



**EXPRESSION OF INTEREST
(EOI)
TO
LEASE OUT THE SHOP ROOM OF
OF FOOD COURT
AT GANJAM NAC**

Implemented By:

OFFICE OF THE NOTIFIED AREA COUNCIL, GANJAM

GANJAM: -761026; Tel: (06811) 254357

E-mail: eo.nacganjam21@gmail.com

Website: <https://ganjammnac.in>

DATA SHEET

Sl No	Particulars	Details
1	Name of the Client	NOTIFIED AREA COUNCIL,GANJAM
2	Method of Selection	Upper end cost selection process Bid shall be made on Security Deposit Amount
3	Date of Issue of EOI	Dt. 06-09-2024
4	Deadline for receipt of EOI Proposal	20-09-2024 (up to 05.00PM)
5	Date of opening of EOI Proposal	21.09.2024 (11.00 AM)
6	Cost of Application (Non Refundable)	Rs 500/- (Incl GST) (Rupees Five Hundred Only) inshape of Cash/DD favoring EXECUTIVE OFFICER, NAC GANJAM
7	Security Deposit (EMD) Refundable	Shall be deposited after selection for Rs 1 5000/- (Incl GST) (Rupees Fifteen Thousand Only) or quoted through bid, (w.e. is higher) inshape of Cash/DD favoring EXECUTIVE OFFICER, NAC GANJAM drawn
8	Contact Number	0674-254357
9	Postal Address for submission of proposal	Executive Officer, NAC Ganjam At/Po; Ganjam Odisha, 761026 Ph: 06811-254357 E mail: eo.nacganjam21@gmail.com
10	Mode of Submission of proposal	Speed Post/ Registered Post/ Courier only to the address as specified above during the office hour only. Submission of bid through any other mode and late bid,Will be rejected.
11	Place of opening of proposal	Conference hall, NAC Ganjam, Ganjam.
12	Availability of application form	Website to visit for download of bid document.: https://ganjammnac.in or from NAC Ganjam office by depositing bid processing fees in cash

ANNEXURE-I

**APPLICATION FORM FOR ALLOTMENT OF SHOP ROOM IN FOOD COURT AT
GANJAM NAC, DIST: GANJAM, STATE: ODISHA**

To

The Executive Officer
NAC,Ganjam.

Madam,

I Sri/Smt. _____ (Person/Mission Shakti group/Agency) intend to take shop room in Food Court at Ganjam NAC, I agree to abide by the terms and conditions of the shop allotment process , I/We request you for the allotment of the shop room in favor of :

1. NAME OF THE APPLICANT:.....
2. FATHER/HUSBAND NAME: :.....
3. AGE ON THE DATE OF APPLICATION: :.....
4. MARITAL STATUS:
5. ADHAAR NUMBER:
6. PRESENT ADRESS:
-
7. PERMANENT ADRESS:
8. OCCUPATION:
9. MOBILE NUMBER:
10. VOTER ID NO.:
11. COST OF APPLICATION FORM OF Rs.500/- (Rupees Five Hundred only) vide
 - DD No. _____ Date: _____ Bank _____ Branch _____
In favor of Executive Officer payable at Ganjam or
 - MR No.: _____ Dated: _____.

12. QUOTED RATE:

SHOP CATEGORY	UPSET SECURITY DEPOSIT COST	RATE QUOTED IN FIGURE (IN RS.)	RATE QUOTED IN FIGURE
VEG/ NON VEG (SNACKS/TEA/FAST FOOD)	RS.15000/- (Rupees fifteen Thousand Only)		

13. Whether applicant / family has owned any shop in Vending Zone / Market

Complex under NAC Ganjam: YES/ NO _____

14. DOCUMENTS REQUIRED:

- **INDIVIDUAL APPLICANT:** Photo copy of Adhaar Card, PAN Card Voter ID Card
- **MISSION SHAKTI GROUP:** Bank Passbook/Bank Statement of Last 1(one) year, resolution of SHG for last six months , MSG PAN , Adhaar of President and Secretary.
- **FOR AGENCY:** Trade License, GST Registration certificate, PAN, Adhaar

Declaration

I do hereby undertake that, the above information furnished by me are true to the best of my knowledge and belief. I shall furnish any additional information if required, at any point of time if it is found that any particular furnished by me are false, the authority may cancel the allotment order and resume the possession of the property and forfeit part or whole of amount paid by me towards EMD/Security deposit.

