



## THE HARYANA STATE COOPERATIVE SUPPLY AND MARKETING FEDERATION LIMITED

CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)

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Web-site: [www.hafed.gov.in](http://www.hafed.gov.in)



### TENDER NOTICE FOR LEASING OUT OF HAFED WAREHOUSE AT GURGAON

**Hafed** invites sealed tender for Leasing Out of Block wise space on Ist & IInd Floor of 93530.00 sq.ft. carpet area for three years in the multi storey Warehouse situated at District Office Hafed New Anaj Mandi Gurgaon. The floorwise/Blockwise details are as under:

Name of the floor	Block	Area (Sq.ft.)	Amount of	
			Earnest Money	Security(BG)
	Ist			
Ist Floor		18412.20	140000	400000
IInd Floor		18412.20	140000	400000
	IInd			
Ist Floor		13241.60	100000	300000
	IIIrd			
Ist Floor		21718.50	165000	500000
IInd Floor		21718.50	165000	500000
Total		93503.00	710000	2100000

The parties interested for taking on lease the total /block-wise space of 93503.00 sq.ft. may send their sealed offers quoting the monthly rent in **Rupees** per sq.ft to Hafed Distt.Office Gurgaon. The offer must be accompanied with the Earnest Money as given above against each block in the shape of DD in favour of **The Haryana State Cooperative Supply and Marketing Federation Limited**, payable at Panchkula. Prescribed Tender Form containing terms and conditions can be had from District Office Hafed New Anaj Mandi Gurgaon, on payment of Rs. 1000/- (non refundable) in cash or through Demand Draft payable to The Haryana State cooperative Supply and Marketing Federation Limited on any scheduled bank at Chandigarh/Panchkula on any working day during office hours. The offers along with required documents in the sealed envelopes must reach District office, Hafed, Anaj Mandi, Gurgaon latest by 2.00 PM to 15.1.2014. The tender will be opened on the same day at 3.00 PM in the presence of tenderers who wish to be present in the opening of tenders. The rent will be payable by the successful tenderer from the date of their possession. The successful tenderer will have to furnish bank guarantee (including Earnest money) in lieu of security in favour of Hafed for a period of 3 years which will be refunded/returned after successful completion of rent period. The Tender Forms and tender documents can also be down-loaded from the Hafed's website [www.hafed.nic.in](http://www.hafed.nic.in) and in that even the tenderer will be required to submit the DD of Rs. 1000/- in favour of Hafed/Cash receipt of Rs. 1000/- in addition to the Earnest Money along with Tender Form. No interest shall be paid on this account. Hafed reserves the right to accept or reject any/all offers without assigning any reason.

**MANAGING DIRECTOR  
HAFED PANCHKULA**

THE HARYANA STATE COOPERATIVE SUPPLY AND MARKETING FEDERATION  
LIMITED HAFED CORPROATE OFFICE SECTOR-5 PANCHKULA (HARYANA)

TENDER FORM FOR RENTING OUT WAREHOUSE AT DISTRICT OFFICE HAFED  
NEW ANAJ MANDI GURGAON

Tender Form No.

i)	Name of Tenderer:	
ii)	Complete address alongwith Telephone number / Mobile number / E.Mail /Fax if any.	
iii)	PAN of the Tenderer	
iv)	Past experience of the Tenderer in Warehousing/logistics	
v)	Business Turn over of the Tenderer during last three years.	
v)	Floor/Block wise Capacity offered by the Tenderer	
vi)	Floor/Block wise Rate offered by the Tenderer (Rs per sq.ft.per month)	
vii)	Detail of Earnest Money deposit (EMD) by the Tenderer (DD No/Cash Receipt No _____ Dated _____)	DD No./Cash receipt No.----- Dated-----

I/We agree to abide by the terms and conditions of Hafed mentioned in the tender form.

(Signature of the Tenderer)

## TERMS AND CODITIONS OF THE TENDER

1. Tenders are to be submitted in prescribed proforma 15.1.2014 by 2.00 P.M. at District Office Hafed Anaj Mandi Gurgaon .
2. The period of rent for Hafed warehouse at Gurgaon shall be three years only and thereafter the party will have to vacate the premises
3. The period of rent will start form the date of possession of warehouse by the party.
4. The rent from the party will be charged as per Sq. feet of the carpet area on monthly basis.
5. The monthly rent shall be increased by 7% year on yearly compounding.
6. The earnest money as per details will be deposited by the party by way of demand draft in favour of the Haryana State Cooperative Supply and Marketing Federation Limited payable at Panchkula. The Earnest Money deposited will be adjusted in security amount on finalization of successful tenderer.
7. The successful tenderer will have to furnish (including Earnest Money) bank guarantee as a security for a period of three years before the premises/warehouse is handed over to them. No interest will be paid on this amount. The security will be refunded to the party only after the successful completion of rent period i.e. 3 years. In case the party fails to vacate the premises after rent period of 3 years, the security amount will stand forfeited and Bank Guarantee will be got enchased by Hafed, in addition to Legal action for eviction and monthly rent will also be increased by 7% p.a on yearly compounded basis.
8. The party shall pay the agreed amount of rent to Hafed in advance through Bank draft on or before 7<sup>th</sup> day of each month for which it is due during the period of tenancy after deducting TDS as applicable and a certificate of tax deduction will be issued by the party to Hafed. In case, the agreed rent is paid after the due date, the party shall be liable to pay interest @ 15% p.a. for the period so delayed.

9. In case of default in payment of the monthly rent or part thereof for consecutive three months, the party shall be liable for eviction immediately and Hafed will be entitled to take possession of the demised premises. The party shall also be liable to pay interest @ 15%p.a for the period of default in payment.
10. The other charges like electricity, water, telephone and insurance charges etc. shall be borne by the party itself.
11. The property tax of the warehouse if any shall be paid by Hafed However all other taxes shall be borne by the party.
12. The service tax as applicable will be paid by the party.
13. The party shall in no case sub-let a part or whole of the premises to any other party.
14. The lessee will be responsible for obtaining all licenses/all consents from the authorities for Warehousing purpose.
15. The party shall not avail the loan facility by way of mortgage/pledge of the above premises against the rent agreement with Hafed from any person bank, financial institution under any circumstance.
16. The party will not alter or amend the present structure of warehouse/premises and the party shall be responsible for the maintenance of the premises and other fixture. Any loss or damaged caused to the Hafed property shall be made good from the party.
17. The Lessor/Lessee can get vacated or vacate the premises by giving 3 months written notice within the agreement period of 3 years. If the lessee fails to vacate premises, he shall be liable to pay the monthly rentals to be enhanced @ 7% every month.
18. The party shall execute a registered rent/lease agreement with Hafed within a period of one month from the date of issue of acceptance letter by Hafed to the successful tenderer and all the expenses for the execution of rent lease agreement shall be borne by the party.
19. The tenderer is required to submit his turn over during last three years.
20. Hafed reserve the right to negotiate the rent with the highest tenderer

21. The Managing Director Hafed reserves the right to reject/accept any tender without assigning any reason.
22. The validity of the offer of tenderer will be 3 months from the date of tender.
23. In case any dispute arise out of the agreement the matter shall be referred to the Sole Arbitrator i.e Managing Director, Hafed Panchkula or to his nominee, whose decision shall be final and binding upon both the parties. It shall not be open to the successful party to question this condition on any ground whatsoever.

(Signature of the party)