

NATIONAL SEEDS CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING-MINIRATNA COMPANY)

REGIONAL OFFICE: LUCKNOW

(CIN no: U74899DL1963GOI003913)

Phone No. 0522-7118213

E-mail id: rm.lucknow@indiaseeds.com

No.IV/Engg(6-Office Space Hiring)/NSC-LKO/2025-26

Date:-26/06/2026

Notice Inviting E-Tender

National Seeds Corporation Limited (NSC), Regional Office, Lucknow-226029 (Uttar Pradesh), invites online tenders under a Two-Bid System from Central/State Government Agencies, Individual Owners, Power of Attorney Holders, Firms, and Companies for hiring commercial/office premises on lease rental basis. The offered premises should have a covered area of approximately 4,000 to 5,000 square feet and be located within the municipal limits of Lucknow city. Preference shall be given to premises situated in proximity to the Directorate of Agriculture, Beej Nigam, and Uttar Pradesh State Seed Certification Agency (UPSSCA), with convenient accessibility from the Railway Station, Bus Stand, and Airport. The entire office space should preferably be available on a single floor. The premises shall be taken on lease initially for a period of five (05) years, which may be extended further on mutually agreed terms and conditions. The bid validity will be 90 days and last date & time is 10/07/2026 upto 14:00 hours. Tender fee is ₹ 590.00 and EMD is ₹10,000.00. Tender document and other details are available on www.indiaseeds.com , <https://eprocure.gov.in> and <https://indiaseeds.enivida.com> .

Regional Manager

NATIONAL SEEDS CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING-MINIRATNA COMPANY)

REGIONAL OFFICE: LUCKNOW

(CIN NO: U74899DL1963GOI 003913)



TERMS & CONDITIONS OF E-TENDER/CONTRACT FOR

Office Premises Hiring at-Lucknow

E-TENDER SHOULD BE SUBMITTED IN TWO BIDS SYSTEM ONLINE

DATE OF PUBLISHING: 26.06.2026

**TENDER DOCUMENT AVAILABLE FOR ONLINE SUBMISSION:
UP TO 26.06.2026 @ 13:00 hours.**

ON NSC e-portal: <https://indiaseeds.enivida.com>

OPENING OF TENDER : on 10.07.2026 at 14.30 Hours

COST OF TENDER FORM: Rs.500 + 18% (GST) paid online only

Contact details:

Particulars	Telephone	E-mail	Fax
H.O.New Delhi	011-25842209	mm@indiaseeds.com	011-25841337
Regional Office – Lucknow	0522- 3516971	rm.lucknow@indiaseeds.com	0522-7118213
WebSite	www.indiaseeds.com		

NATIONAL SEEDS CORPORATION LTD.

(A Government of India Undertaking – Miniratna Company)

(CINNO:U74899DL 1963GOI003913)

REGIONAL OFFICE:LUCKNOW

No.IV/Engg.(6-Premiseshiring)/NSC-lko/205-26

Date -26/06/2026

NOTICE INVITING E-TENDER

National Seeds Corporation Ltd. (NSC) ,Regional Office, Lucknow(U.P) invitesonline e-tenders under two bid system from the private building owners/ central govt/state govt/autonomus body/ PSU or any other semi-govt departments who are having own commercial office space for:-

Sr.no.	Particulars	Details
1	Tender Called for	Office Premises hiring Built-up-area 4000 to 5000 Sqft.
2	Location	Lucknow
3	Period of Contract	Initially for 5Years
4	Bid-Validity	90 days
5	Earnest Money	Rs.10,000/- (Rupees ten thousand)
6	Tender Document cost	Rs.500+18%(GST)(Rs.590.00)
7	Last Date & Time of E-tender submission	10/07/2026 upto14.00Hrs
8	Date & Time for Opening of E-Tender	10/07/2026 upto14.30Hrs
9	Venue of Bid Opening	National Seeds Corporation, Regional Office Lucknow

