

	H.P. Khadi & Village Industries Board <u>Cleave Land Shimla-171004</u> Ph. No. 0177-2652407, 2653229, 2812280, Telefax: 0177-2802724 e-mail: khadi-hp@nic.in	
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No. Him. K&VIB/3/Sale Shops/ Kangra/ 2025-26/

TENDER NOTICE

The Chief Executive Officer, H.P. Khadi & Village Industries Board (HPKVIB), Cleave Land, Shimla-171004 invites Tenders/bids under Two Bid System i.e. Technical Bid and Financial Bid from registered firms/Proprietors/Individual/SHGs/etc for renting out its Sale Shop and vacant shed as per details given here under:-

Sr. No .	Name of Sale Shop and cost of Tender Fee	EMD	Period of Rent agreement/ contract/	Period of sale of tender document	Last date for submission of Tender	Date of opening of tender
1.	Sale Shop & shed at Kangra, Distt. kangra. (approx. Area 1237 sq. ft) Cost of tender = Rs. 5000/-	Rs. 100000/-	10 Years	24/08/2026 to 11/09/2026 upto 5.00 PM	15/09/2026 upto 12.00 PM	Technical Bid 15/09/2026 at 2.00 PM Financial Bid: will be subject to evaluation & outcome of TB and will be opened accordingly on the same day or later date for which intimation will be given on the same day.

The tender documents for Sale Shop and the vacant shed at Kangra can be purchased from the Office of CEO H.P. Khadi & V.I. Board Shimla-4 on a payment of **Rs. 5000/-** (Non-refundable) respectively through cash / DD drawn in favour of Chief Executive Officer, HPKVIB Shimla-4 or online/NEFT/RTGS to A/c No **“10835935282”, SBIN0000718 (SBI Kali Bari Shimla-3)**. The tender documents can also be download from website <https://khadi.hp.gov.in> only after depositing the requisite tender fee online.

Dr. Jitender Kumar(HPAS)
Chief Executive Officer

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Tender No: Him. K&VIB/SS Kangra/2025-26/

Date:_____

Tender for renting out Sale Shop & Shed

The H.P. Khadi and Village Industries Board intends to invite sealed tenders/bids from interested parties i.e. Firms/Proprietors/Individual/SHGs/ for renting out /leasing out of its Sale Shop and shed **measuring 1237 sq. ft situated at The Near Bus Stand, Kangra** Distt. Kangra for running the activities under the ambit of KVI sector and/ or marketing of KVI products etc. Tender form & further detail can be obtained from the office of undersigned or can be download from website **<https://khadi.hp.gov.in>**. The cost of tender form is Rs. 5000/- which can be paid in cash or online/NEFT/RTGS to A/c No “10835935282”, SBIN0000718 (SBI Kali Bari Shimla-3). **In case of online payment of tender cost, the participating bidder shall inform about the same through email id khadi-hp@nic.in.**

The last date of submission of tender is 15-09-2026 upto 12.00 PM by post or by hand.

Chief Executive Officer.

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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CHECK LIST OF THE DOCUMENT TO BE ATTACHED WITH TECHNICAL BID OF THE TENDER FORM

Note :1): Please check whether the copies of the following document have been attached with the tender or not

Note :2) All Technical Bid document(along with Annexure A, B, C,D & E and Form –I & II) must be submitted separately in sealed Envelope– I, Technical bid.

S.N	Particulars	Yes	No
1	Introduction, Eligibility Condition, Bidder*s profile /Eligibility Criteria, Terms & Conditions, Special Terms & Conditions ,(Annexure –“A”,”B”,”C”,”D” & “E”) for running sale shop Kangra duly filled in signed & stamped		
2	Copy of Aadhar Card		
3	Copy of Pan Card		
4	Undertaking as per Annexure-I (affidavit on Rs 100/-)		
5	Earnest Money of Rs 100000 /- deposit as mentioned in the tender form in the form of Demand Draft in favor of CEO H.P Khadi & village Industries Board Shimla -4		
6	Undertakings as per Annexure –“ Form- II”) (affidavit on Rs 100/-)		
7	Self Attested copy of GST(TIN) issued by GST authorities		
8	Receipt of Tender Form (Rs 5000/-) attached		
9.	Bank details:		
10.	Turnover certificate		
11.	Registration No. of the proprietorship/firm etc		
12	EMD (DD attached)		

Checklist of enclosed document in “ Envelope II” Financial Bid :

S.N	Particulars	Yes	No
1	As per annexure “III”		

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Tender No: Him. K&VIB/ S.S Kangra/2025-26/-

Inviting offer from Bidders (Individual/Firms/Society/SHG etc.) for running Sale Shop on rental basis at Near Bus Stand, Kangra District Kangra, H.P.

