	
4.	With whom. the original property documents are lying	
5.	Whether property is charged under Registered Document If charged, details of Document, Registration No. Dt.	



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Sr. No.	Required Information	Information to be filled in by landlord/s
6.	Time required to submit the original documents to ICMAI's Advocate and Legal Consultant for inspection and verification.	
7.	When the last Title Search was taken? Brief remarks on Title Search with Lawyer's name and Address	
8.	In case the Seller is a Company, whether sale of land is authorized by Board of Directors by a Resolution? Give Date of Board Meeting and Resolution No.	

D. Certified copies of the documents to be attached for the Land to be offered:

Sr. No.	Document	Remarks
1.	Pan Card/s of the Seller/s	
2.	Memorandum. and Articles of Association, in case of company, Partnership Deed and Registration Certificate in case of partnership firm.	
3.	List of HUF Members as certified by Bankers along with partition deed, if any,	
4.	Title document/s, Sale Deed, Gift Deed, Partition Deed, Lease Deed etc. in favour of Present Seller/s. - Index II Report. - Document Registration Receipt	
5.	Non-Agriculture use: Collector's Order	
6.	Land demarcation plan	
7.	Zoning Certificate	
8.	Land reservation for Educational Purpose Competent Authority's Certificate	
9.	Copy of Approved plan by _____ Municipal Corporation	
10.	Copy of latest paid NA Tax Receipt.	
11.	Copy of latest paid Property Tax to _____ Municipal Corporation	
12.	Handwritten and computerized Village Form. No. 7/12 Extract with all the 6D Mutations thereon along with Village Form. No. 8A Extract, City Survey Card with all the Mutations thereon, Form. B in Case of Final Plot in	



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Sr. No.	Document	Remarks
	TP Scheme	
13.	Encumbrance Certificate with outstanding dues of lending Institution	
14.	Copy of latest Title Search Report	
15.	Copy of Board Resolution in case of company,	
16.	In case the seller is Company/Firm. /Society/Trust, certified true copy of the relevant resolution of taking decision for selling the land / building to ICMAI and authorizing a person, in terms of its bye laws, for executing and signing the deeds / documents / undertakings etc. in order to sell/transfer the said property together with certified copy of its Memorandum. & Articles of Association/Bye-laws, as applicable.	

I/We hereby confirm. that the above referred information and documents are true and correct and open for inspection and verification by the advocate and legal consultants appointed by the Institute of Cost Accountants of India, Coimbatore Chapter.

I/We are also aware that our offer May not be accepted by the Institute of Cost Accountants of India and May be rejected without assigning any reasons therefor.

I/We submit financial offer in a separate sealed envelope.

**Signature of seller/s /Authorized Person
with Designation and Stamp
Address with Phone No and E Mail:**

Place:

Date:/...../.....



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DECLARATIONS

Appendix -A

Bidders are required to give declarations / undertaking in respect of the following:

I/We, _____ s/o _____, and r/o _____) on behalf of _____ (Name of the company, if applicable), that have submitted its **TENDER FOR PURCHASE OF LAND** at _____ (Location) confirms that;

Sl. No.	Item. of Declaration / Undertaking	Whether provided	
		Yes	No
1	The offered land stand mutated in the name of me /us /said company.		
2	The offered land have a clear title and there is no dispute of any kind on this land.		
3	The said land fall under the approved Master Plan of local Authority.		
4	The land is/are free from all kind of encumbrances.		
5	The property is freehold.		
6	We further confirm that;		
A)	We, have not taken any loan on the offered land. OR We had taken a loan, against the offered land, amounting to Rs. _____ from _____ (Name/address of the financial institution), which stands cleared as on date. OR We have taken a loan, against the offered land, amounting to Rs. _____ from _____ (Name/address of the financial institution), out of which an amount of Rs. _____ is outstanding as on date. (Please attach a certificate from the financial institution confirming the outstanding amount)		
B)	No charge has been created on the said offered land through Registrar of Companies (ROC)/Court of law in anyone's favour. OR A charge amounting to Rs. _____ was created in favour of _____ through ROC/ Court of law, which stand cleared as on date. OR A charge amounting to Rs. _____ has been / was created in favour of - _____ through ROC/ Court of law which is still in force.		
C)	No third party lien or interest has been created on the offered premises. OR Third party lien or interest had been created on the offered premises which has been cleared as on date. OR Third party lien or interest has been created on the offered premises which is still in force (submit details as applicable).		



