



हि० प्र० खादी एवं ग्रामोद्योग बोर्ड,  
क्लीव लैंड, शिमला- 4

दूरभाषण 0177.2652407 2653229 2812280ए

फैक्स: 0177.2802724 e-mail: [khadi-hp@nic.in](mailto:khadi-hp@nic.in)



### निविदा सूचना

सर्वसाधारण को सूचित किया जाता है कि हिमाचल प्रदेश खादी एवं ग्रामोद्योग बोर्ड, अपने ऊन पिंजाई केन्द्र पपरोला, जिला कांगडा के संयंत्र व भवन को किराए पर देने के लिए मोहरबंद निविदाएँ दिनांक. 18.03.2025 से 11.04.2025 को 1.00 बजे तक आमंत्रित की जाती है।

अधिक जानकारी के लिए निम्न दूरभाष न० 0177-2653229, 2652407 व 9418008624, ई-मेल, [khadi-hp@nic.in](mailto:khadi-hp@nic.in) और वेबसाइट:- <https://hipashimla.nic.in> पर सम्पर्क कर सकते हैं।

मुख्य कार्यकारी अधिकारी

## **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 and C and Form –I ) must be submitted separately in sealed Envelope– I, Technical bid.**

S.N	Particulars	Yes	No
1	Bidder*s profile ( Annexure –A “) and Offer for running wool carding plant ( Annexure –B” ) duly filled in signed & stamped .		
2	Copy of Aadhar Card		
3	Copy of Pan Card		
4	Tender form duly filled in containing Terms & Conditions,(Annexure –C) duly signed with signature of the bidder as acceptance of terms & conditions		
5	Earnest Money of Rs 50,000 /- 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	Undertaking as per Annexure –“ Form –I”) (affidavit on Rs 100/-)		
7	Self Attested copy of GST(TIN ) issued by GST authorities , if available		
8	Receipt of Tender Form ( Rs 500/- ) attached		

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

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

**Annexure : “A”**

**Profile of the Bidder ( Individual /Firm / Society / SHG etc ).**

S.N	Particulars	
1	Name of the Bidder	
2	Permanent address of the Bidder	
3	Correspondence address of the bidder	
4	Contact No . & Mail Id :	
5	Aadhar card No .	
6	Pan No, if available	
7	GST No , if available	
8	Earnest money and DD No	
9	Undertaking .	
10	PI specify the name of other V.I activity intends to run in the building /premises at Paprola District Kangra ( purposed activity should be under KVI sector /ambit )	

Name.....

Designation .....

Company / Firm .....

Address.....

.....

Telephone /Mobile No .....

**Annexure – “ B”**

**Offer to run wool carding plant on rental basis for providing wool carding facilities to the local people of the area .**

**Offer for running wool carding plant Paprola, District Kangra HP**

**A : Filling of Tender /bid**

- (a) Offer for renting out to run the wool carding plant at Paprola, District Kangra for providing wool carding facilities to the local people. The tender/bidder shall fill the prescribed tender documents issued by the office of the Chief Executive Officer HP Khadi and Village Industries Board Shimla-4 and to be submitted in the sealed Cover and should reach this office on or before 10-04-2025 up to 05:00 PM by the post and 11-04-2025 up to 1:00 PM by Hand. The tenders received after fixed day and time shall not be accepted .
- (b) The bidder may retain a copy of the tender documents for their references. However the tender should be submitted on the original tender documents issued from this office or from the ADO office Kangra.
- (c) The minimum bidding price is **Rs 11,600/-only per month (Eleven thousand Six hundred only per month.)**
- (d) Earnest money: The tender should be accompanied by the earnest money in the form of demand draft for RS, 50,000 only ( rupees fifty thousand only ) in favor of the Chief Executive Officer Khadi and village Industries Board Shimla -4 the earnest money of successful tender will be retained as security & no interest will be payable on the earnest money . Tender without earnest money shall not be accepted.
- (e) The tender document can be download from the website <http://hipashimla.nic> or can be obtained from the office of CEO H.P Khadi and village Industries Board Shimla or ADO HP Khadi & Village Industries Board Kangra, District Kangra on a payment of Rs 500 / Non refundable.
- (f) Tender Form Fee: The bidders/ Tenders will have to make payment of Rs 500/- ( Rupees Five Hundred 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 .
- (g) The Envelope containing the tender document should be superscripted as “ Tender for running wool carding plant at Paprola\*\* and details of the earnest money should be indicated on this Envelope itself.
- (h) The tender bidder or his authorized representative shall sign the each page of this document cutting if any shall be duly supported by signature of the tender/bidder or his authorized representative. Over writing in the tender document /rent /rate is not allowed .
- (i) If the Tender document is signed by an authorized representative the authority letter shall be produced during the operating of bids /tender by the Khadi Board.