Date of Issue of Tender:	24-08-2026
Last Date and time for sale of tender:	11-09-2026 upto 5.00 PM
Period of collection of tender:	24-08-2026 onwards
Last Date & Time of submission of Tender:	15-09-2026 upto 12.00 PM (by post/by hand)
Date & Time of Opening of Technical Bid:	15-09-2026 at 2.00 PM
Date & Time of Opening of Financial/Price Bid:	It will depend on the evaluation of technical bids and date of opening of financial bids will be communicated accordingly
Address for submission of Tender:	Chief Executive Officer, H.P. Khadi & Village Industry Board Cleave Land Shimla-4
Cost of Tender:	5000/- not refundable
Earnest Money Deposit(EMD)	Rs. 100000/- (Rupees One lakh Only) in the shape of Demand Draft in favor of CEO HP Khadi Village Industries Board Shimla-4

If the date of opening of tender is declared a Holiday, the tender shall be opened on the next working date the same time as fixed for the original date for this purpose.

Annexure-“A”

	H.P. Khadi & Village Industries Board <u>Cleave Land Shimla-171004</u> Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Tender No: Him. K&VIB/ SS Kangra/2025-26/-

I. Introduction:

The H.P. Khadi and Village Industries Board invites properly sealed bids/ tenders in Two- Bid system (Technical & Financial) from eligible and willing registered Agencies / firms/ Individuals/SHGs etc for renting out of its Sale Shop and vacant shed measuring approx. **1237 sq. ft.** situated at Near Bus Stand, Kangra **Distt. Kangra** for running only activities under the ambit of KVI sector (Manufacturing, Services and /or marketing/sale of KVI products etc).

II Tenders for renting out Shop at Near Bus Stand, Kangra, Distt. Kangra

1. Scope of Services:

- i) The H.P. Khadi and Village Industries Board is interested in inviting bids for leasing out/renting out of its Sale Shop and shed located at very busy and commercially located at Near Bus Stand, Kangra Distt. Kangra for running only activities under the ambit of Khadi and Village Industries and/ or marketing of KVI products etc.
- ii) The interested registered agencies/firms/proprietors/SHGs etc. may personally visit the campus/premises/site at Near Bus Stand, Kangra, Distt Kangra to have the first-hand information about the shop located in the campus/premises and submit their bids. However, HPKVIB does not take any responsibility for the minimum business from shop. Bidders are advised to visit the site/premises before bidding. Interested parties can inspect the premises on any working day from start date of the bid till the end date of the bid. They may contact I/c Sale Shop, I/c ADO Office HPKVIB, Kangra, Distt. Kangra (Contact No. 88940-40402) during the office hours (10.00 to 17.00 hrs) on any working day for ascertaining the potential of business/job requirements and any other additional information/ clarification required by them. The cost of any such visit shall be entirely at the bidder*s own expenses.
- iii) All Interested Bidders are required to submit their bids in two bids system for opening/running shop at Near Bus Stand, Kangra Distt. Kangra. Technical

Specification/Eligibility Criteria and General Terms & Conditions and other details are available in Annexure “A” to “ E”.

III Cost of tender: The bidders/ Tenders will have to make payment of Rs 5000/- (Rupees five thousand only) in respect of tender form fee non refundable to be deposited online in A/c No “10835935282”, SBIN0000718 (SBI Kali Bari Shimla-3) or cash and copy of the receipt /counterfoil therefore be submitted /attached with the tender document .

IV Tender document & Opening of tender: The tender document can be obtained from the Office of Chief Executive Officer, H.P. Khadi and Village Industries Board, Shimla or by sending a request through email at khadi-hp@nic.in The last date for submission of complete tenders is 15-09-2026 up to 12.00 PM at Head Office, Shimla. The tender/bids will be opened on 15-09-2026 at 2.00 PM in the presence of those tenderers who may desire to present at that time. The Technical Bid will be opened first and financial bids of only those firms, which fulfill the technical eligibility/criteria will be opened. The date and time for opening of Financial Bids will be intimated to the bidders in due course.

V Instructions to bidders for preparation and Submission of Bids:

- (i) Bidders are requested to go through the tender advertisement/notice and tender document containing terms and conditions etc carefully to understand the documents required to be submitted for evaluation. Please note the numbers of covers in which the bid documents have to be submitted, the number of documents including the names and contact of each of document that need to be submitted. Any deviations from these may lead to rejection of bid for evaluations.
- (ii) Bid received through e-mail will not be considered for evaluation.
- (iii) Bidders need to submit ^^Earnest Money Deposit** in form of Demand Draft drawn in f/o “Chief Executive Officer, H.P. Khadi and Village Industries Board, Shimla** for taking part in the bidding process.
- (iv) The bidder has to attach the duly signed and sealed copy of this tender document and attach the same along with technical documents.
- (v) Bidders are requested to note that they should necessarily submit financial Bids in the format provided (Annexure-III) only and no other format is acceptable.
- (vi) Any queries relating to tender document and terms & conditions contained therein should be addressed in written format to the Tender inviting Authority or the concerned person well in time prior to submitting bid.

