



ITI LIMITED
Palakkad Plant, Kanjikode West
PALAKKAD – 678 623
KERALA

Ref: ITI/PKD/HR/Yakkara Land/99

Date: 07/08/2025

Sub: Request for Quotation (RFQ) for leasing out ITI property located at Yakkara

ITI Ltd., Kanjikode West, Palakkad , Kerala invites quotes for the following:-

Sl.No.	Item Code	Description of work	Lease Period
1	ITI/PKD/HR/ Yakkara Land /99	Leasing out ITI property located at Yakkara.	Maximum for 4 Years and 11 Months.

Please submit your competitive bid against Enquiry ref no. ITI/PKD/HR/Yakkara Land /99 dated 07/08/2025 for the above mentioned tender on or before due date, subject to the following terms & Conditions:

1. ELIGIBILITY CRITERIA:

The Bidders should quote only, if they satisfy the following eligibility criteria.

- Bidder should be a registered Company under Companies act.
- The bidder should have **GST** registration, **PAN** card.
- The bidder should have Minimum turnover of more than **Rs.100 Crs.** with EBIT-DA of more than **Rs.5 Crs** for last three years.
- Self-attested copies of the documents should be submitted.

The non- compliance in this regard will disqualify the bidder.

2. Type of bid : 2 bid system Technical Bid and price bid

3. Critical Dates

: RFQ PUBLISH DATE: 07/08/2025

Last Date for the submission of Quote:
27/08/2025 at 16.00Hrs

Tender Opening (Technical Bid): 28/08/2025 at
11.30Hrs

4. TERMS & CONDITIONS:

- ITI Ltd., Kanjikode, Palakkad in intending to lease out its unused land / Building located near National Highway 544 at Yakkara near Palakkad Medical College. Details of land and buildings available at the above location is given in Annexure-I.
- Interested bidders should quote for the entire property given in Annexure-I.
- Base value fixed is **Rs.669316/- per Month excluding TAX** for approximate open land space of **42743.13 square** feet and covered sheds with asbestoses roof of approximate **12094.24 square** feet with **Electricity** and **Water** Connections. Electricity and water charges will be on and above this rate. Annual escalation of rent will be 5% per Annum.
- Bidders can submit quotations above the base value. The H1 bidder satisfying all the tender conditions will be selected. The initial contract period will be minimum of two years and maximum of 4 years 11 months . If the initial contract is for two years, it will be further extendable for a maximum period of two years and eleven months (total maximum of 4 years and 11 months) if both parties desire to continue. If either party wishes to discontinue the contract, three month's notice must be given.
- Bidders should explicitly specify the purpose of leasing the land and sign an agreement with ITI undertaking that property will be used only for the specified purpose and will not indulge in any unlawful activity.
- Bidders should indemnify ITI for any loss incurred to ITI due to bidder.
- Type of assignment : Lease for four years 11 Months
- Payment : Every month against ITI invoices within 14 days from invoice date. Late payments shall attract interest @ 18%.
- Bidders shall submit **Rs.2,00,795/-** as EMD for participation in the tender. The EMD shall be submitted as Demand Draft (DD) drawn in favour of ITI Limited, payable at Palakkad, from any Indian Nationalized / Scheduled Bank and the DD shall be submitted alongwith the "TECHNICAL BID" or the EMD amount can be transferred online in the below mentioned account details and the transaction details must be furnished with the "TECHNICAL BID".

Account Name – ITI LIMITED, PALAKKAD

Account Number – 10620194836

IFSC Code – SBIN0000893

- **Successful bidder should deposit three months rent as security deposit. Money, which can be deposited through on line transfer to ITI Bank account.**
- Bidders may visit the above ITI property to assess its suitability before submitting their quote. The quote for the lease of the property is on an "**as-is, where-is**" basis. For the purpose of visit the bidders may contact the following address.

Shri Saraschandran O K, Officer-HR-Legal, HR Department, ITI Limited, Kanji-kode(w), Palakkad, Kerala. Mob: 9895566205 e-mail: hriti_pkd@itilttd.co.in.

