

A. MUMBAI OFFICE

- (1) **M/s Infrastructure Leasing & Financial Services Ltd, The IL&FS Financial Centre, Plot no. C-22, G-Block, Bandra- Kurla, Complex, Bandra East, Mumbai 400 051.**

It has 10 floors, Stilt floor, two basements, terrace, 450 car parking, total admeasuring around 4.00 lakh Sq. ft Built up area.

All FM service (including HK, Pantry services, CRO/CRE services) and Technical services (O&M) required for:

Common Area

Office Area

Office Support Services

Car parking management

Utilities & Machinery's maintenance

Business Centre management

Contact Persons: - Mr. Sameer Patekar # 9820607795

Mr. Dinesh Shetty # 9819116355

- (2) **M/s Infrastructure Leasing & Financial Services Ltd, Business Arcade IL&FS , Plot No.584, Sayani Road, Opp Parel S T Depot, Prabhadevi, Elphinstone, Mumbai - 400 013 Mumbai.**

It has 14 floors, Stilt floor, basements, small terrace, 28 car parking, total admeasuring around 48,000 Sq. ft Built up area.

All FM service (including HK, Pantry services, security) and Technical services (O&M) required for:

Common Area

Car parking management

Utilities & Machinery's maintenance

B. KOLKATA OFFICE

M/s Infrastructure Leasing & Financial Services Ltd Constantia Complex, 3rd Floor, 11 Dr. U.N Bramachari Street Kolkata - 700017

All FM service (including HK, Pantry services, security etc)

Floors: - 2 (Ground and 3rd flr)

Common Area: - NA

Office Area: - 10,500 Sq Ft Built Up Area

Contact Person: - Mr. Abhijit Pal # 9748272315

C. GURGAON OFFICE

M/s Infrastructure Leasing & Financial Services Ltd. Ambience Corporate Tower, Ambience Island, NH#8, Gurgaon, Haryana.

All FM service (including HK, Pantry services, security etc)

Floors: - G + 3

Office Area: - 83,660 Sq Ft

Common Area: - N/A Sq Ft

Utilities & Machinerics: - No

Contact Person: - Mr. Anurag Dixit # 9899447716

Terms & Conditions for bids / proposals from FM / IPC companies for the properties of Infrastructure Leasing and Financial Services Limited (“IL&FS”) (list of the said properties are available on the link) in view of advertisements dated [June 1, 2019] published in newspapers inviting bids from FM(Facility Management) / IPC

1. The bid document may be sent by corporates/business enterprise (“**Bidder**”) for facility management services at Identified Properties. Any Bidder can bid for the Identified Properties by sending their bid document in accordance with the terms and conditions mentioned herein and in the format available on the website.

2. **Date & Time for inspection of Identified Properties & submission of Bid Document:**

- (a) Date of inspection & submission of Bid: - June 1, 2019 to June 12, 2019 (excluding holidays).
- (b) Timings for Inspection: - 9.30 AM to 5.00 PM
- (c) Contact Person:

Mumbai- Sameer: 9820607795, Dinesh: 9819116355

Kolkatta- Abhijit Pal: 9820607795,

Gurgaon- Anurag Dixit: 9899447716

3. **Submission of Proposal:**

- (d) Bid document shall be submitted in the format available on the website, in a sealed envelope addressed to “**Corporate Services & Facilities**” (FMS) The IL&FS Financial Center, Plot No – C- 22, G – Block, Bandra Kurla Complex, Bandra (E), Mumbai – 400051.
- (e) The sealed envelope to be dropped in “Tender Box” placed at IL&FS central despatch section at Ground floor at above mentioned address.
- (f) The bid should be submitted latest by 5.00 P.M. on or before June 12, 2019. The envelope containing the bid should bear the transcript as mentioned above in 3 (a) along with the name of the **Bidder and contact details**

All envelopes used by the Bidder for the purpose of any submission and communication should be adequately sealed to prevent any interference/tampering while in transit. IL&FS shall assume no responsibility for the delay in submission of the bid or misplacement or premature disclosure of the contents of the bid and consequent losses, if any, suffered by the Bidder.

4. IL&FS shall evaluate the bid(s) submitted by the Bidder(s), based on the aggregate consideration offered by Bidders as part of their financial proposal for FM Services. After evaluation, IL&FS shall select the Bidder based on the rate quoted, market reputation, and few client’s feedback as the successful Bidder. IL&FS may, in its sole discretion, negotiate the financial proposal of the Bid submitted by the successful Bidder/Bidders for corrective revision. Based on the negotiations, such successful Bidder may submit a revised Bid within such number of days as may be prescribed by IL&FS in this regard.

5. Strict adherence to the format of the bid document is required. If any Bidder submits a bid document with any modification, then IL&FS may, in its sole discretion, accept or reject such bid document.
6. To qualify as bidder the applicant should have experience of minimum 8 years in FM services with experience of managing independent building of around 3-4 lacs Sq. feet area, should also have at least INR 20.00 Cr annual turnover.
7. IL&FS may, in its sole discretion, reject any bid if are any counter-conditions imposed in the bid document by the Bidder.
8. Details of the Bidder needs to be provided in Bid Document very clearly along with contact details & address.
9. IL&FS reserves the right to suspend, modify or terminate transaction or the process of transaction proposed under the Advertisement (which is to be read with the terms and conditions mentioned herein) (“**Potential Transaction**”), at any time without providing any reasons or incurring any liability to any party.
10. Unless any changes or modifications to the terms and conditions mentioned herein, which are uploaded on the website, these terms and conditions shall be final and binding on Bidders.
11. If, at any time during the process for the bidding process, IL&FS determines (at its sole discretion) that any Bidder do not fulfil any of the above conditions, then IL&FS shall have the right to immediately cease to engage with such Bidder without providing any reasons or incurring any liability whatsoever.
12. IL&FS reserves the right, at its sole discretion, to reject all or any of the bids, without providing any reasons or incurring any liability whatsoever.
13. The Bidder shall maintain confidentiality of the information received as part of the Potential Transaction process and shall not use such information to cause any undue gain or undue loss to itself or any other person.
14. Any successful Bidder will be required to execute such documents which IL&FS may require them execute and in the form and manner which IL&FS may deem appropriate to effectuate the Potential Transaction.
15. Consummation of any Potential Transaction pursuant to this will be subject to requisite approvals and compliances under applicable law.