VI: Submission of Bids:

Tenders shall be submitted in Two Bid System. The interested registered agencies/ individuals/ properties have to submit the Technical Bids and Financial Bids in the prescribed Performa. All the documents along with signed copy of tender document are to be kept in duly sealed one envelope superscribed/ written as ^^Technical Bids^^ Second envelop duly scaled shell have only financial bid superscribed/ written as ^^Financial Bids^^ Both the envelope shell be super-scribed and kept into a duly sealed third envelope. Third envelop must be addressed to the ^^Chief Executive Officer, H.P. Khadi and Village Industries Board, Cleave land, Shimla-171004^^ and clearly written as below: **“Tender Invited for Running Sale Shop Kangra, Distt. Kangra”**

VII: Earnest Money Deposit (EMD): The bidders need to submit EMD along with technical bid, for an amount of Rs. 100000/- (Rupees One lakh only) in the form of Demand Draft drawn in the f/o Chief executive Officer, H.P. Khadi and Village Industries Board, payable at ^^Shimla^^ The EMD amount of the unsuccessful bidders will be returned within 30 days of award of Offer Letter/**LOI/ signing of agreement** to/with the successful bidders. The EMD of successful bidders will be returned on submission Security deposit or converting EMD into security amount.

VIII: Offer letter/Letter of Intent (LoI) to the selected applicants/Bidder: To be communicated to Successful Bidders. The successful bidders shall acknowledge the same and will revert with the letter of acceptance of the contract **with 7 days of issuance of LOI.**

IX: Commencement of Operation:

- i) The successful bidder (license) shall start service within 30 days from the date of lease order/Offer letter/LOI.
- ii) The successful bidder will be allowed to the business upon the satisfaction of other formalities like payment of Security Deposit within 15 days from the date of Offer letter/LOI and Execution of Agreement on stamp paper of requisite amount. The agreement should be registered with appropriate authority. The cost of stamp duly to be borne by the Prospective bidder himself/herself.

- iii) The successful bidder is free to run the business as per the time and days fixed by the District administration/State Govt. and the Tenant is bound to follow the same.
- iv) The Sale Shop or premises will be given “**as is where is basis**” **along with Khadi stock (material/products) valuing approx. Rs.10.84 lakh** to the successful bidder. Any modification, changes, alterations, repairs, if any required shall be undertaken by the successful bidder at her/his own cost with prior permission of the CEO, H.P. Khadi and Village Industries Board, Shimla.

X: Security Deposit: The successful bidder shall deposit the security amount of Rs. 150000/- (Rupees One lakh fifty thousand only) with H.P. Khadi and Village Industries Board, Shimla. The Security amount shall be made in the form of Demand Draft in favour of CEO, H.P. Khadi and Village Industries Board, payable at Shimla. It shall not carry any interest from the part of H.P. K&VIB.

XI: Payment Terms: The rent payment frequency is monthly and the monthly rent amount along with GST shall be paid advance on or before 7th of every month/quarter as per the agreement terms & conditions . The payment shall be made through account payee Cheque/DD/RTGS/NEFT. The rent shall be payable in favour of Chief Executive Officer, H.P. Khadi and Village Industries Board, Shimla.

(Signature of tenderer)
Seal.....
Name:
Address.....
Tel. No. & Email ID.....

Annexure-“B”

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Tender No: Him. K&VIB/ SS Kangra/2025-26/-

1. ELIGIBILITY CONDITIONS:

The applicants shall meet the following requirements through supporting documentation :

(a)	The applicant/ bidder i.e. individual/ proprietor/ agency/Firm/SHGs shall be a registered proprietorship/firm etc. copy of registration certificate etc. shall be submitted. (Udyog Aadhar registration or Udyam registration etc.).
(b)	Copy of Goods & Service Tax Registration(GST Registration No.)
(c)	Copy of PAN either of individual or firm.
(d)	The applicant should be having an active bank account & details are be mentioned in Annexure-“C”
(e)	Undertakings on a non-judicial stamp paper of 100/- in Performa as provide in Annexure-I & II
(f)	Average turn over of the bidder should be above Rs.50.00 lakh in the last 3 years (2023-24, 2024-25 & 2025-26) and certificate to this effect be submitted duly signed and sealed by the CA
(g)	The bidder shall submit the undertaking to the effect that he/she will run the Sale Shop for the activities coming under the ambit of KVI sector(manufacturing, Service) and/or marketing/sale of KVI products etc.
(h)	The bidder shall have Aadhar No.
(i)	EMD of Rs. 100000/- in the shape of DD in favour of CEO, H.P. K&VIB Shimla.