- No major structural alterations or constructions will be permitted throughout the contract period. Any minor alterations, including changes to electrical and water connections, will require written permission from ITI Limited. No construction will be allowed in Open Land Area.
- Bank details for crediting/transferring money to I T I Limited are as below.
 - a) **Account Name: I T I Limited Palakkad**
 - b) **Account No: 10620194836**
 - c) **Branch Name: State Bank of India, Palakkad Branch**
 - d) **IFSC: SBIN0000893**
 - e) **MICR Code: 678002002**

5. INSTRUCTIONS FOR PREPARING BID DOCUMENT

The Bid will be processed on a two Bid system. There shall be one Technical Bid and another Price Bid

❖ **The "Technical Bid" Cover I shall contain the following documents**

- **Demand Draft for EMD Payment or Proof of online transfer of EMD amount like UTR No etc.**
- Scanned copy of the following documents with seal and signature of bidder:
 - **Company registration certificate.**
 - **GST & PAN Registration certificate**
 - **Proof of Turnover and EBITDA for last three years.**
 - **Under taking on all terms of conditions in clause-4**
 - **Tender document Pages 1 to 4 with signature and seal of bidder.**

Important: All the documents submitted against tender should with seal and signature of bidder.

❖ **The "Price Bid" Cover II shall contain the following documents**

- The price bid shall contain quotation in the format given in **Annexure-II**. The format should be filled in all respects
- Price quoted should be **excluding TAX**

Note:-

The Cover-1, containing Technical Bid shall be sealed and clearly marked as Technical Bid. The Cover-2 containing Price Bid shall also be sealed and marked as Price Bid. Both the sealed covers shall be placed inside an outer cover, which shall also be sealed. The outer cover must clearly bear the details of the Tender Reference i.e., ITI/PKD/HR/Yakkara Land /99 and DUE DATE i.e. 27/08/2025 - On top of the outer cover.

- **The cover and the quote shall be addressed to:-**

**"The Chief Manager (MKT&MM)
ITI LIMITED., KANJIKODE WEST,
PALAKKAD-678 623, KERALA.
PHONE : 0491 2566180"**

The technical bid will be opened on **28/08/2025 at 11.30Hrs.** If the date happens to be holiday for any reason, the opening will be carried out at the same time in the next working day.

The price bid opening date will be intimated later after the scrutiny of technical bids.

The tenders shall remain valid for acceptance for a period of 120 days from the date of opening of the bid. The Company reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Thanking you,

For ITI Limited,



Chief Manager(MKT&MM)
I T I Limited, Palakkad, Kerala.

ANNEXURE I -TO Request for Quotation (RFQ) for leasing out ITI property located at Yakkara

Ref: ITI/PKD/HR/Yakkara Land /99

Date: 07/08/2025

RENTAL BUILDING DETAILS OF ITI PALAKKAD			
Sl. No	Name of the building	Nature of the building	Plinth Area (Sq F)
YAKKARA			
1	Building No 1	Structural Building	6972.48
2	Building No 2	Structural Building	1936.80
3	Building No 3	Structural Building	2152
4	Building No 4	Structural Building	1032.96
4	Open Space	Open Area	42743.13
5	Utility Area	Utility	8303.92
Total Area			63141.29

Annexure II

PRICE BID FORMAT FOR LEASING OUT ITI PROPERTY LOCATED AT YAKKARA

REF No. : ITI/PKD/HR/Yakkara Land /99 dated 07/08/2025

Vendor Name/ Sup- plier Name :			
Quotation Ref: No. :		Date :	

SI No	Type	Total Basic Price quoted in Rs. (Excluding TAX).
1	Covered Shed(12,094.24 sq. Feet) with Asbestos Roof and open Space(42,743.13 sq. Feet)	
Price quoted in words excluding TAX:	Rupees	

Note: In the instance of variation in the quote between numeral and words, words will be taken.