1. Tender document will be available on NSC e-Portal :<https://indiaseeds.com> <https://indiaseeds.enivida.com> & <https://eproc.gov.in> Upto 10/07/2026 till 14.00 hours for uploading.
2. The eligibility criteria for participation are given in the tender document.
3. Parties participating for Tender EMD amount should be submitted online along with cost of tender document. However Central govt/state govt/autonomous body/ PSU or any other semi-govt departments are exempted for Tender fee & EMD submission.
4. Tenderers should be submitted both Technical bid and Price bid strictly as per instructions to tenderers given in the terms & conditions/tender documents.
5. Tender not accompanied with requisite amount of EMD & Tender cost and not submitted as per instructions contained in the tender document are liable for rejection.
6. Micro Small Enterprises registered with MSEs/NSIC for the quoted item under single point registration scheme are exempted from payment of cost of tender document and EMD as well as entitle to avail the benefit of Public Procurement Policy for Micro and Small Enterprises(MSEs) 2012, according to the policy approved in the NSC subject to furnish documentary proof in support of their claim along with their request.
7. The Corporation reserves the right to accept or reject any/all tenders without assigning any reason whatsoever and decision of the Corporation shall be final and binding on tenderer.

Regional Manager

Important Parameters

1	Covered Area	Approximately 4000 to 5000 Sq. feet Built-up area
2	Covered/Open Parking Space	Dedicated parking space minimum for 8 four wheelers and 12 two wheelers
3	Visitors Parking Space	Sufficient open parking space
4	Amenities	24 hours water supply, Generator power back up for essential services like lift,pump, Electricity, etc.
5	Possession	Ready possession
6	Required Compliances	• Approved building map from Local Authority. • Occupancy certificate from local authority • Fire NOC from UP Fire & Emergency Services • Electrical safety certificate/ NOC from Directorate of Electrical Safety UP. • Separate transformer for building to accommodate electrical load of office.
	Preference	Central or State Govt. Deptt./PSU /Autonomous Bodies
7	Initial period of lease	Initial 5 years with an option to renew after every 5 years up to 10 years at predetermined increase in rent.
8	Bid Validity	90 days from the date of submission of the offer

Eligibility and General terms and conditions for premises owner

- i. The bidder who are participating to provide premises on rent to National Seeds Corporation Ltd shall submit an EMD of Rs.10,000/- through online. The online submitted tender will be opened at RO NSC Lucknow.
- ii. Adequate open/covered parking space for Visitor parking and space for setup of Generator (if electrical backup is not provided) shall be made available by the owner. No additional payment or charges shall be borne by NSC for the same.
- iii. NATIONAL SEEDS CORPORATION LTD reserves the right to terminate the contract of leased space at any time with one month's notice to the Premises owner.
- iv. The owner should arrange for annual repair & maintenance, white/color washing. All repairs and maintenance of lease space will be done by premises owner on his own cost.
- v. The participants shall be informed by NSC to arrange a site inspection of the premises offered by them. A committee constituted at the Regional Office level shall inspect the feasibility and suitability of the offered premises in accordance with the prescribed parameters and submit a confidential report to the Regional Manager. Based on the committee's recommendations, the decision of the Regional Manager shall be final and binding on all participants.
- vi. The floor area i.e. no. of floor with the corresponding rate for rent per square feet (Including taxes) should be mentioned in the Price bid. The number of car parking spaces and two wheelers offered should be indicated separately.

- vii. Arrangement of security 24 x7 of campus by security guard watch & ward along with CCTV shall be in scope of building owner. . No additional payment or charges shall be borne by NSC for the same.
- viii. All major civil, sanitary, electrical, and other structural repair/maintenance works required during the lease period shall be undertaken by the lessor at no additional cost to NSC.
- ix. Electricity connection 25 KW load will be taken by NSC separately. However if any supportive document required for obtaining new electricity connection will be provided by the landlord. Till furnishing of new electrical connection electricity charges will be paid on actual utilization basis (sub-meter units @ 10/- per unit).
- x. The NSC reserves the right to accept or reject either full or part of tender or all the tenderers without assigning any reason. NSC further reserves the right to award the tender.
- xi. The tenderer/lessor shall be solely responsible for payment of all applicable taxes, duties, levies, and statutory liabilities, including GST and Income Tax, as may be leviable in connection with the lease transaction. NSC shall not be liable for any such taxes, duties, levies, or statutory payments except those required to be deducted at source under applicable laws.
- xii. NSC shall not be held responsible or liable for any loss, damage, delay, or failure in performance arising out of any change in Government policies, laws, regulations, or due to natural calamities, force majeure events, or any other circumstances beyond the reasonable control of NSC.
- xiii. The tenderer will have to give Name of the firm/ Name of the owner, Postal address, Telephone no., E-mail of the responsible person in the tender form itself, for further communication.
- xiv. The landlord shall execute necessary repairs usually made to premises in that locality as and may be specified by the NSC in a notice in writing within such time as may be mentioned therein and if the landlord fails to execute any repairs in pursuance of the notice, the NSC may cause the repairs specified in the notice to be executed at the expenses of the landlord and the cost thereof may, without prejudice to any other mode of recovery be deducted from the rent payable to the landlord.
- xv. If NSC shall be desirous of taking a new lease of the said premises, after the expiration of the term hereby granted and of such its desire shall deliver, to the landlords or leave for them or send by registered post to them at their last known place of abode or business, notice in writing , not less than one month before the expiration of the term hereby granted when the landlords will at or before the expiration of term hereby granted if there shall be no subsisting breach of any of the leases obligation under this present agreement on the part of NSC, grant to the NSC a new lease of the said premises for a further term of mutually agreed period to commence from and after the expiration of the term hereby granted, on the same terms and condition as