II: ^^Tender for Renting out Sale Shop Situated at Near Bus Stand, Kangra Distt. Kangra

(a) Envelope-1 (Technical Bid):

Duly filled proforma for the technical bid (Envelop-1) shall be kept in Envelop-1 and it should also contain the following:

(a)	All supporting document of the bidders responses duly filled and signed
(b)	EMD for an amount of Rs. 100000/- in form of DD drawn in f/o ^^Chief Executive Officer, H.P. Khadi and Village Industries Board, Shimla-4**

	payable at ^^Shimla^^
(c)	Bidder should stemp & sign on all pages of this tender document and submit the same by keeping it in the Envelop-1

*All pages submitted in technical bid (Envelop-1) shell be serially numbered, indexed and the documents shell be used as final for all purposes.

(b) **Envelope-II (Finance Bids):**

It should contain Price Bid only (as per Performa for Finance Bid in Annexure-III) and it should not be enclose in the envelope meant for technical bid.

Overwriting / correction in the commercial bid are not permitted and any such overwriting in commercial bid will lead to its rejection.

(c) **Envelope-III: Both Envelope 1 & II shall be properly sealed and kept in Envelope –III.**

Note: No. additional /tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever. However, **CEO, H.P. Khadi and Vill. Industries Board** reserves the right to seek for any clarification from the bidders either through email or through regd. Post etc, if there is any ambiguity in the documents submitted by the bidder, and the bidder needs to respond to the clarification sought by **H.P. K&VIB** within 2 days of receipt of communication from **H.P. K&VIB**.

Place:

(Signature of tenderer)

Date:

Seal.....

Name:

Address.....

Annexure-“C”

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Eligibility Conditions (Technical Bid Document):

Sr. No.	Particulars	Response to be filed by bidder	Page No. at which supporting document attached
1.	Name of establishment	Individual/Proprietorship/partner ship Agency etc. (Tick the relevant one)	
2.	Name of the individual/ Owner/ Proprietor/ Firm etc		
3.	Name and Address of the authorized person to whom all references can be made by the HPK&VIB		
4.	a. Permanent Address: b. Correspondence Address		
5.	Contact Detail: a. Registered address of the individual / firm /agency etc.: b. Email ID: c. Phone No.:		
6.	Registration Number and Date of registration of firm / agency etc. (if applicable) a. Registration No. b. Date of Registration. (Certificate of incorporation / registration copy to be enclosed)		
7.	Copy of Goods & Service Tax Registration Certificate (GST) (if applicable)		
8.	PAN No. of individual / firm agency etc. (Copy to be enclosed)		
9.	Aadhar No.(copy to be enclosed)		
10.	Bank Account Details:		

	a. Account No. b. Name and address of the Bank c. IFSE code (Cancelled cheque / copy of bank account to be enclosed)		
11.	Undertakings on a non-judicial stamp paper of Rs. 100/- in Performa as provided in Annexure-I &II		
12.	Name of the Activities to be undertaking in the Sale shop, Kangra Distt Kangra. Pl mention specific activities clearly under the ambit of KVI sector and/or marketing/sale of KVI products etc. Undertaking to this effect be submitted.		
13.	Average Turn over certificate of the last 3 years duly signed and stamped by the CA		
14.	Any other additional information, tenderer wishes to provide to the tendering authority like past experience etc. (details to be provided & supporting documentary evidences to be attached)		

Place:

Date:

(Signature of tenderer)

Seal.....

Name:

Address.....

Annexure-“D”

	H.P. Khadi & Village Industries Board Cleave Land Shimla-171004 Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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Terms and Conditions for renting out Sale Shop situated at Near Bus Stand, Kangra
Distt. Kangra.

1. The **Owner** shall mean H.P. State Khadi & Village Industries Board through its Chief Executive Officer called “Lesser”.
2. The **Tenant** shall mean a person/Firm/Individual who pay Rent (Money) to the owner for running the Sale Shop & shed measuring 1237 sq. ft. on rental/lease basis called “Lessee”.
3. The **Rent/Lease Agreement** shall mean an agreement between the successful tender/bidder and the Chief Executive Officer to whom the permission is accorded by the owner i.e. run the Sale Shop for activities(s) under the ambit of KVI sector and/ or marketing or sale of KVI products/items etc.
4. The Rate shall mean Rent per month.
5. That the tenant shall ensure to run the Sale Shop & shed for the activities under the ambit of KVI sector and also mentioned in the tender/bid document.
6. That in case the tenant fails to run Sale Shop & shed for the activities mentioned in the bid/tender document or running activity(s) other than the activities mentioned in the bid/tender without the prior approval of the owner, CEO, H.P. Khadi and Village Industries Board the owner/Khadi Board is at liberty to terminate the agreement during the currency of agreement period executed with the tenant and the premises will be evacuated without assigning any reason(s) what so ever.
7. That the tenant shall obtain all due permits, necessary approval, clearance and sanction etc from the competent authority for all commercial activities as mentioned in the bid/tender by the bidder and submit copies of the same to HPKVIB within 30 days of issue of Offer letter/LOI or signing of lease/rent agreement. Further tenant shall register himself/herself under shop & Establishment act and submit the copies of certificate to HPKVIB. Submission of documents is at the responsibility of tenant.
8. The tenancy shall be initially for a period of 10 years which can be renewed/extend further for a period of 5 years at a time, provided that the tenant is running the sale shop properly and is also being properly maintained to the satisfaction of the owner by the tenant. After completion of total of 10 years, the tenant shall not reserve the rights to the rented/leased shop or may grant further extension until finalization of all previous due rent and satisfaction of the owner.
9. The minimum bidding price is **Rs.40000/-** /-only per month (Rs. Forty Thousand Only). A bid lower than the minimum bidding price shall be rejected out rightly.