- (j) The earnest money deposited of unsuccessful tenders will be returned after the tender is finalized.
- (k) The intending Tenders/Bidders must visit the site of the wool carding Plant and have through look at the building, Plant & Machinery etc installed there before submitted the tender.
- (l) The Site & plant & building can be inspected on any working day between 10.00 AM to 05.00 PM by the intending bidder after coordination with D.O. Ms Urina Kashyap, H.P. Khadi & V.I. Board Kangra, District Kangra.
- (m) The tender/bidders can run any additional village industry activity in the premises/building of wool carding plant at Paprola for which bidder has to clearly mention the name of Village Industries activity..... to be undertaken in the building/premises and its final approval to carry on the activity will be given by the Chief Executive Officer.
- (n) The Chief Officer reserves the right to reject /accept the tender without assessing any reason.
- (o) The rent agreement for running the wool carding plant will be valid initially for a period of five years with 10% enhancement of rent after every 3 years.

(Signature of tendered)

Seal.....

Name: .....

Address.....

**Annexure-^^C\*\***

**H.P. Khadi and Village Industries Board,  
Cleave Land, Shimla-171004.**

**Terms and Conditions for renting out wool carding Plant at Paprola.**

1. The **^Owner\*\*** shall mean **^H.P. State Khadi & Village Industries Board\*\*** through its Chief Executive Officer.
2. The **^Tenant\*\*** shall mean a person/Firm who pay Rent (Money) to the owner for running the wool carding Plant on rental basis.
3. The **^Rent 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 Wool Carding Plant for providing carding facilities to the local people of the area.
4. The Rate shall mean Rent per month.
5. That the tenant shall ensure to provide regular & timely wool carding facilities to the local people/public at wool carding centre Paprola during the office hour on all working days.
6. That in case the tenant fails to provide/render wool carding facilities to the local people of the area without any reason(s), 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. In case the wool carding facilities to the local remain disrupted due to breakdown of machinery or any other reason (s) for more than 30 days, the tenant will be liable for the same and will levy a fine of Rs. 200/- per day for keeping the W.C plant non-functional/working.
8. The tenancy shall be initially for a period of 10 years which can be renewed/extend further for another 5 years at a time, provided that the tenant is running the wool carding machinery properly and is also being properly maintained to the satisfaction of the owner by the tenant.
9. The minimum bidding price is **Rs.11,600/-**only per month (Rs. Eleven Thousand Six Hundred Only) . A bid lower than the minimum bidding price shall be rejected out rightly.
10. Increase in standard rent shall be @ 10% automatically after every 3 years 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.
11. 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.
12. 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.
13. 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, plant &

machinery etc) by the tenant at the satisfaction of the owner. In case of any damage/breakage found to the building, plant & machinery etc at the time of handing over the premise etc the tenant shall have to get same done/restore at his own cost and to the complete satisfaction of the power.