Date:

Full signature of the applicant

ANNEXURE-II

UNDERTAKING

I, hereby undertake that there is no criminal case pending in any Court of Law against our company or against the Proprietor/Director/Persons to be deployed by our company. I/we further certify that Proprietor/Director/Persons to be deployed by our company/ of my company have not been convicted of any offence in any Court in India during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

Authorised Signature
(in full and initials)

Name and Designation of the
SignatoryName of the Bidder and
Address:

ANNEXURE-III
GENERAL TERMS AND CONDITIONS

1. The age of the application should not be below 18 as on date of receipt of application
2. The selected bidder shall deposit the security deposit within **seven days** from the date of acceptance of the bid followed by letter of allotment of the shop room will be initiated by the Executive Officer, NAC, Ganjam, which shall not carry any interest and the lessor shall return the said security deposit without interest to the lessee on the termination of the tenancy created hereby subject to lawful deduction like arrears of rent, electricity charges etc., if any and for any loss or damages caused in the said premises.
3. Failure to deposit the amount in prescribed time limit shall lead to termination of the allotment order with forfeiture of the initial deposit and no claim what so ever shall be entertained. The authority of NAC Ganjam shall have liberty to request the second or third highest bidder to opt for first highest bid or invite fresh bid.
4. On receipt of security money from the lessee/ tenant, the lessor shall gives delivery of the possession of schedule premises to the lessee/ tenant.
5. The applicant who quotes the highest security deposit above upset price against the shop will be allotted the shop
6. The offered amount towards security deposit to be written in figures and words and all corrections /overwriting must be authenticated by the applicant. Any corrections /over writing without proper attestation by the applicant shall be liable to rejection.
7. Successful bidder after receiving the allotment order and subsequent deposit of requisite amount shall execute an agreement with NAC, Ganjam in non judicial stamp paper having value of Rs.10/- to be provided by the prospective licensee.
8. The monthly rent of **Rs.1000/-(Rupees one thousand only)** in respect of the scheduled premises shall be paid by the tenant regularly and punctually within 7th of the succeeding month without any delay or default. If the lessee/ tenant fail to pay monthly rent consecutively for two months, the period of lease stipulated this deed shall come to an end and the lessor shall be entitled to take the possession of the premises.
9. The initial lease period is 11 months and can be extended for another 11 more months with 10% enhancement on mutual acceptance .On the expiration of the terms of tenancy the lessee/ tenant automatically loses his claim over the premises and liable to deliver the vacant premises (with all fittings and fixtures as on date of commencement of agreement).
10. On completion of the tenancy period of occupation of premises the rent shall be revised at the rate of 10% of the prevailing rent or as council body desires.
11. The payment of rent shall be made through cash/DD/Cheque /e-transfer, In case of bouncing of cheque of the tenant, the required penalty of surcharge will be borne by the tenant as a defaulter.
12. That the electricity & PH Connection shall be obtained by the lessee/tenant from concerned department at his/her own cost and the House rent is exclusive of electricity charges, water charges etc, which the lessee/ tenant will pay as per the bill raised, to the concerned department and submit relevant receipt to the owner every month without fail.

13. And that the maintenance of the scheduled premises i.e. its electrical, plumbing, cleaning, sanitation, internal color painting etc will be borne by the lessee/ tenant .
14. That in case the parties desire to vacate the premises either parties shall serve one month prior notice and decide mutually.
15. That the lessee/ tenant shall use the scheduled premises strictly for the purpose for which he/she has been applied for. Purpose of business shall be changed without prior approval of the authority.
16. The lessee/ tenant cannot keep in the premises or dealing such articles or maintain such habits which are illegal and harmful to the premises or surrounding as a whole.
17. That the lessee/ tenant shall not use the premises or any portion thereof for any other trade without prior permission of the lessor in writing.
18. That the lessee/ tenant shall not sub-let or assign or part with the possession of the scheduled premises or any portion thereof without the written consent of the lessor.
19. That any alteration or addition permanent or temporary in nature or any repair work in view of enhancing their business standard shall be made in the premises after the mutual discussion and consent of both the parties and after obtaining required permission from the lessor in writing .
20. That the lessee/ tenant shall keep the premises in good and tenantable conditions. If any damages are caused by the lessee/ tenant , the same will be repaired or replaced by the lessee/ tenant at his/her own cost or the relevant amount of expenditure will be deducted from the Security deposit or will charged against his/her property holding demand.
21. That the lessee/ tenant shall maintain proper cleaning & sanitation of the said premises and its environment by strictly observing the guidelines and instructions of NAC, Ganjam , District Administration, Ganjam , Government of Odisha and Government of India from time to time .
22. That the lessee/ tenant hereby agreed to obtain required permission / license (e.g: trade license, food licence, safety licence etc w.e. is applicable) from the concerned government authority for running the proposed business and deposit the required tax/fees with his own cost within due time. Any penalty or taxes demanded/ charged on the said premises for any irregularities or any reason thereof, the said charges /penalty etc shall be borne by the lessee/ tenant.
23. That The Lessee/ tenant shall allow Lessor his authorized representative into the scheduled premises at all reasonable hours (mutual convenient time) to enter in the premises to inspect the same with advance notice.
24. That any act of trespassing or breach of terms and conditions of this covenant would strictly cause termination of tenancy and vacation of premises without prior notice.
25. That in case of termination of tenancy , if the lessee/ tenant doesn't vacate he/she will be treated as a trespassers and the Lessor authorized to evict him and take possession of the premises by applying reasonable force and to claim a damage at the rate of Rs.100/- (Rupees One Hundred Only) per day.
26. All disputes shall be subject to the jurisdiction of Ganjam district only.

**Executive Officer
NAC, Ganjam**

Full Signature of the Applicant .