10. The tenderes/tenant shall while quoting monthly rent of the shop, also be required to purchase the existing Khadi Stock valuing approx. Rs. 10.84 lakh(or as per the actual stock available at the time of handing over the shop) . The value of the stock will be determined by the I/c Sale Shop Kangra as per the norms/verified sale rate list and shall not be negotiated. The successful bidder shall deposit the full cost/value of verified Khadi stock in addition to the quoted monthly rent, within the stipulated period i.e. 7 days from the date of issuance of allotment letter. Failure to deposit the cost of Khadi stock within the prescribed period shall render the allotment liable to be cancelled and the EMD/security deposit may be forfeited.
11. The purchase of Khadi stock shall be mandatory condition for acceptance of the rent bid/quotation, and any bid without undertaking to purchase the Khadi stock shall be treated as non-responsive and rejected. The tenant shall purchase 100% of the existing Khadi stock, no partial purchase shall be permitted. After purchase, the tenant shall be solely responsible for the sale, storage, condition and disposal of the same.
12. The amount paid for purchase of Khadi stock shall be separate and shall not be adjusted against monthly rent or security deposit.
13. Increase in standard rent shall be @ 10% automatically after every 3 years on the last paid monthly rent and if there is any dispute between the landlord and the tenant in regard to any increase or decrease in rent such dispute shall be decided by the Rent controller.
14. In case of non-payment of rent for a period of two continuous months the owners reserve the right to initiate all legal action/process to vacated the premise and the earnest/security money shall be forfeited. The tenant shall have no claim what so ever reading any valuable materials and articles kept by tenant in the premise/building in this case.
15. In case of 3 accumulative defaults on account of non –payment of rent for 2 continuous months during the tenancy of rent agreement, the Board may terminate the rent agreement and tenant shall be liable for eviction.
16. The earnest money of the successful bidder shall be converted into performance security and shall remain with the owner till three months after expiry of the tenancy period and shall be released subject to the transfer of possession of complete premise/ building/ belongings/fixed assets etc by the tenant at the satisfaction of the owner. In case of any damage/breakage found to the building/premises/fixed assets, etc at the time of handing over the premise/building etc the tenant shall have to get same done/restore at his own cost and to the complete satisfaction of the power failing which security money will be forfeited.
17. That the tenant intends to carry on/run any other Khadi and Village Industries activity under the ambit the KVI sector, he shall have to clearly mention the name of KVI activity to be undertaken in the building/premises in the Bidder's profile **(Sr. No. 12 of Annexure-A)**. Any change/addition to run the other Khadi & Village Industries activities or marketing of KVI activities during the currency of agreement period shall be subject to the prior permission/approval from the owner of the premises.

18. **That in case tenant intends to make any renovation/alteration or add new construction (like office, hall etc) in the building/premises/Sale Shop Kangra of the Khadi Board situated at Near Bus Stand, Kangra Distt. Kangra at his/her own cost, he/she shall have to submit the proposal along with drawing/estimates etc for the same to obtain prior approval for the same from the Owner i.e. Khadi Board and all necessary approval/ NOC etc required thereof from concerned department/office for the same will have to be obtained by the tenant himself/herself at his/her own cost. The tenant has no right what so ever on any renovation/alteration or new construction done by him/her after the completion/termination of agreement period.**
19. The tenant shall have to run and maintain the building, Sale Shop etc. during the tenancy period at his own cost.
20. The possession of the premises (building, etc.) shall be handed over to the tenant after execution of rent agreement.
21. The tenant shall obtain a receipt/certificate along with list of articles/etc. with complete specification/description while taking over the possession of the premises/Sale Shop (building, etc.) from the owner/ authorized representative of the owner which shall also list the damages/breakages, if any, noted at the time of taking over by the tenant.
22. All the electricity and water supply charges or any other taxes levy-able shall be paid by tenant.
23. The tenant shall have the responsibility to keep the premises/Sale Shop neat & clean including the open area to the satisfaction of the owner. The tenant shall also make the adequate arrangements for watch & ward of building/ Sale Shop ensure safety, breakage and any theft of the material fixed in the building including sale shop at his own cost.
24. The tenant shall not temper/deface/alter or add anything to the accommodation provided to him. He shall not be allowed to remove anything provided in the building/Sale Shop by the owner with out the prior approval of the owner i.e. C.E.O., H.P. Khadi and Village Industries Board.
25. The premises shall not be used in any way for gambling or any other illegal/unauthorized purpose/activities.
26. In case of any violation with regard to the use of the premises/Sale Shop the tenancy/rent/lease agreement shall be canceled with immediate effect without any notice and the security deposited shall be forfeited by the owner.
27. The owner and his representative shall have unrestricted right of inspection of the premises i.e. building, Sale Shop to satisfy himself/herself that the terms and conditions of agreement are strictly complied with.
28. The tenant shall take necessary precaution for carrying out work to avoid any damage to the structural/machineries/parts etc. The tenant will rectify any damages done to building, sale shop etc. at his own cost.

