**Lease**

1. **EMD (Earnest Money Deposit)** to be paid mandatorily. EMD will be refunded for unsuccessful tenderers.
2. Lease Property will be handed over in the same condition- “As-is”

**Instruction to the Bidder**

1. Leave and License agreement- Initially for 1 year and would be extended to a certain period based on performance. Licensee to quote license fee for whole period with minimum % increase each year
2. Two bids to be submitted- Technical bid and Financial bid

**Technical Qualification Criteria**

1. Minimum 1 year of relevant experience is needed
2. Documents to be produced- Average Annual Turnover, Balance Sheet, Profit & Loss statement, IT return, Attested copy of GST registration certificate and Returns filed for the same. Documents should be audited and minimum last 3 years documents to be submitted.

**Terms & Conditions**

1. License fee to be paid every month and security deposit (interest free and refundable) to be paid every month
2. If extension needed, information should be given 3 months in prior
3. Only licensee should use the leased space and it should not be further rented to anyone- No third party to be allowed
4. Licensor can visit anytime for inspection
5. Any upgrade to the leased space is allowed without material alteration to the whole structure- Tress should not be damaged. Any additional construction would need approval
6. Semi-permanent structure and games can be installed- Prior information should be given on what we are going to install
7. Display board should have licensor name and logo
8. Licensee to pay GST mandatorily
9. Water and Electricity to be arranged by Licensee
10. Complaints book to be kept and monthly report must be sent to Licensor
11. Licensor is not responsible for any theft or damage and it is up to Licensee to insure his men and material
12. Licensee’ to be provided with uniform and ID
13. 3 months’ notice period in case of termination of lease
14. Display board/ Tariff board mandatory
15. Security deposit to be refunded post end of lease after inspection
16. Arbitrator to solve dispute or difference between parties.
17. If conference hall is there, it should be given to Licensor for free for any function
18. Licensee should take care of safety and insurance coverage