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Sl. No.	Item. of Declaration / Undertaking	Whether provided	
		Yes	No
7	In case the plot of land does not belong to the bidder, an undertaking is required to be submitted by the bidder confirming that the landowner would not claim. for any Money or Make any dispute pertaining to the land and also not claim. any job in the project as Project Affected People.		
8	Declaration regarding offer price to remain firm for a stipulated period of six months.		
9	Bidder will take the responsibility of execution of Conveyance Deed.		
10	Proof of ownership of the landowner(s) in terms of Clause c(ii) of the NIT has been provided.		
11	Availability of Power – High / Low tension, with / without substation.		
12	Availability of Water		
13	Whether there is any overhead High Tension Electricity connection passing through the plot of land		
14	Valuation report of the plot from a Govt. registered valuer as per the standard format (Mandatory)		

Authorised Signatory
Stamp:

Date



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PART - II PRICE BID

Date: /...../.....

To

The Chairman,
Coimbatore Chapter,
The Institute of Cost Accountants of India,
No.13-14,Third Floor, S.F.I. Apartment,
Sathyamoorthy Road, Ramnagar
Coimbatore – 641009

Dear Sir,

Sub: Your Advertisement in ‘.....’ Newspaper Dated..... for purchase of land for Coimbatore Chapter of “The Institute of Cost Accountants of India” (ICMAI) for Institutional Purposes at Coimbatore, Tamil Nadu.

In continuation to my/our submission for Offer Document dated/.... /..... with reference to the above cited subject, I/We give the following financial offer for the sale of my/ our plot of land bearing Survey No. /CTS No..... admeasuring aboutsq. mts. orsq. ft. situated at - (location details) owned by me/us, the details of which are given in Technical Bid along with date and signed by me/us.

A. Price of the plot of Land Measuring _____ Sq.Ft. Rs. _____

B. Cost of construction of Boundary Wall with RCC foundation of required size and design; RCC Tie Beam of required size and design, RCC columns from the top of the Tie beam of size 300mm X 230mm with required reinforcement with a spacing not more than 3.00 Mts. C/C of Height 1.50 Mts. from the existing Ground Level, Brick work of 230 mm thick of height 1.50 Mts. from the existing Ground Level and seven-layer barbed wire fencing above brick work of height 1.00 Mt. including painting etc. at all sides of the plot with two numbers Gates made of Mild Steel Section of height 1.50Mts. at the two corners of the front side of the plot. Rs. _____

Total Sale Price offer including cost of boundary wall (a + b): Rs.inclusive of all charges.

[Rs. (In Words)only]

Terms of payment –

1. Rs. On execution of Agreement of sale
[Maximum 50% of basic price offered for the land under sl. no. A above]
2. Rs. On execution of sale deed and on handing over complete possession of the property to ICMAI
[Balance Payment to be made (price offered for the land under sl. no. A above – payment made on execution of agreement for sale)].



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Expected Time Span for completion of sale deed after submission of all documents on acceptance of our offer
.....days

I/We are aware that our offer may not be accepted by The Institute of Cost Accountants of India and may be rejected without assigning any reasons therefor.

NOTE:

1. Above quoted rate /amount of the premises are inclusive of all charges/taxes whatsoever but excluding registration and stamp duty charges, which will be borne by the Institute.
2. Institute will not make payment for any other charges.
3. Applicable tax shall be deducted as per the applicable rules and norms, while making the payment.

Thanking you,

Yours faithfully,

(.....)

**Signature of seller/s /Authorized Person with
Designation and stamp Address
with Phone No and E Mail:**

Place:

Date:/..... /.....