29. That the owner shall make repairs like white washing/painting etc of the building as per the requirement and other kinds of repairs will also be done by the tenant immediately including machineries parts & equipments, glass panes, window and electrical fittings etc.
30. The tenant shall not further sublet/sublease the Sale Shop wholly or partially to any other person/firm, in case such discrepancy or complaint comes to the notice of the owner the rent agreement shall be cancelled and tenant has to vacate the Sale Shop within 7 days and security deposited will be forfeited.
31. The tenant shall not use the rental accommodation/premises/ Sale Shop for a purpose other than that for which it has been rented out.
32. The employees/workers employed by tenant for works in Sale Shop shall be purely his employees and not of the owner in any respect. No child labor shall be employed as per lay
33. The intending tenders/bidders are requested to visit and see over the site/premises of the sale shop (i.e. Building, & Equipments) before submitting the tender.
34. The Chief Executive Officer reserves the right to reject or accept the tender without assessing any reason.
35. In case of any dispute between the owner and the tenant the jurisdiction of the court shall be at Kangra.

(Signature of Tenderer)

Seal.....

Name of the Tendirer.....

Address:

Annexure-“E”

	H.P. Khadi & Village Industries Board <u>Cleave Land Shimla-171004</u> Ph. No. 0177-2652407, 2653229, 2812280, e-mail: khadi-hp@nic.in	
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I: Special terms and Conditions:

(a)	In case, of non-eviction of shops/ after permitted period, HPK&VIB may take a decision to charge double rent from the tenant with initiation of legal action as per Rent control Act/law.
(b)	The Tenant will not be permitted to authorize any sublease/sublet or any other firm to run the shop rented/leased to him/her without the prior permission of HPK&VIB.
(c)	The lessee shall be in-touch with ADO/DO HPK&VIB Kangra on regular basis and will also maintain his own register for attending any complaints/ suggestion from residents/ customers.
(d)	The H.P. Khadi and Village Industries Board reserves the right to terminate the lease by giving one month's notice.
(e)	The rented/leased shop is public premises as defined in the Public Premises (Eviction of Unauthorized Occupants) Act, 1971. Dispute between the parties shall be decided as per the said act and fall within the jurisdiction Kangra at Dharamshala only.
(f)	The tenant/lessee shall, at its own cost and expenses, put up fire fighting equipment, fitting etc.
(g)	The tenant/lessee shall be responsible for the maintenance of high standard of cleanness and proper repairs of the premises and also for repair and maintenance of fixtures. Fitting and additional facilities such as electricity, etc. The tenant/lessee shall also ensure proper sanitation, prevention of infectious diseases, control and prevention of nuisance at the premises, control of insects, rodents etc.
(h)	The lessee shall ensure the items sold/served from the premises/sale shop are of standard quality and/ or in case of any food items, the same are also of requisite hygiene and quality standards and conform to the prevention of food Adulteration Act. 1954 and any other guidelines, standards, etc. issued by Authorities concerned from time to time.
(i)	A rate list must be displayed at prominent places in the Sale shop/ outlet.
(j)	The Tenant/Lessee, his agents and servants shall observe/perform and comply with all applicable laws/rules and regulation of the Shop &

	Establishment Act. This also included Agreement compliance of laws relating to hygiene, storage, sanitation, product quality and disposal of water & waste material etc.
(k)	On the expiry of the period of the agreement or on its termination as the case may be, the tenant shall deliver vacant possession of the premises intact to the owner on the last day of contract. In the event of the tenant/lessee fails to deliver the vacant possession of the shop to the owner, the owner shall have the right to take possession of the putting his own lock and key to the said premises and shall entitle the tenant to forfeit the Security Deposit. The articles if any left by the tenant, will be kept in public auction within a month of taking over the premises by the owner.

II: Acceptance/termination of bid:

The CEO, H.P. Khadi and Village Industries Board reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason(s) whatsoever and without thereby incurring any liability to the affected bidders on the grounds of HPK&VIB's action.