14. In case tenant intends to carry on/run any other 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. 10 of Annexure-A). Any change/addition to run the other village industry activity during the currency of agreement period shall be subject to the prior permission/approval from the owner of the premises.
- 15. That in case tenant intends to add new construction (like office, hall etc) on the land at the premises of the Khadi Board situated at Paprola, Distt. Kangra at his/her own cost, he/she shall have 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 even on the new construction done by him/her after the completion/termination of agreement period.**
16. The tenant shall have to run and maintain the building, plant & machinery etc during the tenancy period at his own cost.
17. The possession of the premises (building, plant & machinery etc.) shall be handed over to the tenant after execution of rent agreement.
18. The tenant shall obtain a receipt/certificate along with list of articles/machinery etc. with complete specification/description while taking over the possession of the premises (building, plant& machinery 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.
19. All the electricity and water supply charges or any other taxes levy-able shall be paid by tenant.
20. The tenant shall have the responsibility to keep the premises 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, plant & machinery ensure safety, breakage and any theft of the material fixed in the building including plant and machinery at his own cost.
21. 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 by the owner.
22. The premises shall not be used in any way for gambling or any other illegal/unauthorized purpose.
23. In case of any violation with regard to the use of the premises the tenancy/rent agreement shall be canceled with immediate effect without any notice and the security deposited shall be forfeited by the owner.

24. The owner and his representative shall have unrestricted right of inspection of the premises i.e. building, plant & machinery to satisfy himself/herself that the terms and conditions of agreement are strictly complied with.
25. 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, plant & machinery etc at his own cost.
26. 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.
27. The tenant shall not further sublet the plant to any other person/firm, in case such discrepancy or complain comes to the notice of the owner the rent agreement shall be cancelled and tenant has to vacate the Plant within 7 days and security deposited will be forfeited.
28. The tenant shall not used the rental accommodation/premises for a purpose other than that for which it has been rented out.
29. The employees/workers employed by tenant for works in plant shall be purely his employees and not of the owner in any respect.
30. The intending tenders/bidders are requested to visit and see over the site/premises of the wool carding plant (i.e. Building, Machineries & Equipments) before submitting the tender.
31. The Chief Executive Officer reserves the right to reject or accept the tender without assessing any reason.
32. In case of any dispute between the owner and the tenant the jurisdiction of the court shall be at Shimla.

(Signature of Tendered)

Seal.....

Name of the Tendirer.....

Address: .....

**“Annexure-D”**



## Financial Bid

Name of the Bidder.....  
Permanent Address;.....  
.....  
Correspondence Address;.....  
.....  
Contact No.....email.....

Sr no.	particulars	In Rs.	In Words
1.	Rent per month quoted for wool carding plant at Paprola .		

Name \_\_\_\_\_

Designation \_\_\_\_\_

Company/Firm \_\_\_\_\_

Address \_\_\_\_\_

Tel/Mob No/email, ID \_\_\_\_\_

### Form No.1

**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 Wool Carding Plant, Paprola Distt. Kangra. and declare that all the terms/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 \_\_\_\_\_

**H.P. Khadi & Village Industries Board, Cleave Land Shimla -171004.**

## **Tender**

**Inviting offer from Bidders (Individual/Firms/Society/SHG) for running wool carding plant on rental basis at Paprola District Kangra, H.P.**

### **Tender No KVIB/WC Plant Paprola/2024-25**

Date of Issue of Tender:	18-03-2025
Last Date and time for sale of tender:	10-04-2025
Period of collection of tender:	18-03-2025 onwards
Last Date & Time of submission of Tender:	<b>10-04-2025 upto 5.00 PM (by post)</b> <b>Or</b> <b>By hand 11-04-2025 upto 1.00 PM</b>
Date & Time of Opening of Technical Bid:	11-04-2025 at 2.00 PM
Date & Time of Opening of Financial/Price Bid:	11-04-2025 at 3.00 PM
Address for submission of Tender:	Chief Executive Officer, H.P. Khadi & Village Industry Board Cleave Land Shimla-4
Cost of Tender:	500/- not refundable
Earnest Money Deposit(EMD)	Rs. 50,000/- (Rupees Fifty thousand 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.
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