III: Termination of Contract, Vacant Possession etc.

(a)	The Chief executive Officer, H.P. Khadi and Village Industries Board reserves the right to terminate the contract at any time after giving one months notice without assigning any reason(s). The decision of the CEO, HPK&VIB in this regard shall be final and binding on the tenant/lessee. The tenant, if he/she so desires, may seek termination of the contract by serving a notice period of not less than two months.
(b)	The tenant/lessee shall peacefully handover the possession of vacant shop to the owner, on the expiry of agreement/lease period, without raising any dispute whatsoever.
(c)	The tenant/lessee shall not deal with or indulge in any illegal activity in the sale Shop.
(d)	The tenant/lessee shall not make any unauthorized encroachment or put up any permanent structure or make any alternation or additions in the premises without prior written consent of the owner.
(e)	The tenant/lessee will be at liberty to remove all the movable articles(machinery/equipment etc) brought by the tenant in the premises/Sale

	shop during the continuance of the contract, before delivering possession of the shop.
(f)	In case of loss or damage caused to any of the fixtures etc. provided by the owner and HPK&VIB has right to recover the cost of same from the tenant or Security deposit.
(g)	In case of the death/demise of the tenant/lessee during the agreement/lease period, the contract shall be treated as cancelled and legal heirs/representation or successors of the lessee shall not be entitled to claim any right over the rented/leased shop.
(h)	The tenant/lessee shall keep the ambience clean and shall not litter garbage untidy.
(i)	The tenant/lessee and its staff shall behave in civilized manner and will stay neat & clean. The PVR. (Police Verification Report) of such staff will be the responsibility of the tenant/lessee.
(j)	In case of pre-mature termination of agreement/lease by the tenant/lessee or cancellation of agreement/lease due to breach of contract terms and conditions by tenant/lessee, the Security deposit amount and advance rent paid by the tenant/lessee will be forfeited.

IV: Statutory Obligations:

(a)	The tenant/lessee shall keep the H.P. Khadi and Village Industries Board indemnified from all acts of omission, defaults, breaches and/or any claim damages, loss or injury and expenses to which HPK&VIB may be put to or involved as a result of tenant's/lessee's failure to fulfill any of the obligation hereunder and /or under status and /or any bye- law or rules framed there under or any of them.
(b)	H.P. K&VIB shall be entitled to recover any such losses or expenses which may have to suffer or incur on account of such claims, demand, loss or injury from the Security Deposit of the tenant/lessee without prejudice to its any other rights under the law.
(c)	H.P. K&VIB will not be liable for any act or breach or omission by tenant/lessee in regards to the statutory obligations whatsoever and shall in no case be responsible or liable in case of dispute, prosecution or awards made by Court of Law or other Govt. agencies.
(d)	In case of any accident arising out of and in the course of this agreement, H.P. K&VIB will not be responsible for payment of any compensation under any other law. It will be the sole responsibility of the tenant/lessee for payment towards loss or compensation whatsoever. The person engaged by

	tenant/lessee shall be treated, as tenant's/lessee's own employees and can claim no privileges from HPK&VIB. The sole responsibility of all legal or financial implication would rest with the tenant/lessee. The lessee will be directly responsible for administration of his employees as regards their wages, uniforms, general discipline and proper conduct etc.
(e)	The tenant/lessee will have to obtain general insurance against risk, fire accident for his belongings etc. at his own cost and option and shall provide a copy of the same to HPK&VIB, if taken.
(f)	All the taxes / levies/fee charges payable to Govt. Deptt./Local bodies shall be paid by the tenant/lessee & no claim whatsoever shall be paid by the HPK&VIB.

v: Penalty provision:

In the option of the H.P.K&VIB, if the service provider/Tenderer/Bidder fails to execute the AGREEMENT/TENDERS terms mutually agreed and entered into the agreement to the satisfaction of the Owner, The H.P. K&VIB has the right to take following actions:

- (a) Imposition of fine for breach of contract terms and conditions.
- (b) Forfeiture of Security deposit amount either partially or fully.
- (c) Termination of agreement by giving one month's notice.
- (d) In case of repeated complaint is received, the HP K&VIB may conduct an inquiry and may take appropriate decision, even to terminate the agreement/lease deed and also to forfeit the Security Deposit.

VI: Code of Ethics:

The Tenderer should observe the highest standard of ethics and should not indulge in the corrupt, fraudulent, anti-competitive and coercive practices either directly or indirectly, at any stage during the tendering process or during execution of resultant contracts. If the bidders are found involved in any such activity, action will be initiated to debar the bidder.

VII: ARBITRATION AND RESOLUTION OF DISPUTES :

- (a) In case of any dispute and difference of opinion arising out of this contract, both parties shall try to resolve the same amicably by mutual consultation duly recorded.

- (b) If the parties fail to resolve the dispute by such mutual consultation then either of the party (depending on the position of the case) shall give notice to other party of its intention to commence arbitration as per Indian Arbitration and Conciliation Act. 1996.
- (c) All the disputes will be subject to the jurisdiction of Court situated at Kangra.

Signature with Seal)

Name: _____

Department: _____

Date: _____

Annexure-I

**DECLARATION REGARDING ACCEPTANCE OF TERMS AND CONDITIONS
CONTAINED IN THE TENDER DOCUMENT.**

(Affidavit duly attested by Public Notary/ Oath Commissioner)

To,

Dear Sir,

I have carefully gone through “terms and conditions in the tender document regarding the tender for renting out Sale Shop & vacant shed, Kangra, Distt. Kangra and declare that all the terms & conditions/ provisions of this document are acceptable to me/ my Company/Firm. I further certified that I am authorized signatory of my Company/Firm and I am therefore competent to make this declaration. I further declare that none of the Employee of the Board is related to me.

Yours faithfully,

Signature:

Name _____

Designation _____

Company/Firm _____

Address _____

Annexure-II

Undertaking (non-judicial stamp paper of Rs. 100/-)

I/we have read and understood the contract of tender No. **Him.K&VIB/SS Kangra/2025-26/** and agree to a bid by all the terms and condition of this tender and undertaking the following.

1. I/we also confirm that in the event of my/our tender being accepted, I/we hereby undertaking to furnish Performa Security/ Security deposit, as mentioned in the bid document.
2. I/We further undertaking that none of the individual / proprietor /Directors of firm was or is proprietor or Partner or Director of any firm with whom the government have banned /suspended. I/we further undertake to report to the CEO, HPK&VIB, Shimla immediately after we are informed but, in any case, not later than 15 days, if any firm in which Proprietor/Partners/Directors are proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the contract with you.
3. I/We agree that all disputes, if arising related to this tender, shall be within the jurisdiction of courts of Kangra at Dharamshala Distt. Kangra.
4. I/We undertaking that the firm/company etc. has never been blacklisted by any of the Central/Govt. organization and no criminal case is pending against the firm/company.
5. That the information supplied by the firm/company /bidder in the bid are true and nothing has been concealed and in case at any stage any information is found false our Security deposit can also be cancelled by the CEO, HPK&VIB.
6. I/We undertake to obtain all the required documents/certifications from concerned authorities at my own cost and submit the same to H.P. Khadi and Village Industries Board.
7. H.P. Khadi & Vill. Industries Board's, Authorities may make surprise inspection to ensure proper maintenance and sanitation condition.
8. I/We undertake to submit that that I/we shall run the Sale Shop & vacant shed for the activities mentioned in the tender document as specified at **Sr. No. 12** of the eligibility conditions/Technical bid and in the offer letter/LOI issued by the HPKVIB. In case authorities of HPKVIB found that I/we are not running the activities as specified/mentioned in the above during the currency of tenancy period/agreement, I/we shall be liable to any action as deem fit by the HPKVIB authority, even ejection of the premises and the security amount shall also stands forfeited.
9. I/We undertake to submit that I/we shall purchase the existing Khadi Stock valuing approx. Rs. 10.84 lakh as mentioned in the tender document.(or as per the actual stock available at the time of handing over the shop).

Signature of Bidder with seal

Annexure-III

PROFORMA FOR FINANCIAL BID

To,

The Chief Executive Officer
H.P. Khadi and Village Industries Board,
Shimla-171004.

Sub.: Financial Bid

(Renting out of Sale Shop & shed at Kangra, Distt Kangra)

Sir,

With reference to your tender No. Him. K&VIB/SS Kangra/2025-26 dated _____ on the subject mention above, the undersigned have read & agreed all the terms and condition of the tender and quote the rates as under:-

Sr no.	Particulars	In Rs.	In Words
1.	Rent per month quoted for Sale shop & shed at Kangra (approx Area1237 sq feet)		

Note: Reserve price: Rs. 40000/- per month + GST will be extra as applicable.

I/We undertake that if our bid is accept, we will run the shop by observing all terms & conditions mentioned in the referred tender document.

I/we undertake that the Khadi stock(items/products) at the time of taking over the shop for rental purpose will be purchased and the said amount be deposited with the Board.

Signature of Bidder with seal

Name _____

Designation _____

Company/Firm _____

Address _____

Date:

Note. 1: Further, the bidders whose rate are highest will be leased/rented out the Sale Shop for operating particular nature of shop. In case of the highest quoted rates of more then one bidder are becoming same, an exclusive limited bidding will be conducted among the same rate quoted bidders on a same date., bidders on a scheduled date, The date & venue of bidding will be intimated to those bidders well in time.

Note. 1: Bids quoted lesser then the minimum/ base rents indicated in the tender document will be rejected straightaway.