in this present agreement reserved and contained including the present covenant for renewal NSC shall be entitled to terminate the lease at any time by giving to the landlord One month prior notice in writing of its intention to do so. Landlord is also entitled to terminate the lease at any time by giving three month prior notice to the NSC.

- xvi. Building should have electricity connection as per guidelines of concerned department. Electricity supply will be providing to office. For this a separate sub meter should be installed. The consumed electricity paid by NSCL as per consumption.
- xvii. Transfer and subletting: - Tenderer or party shall not sublet, transfer, or assign the contract to any person, firm or company directly or indirectly or any part thereof without the previous written permission of the Corporation.
- xviii. The successful Tenderer shall have to execute the agreement on Rs. 500/- stamp paper within 07 days of awarding the contract to him at his cost. The successful tenderer will have to produce attested copy of partnership deed in case of Partnership Firm and also power of attorney on stamp paper in favour of authorized representative duly registered with Notary for execution of agreement and setting all matters related to this contract. If landlord require that the agreement shall be registered then all the charges (stamp duty, registration fees etc) is to be borne by landlord.
- xix. As regards the hike in rent the offer should be given by the tenderer in separate sheet along with other terms & conditions if any.
- xx. Final agreement will be signed by Regional Manager, Lucknow on behalf of the Corporation. Other persons/employees are not authorized to change/alter the terms & conditions of the agreement. Letters issued by other employees on changing clauses of agreement will not be accepted by the management and it is mandatory requirement to execute the agreement by both the parties.
- xxi. Canvassing in any form will disqualify the tenderer. No brokerage will be paid to any broker.

Regional Manager

Other Terms & Conditions

Lease Payment:-

TDS as applicable taxes as per Income tax Act 1961, from each bill will be deducted. Taxes: All the indirect taxes like GST, Municipality/Nagarpalika etc will be borne by premises owner as per rule.

Signing of contract:-

Pre contract integrity pact: - successful tenderer whose work order of value of Rs. more than one crore than they have to execute pre contract integrity pact in the prescribed Performa.

Refund Of Earnest Money:-

(A) Unsuccessful Tenderers: In case of unsuccessful tenders who do not, withdraw their offers before the receipt of final decision, the earnest money shall be returned, without interest after the finalization of tenders or after expiry of validity period of the respective offer, whichever is earlier by means of RTGS and the Corporation will not be responsible for reimbursing to the tenderers the Bank's Commission for encasing the same.

(B) Successful Tenderers:

i) The successful tenders to fulfill the requirement of signing of agreements, submission of security money and signing of Pre contract integrity pact (if more than 1 cr. order) as per the format given in the tender document and furnish documents and furnish composite bank guarantee in the manner indicated in the tender.

ii) After the successful tender, tenderer has to complete formalities as stated above, the earnest money deposit will be refundable to him/ them. No interest shall be allowed on earnest money.

FORFEITURE OF EMD:-

If a tenderer withdraws its tender during the period of Tender validity specified by the NSC on the Tender Form:

Default & Risk purchase:

The corporation shall have right to declare the contract at the end at the risk and cost of the supplier and the supplier shall be liable for any liquidated damages for delay as above provided and for any additional expense, losses or damages which the corporation may be put to incur or sustain reason of, or in connection with contract's default.

Payment:-

All the payments of rent will be released by the regional office through RTGS/NEFT. After making necessary deductions and any other recoverable. All the bank charges shall be borne by the premises owner.

MSMEs Registered party:-

Micro Small Enterprises(MSEs) registered with NSIC for the quoted item under single point registration scheme in India are exempted from payment of cost of tender document and EMD as well as entitled to avail the benefit of Public Procurement Policy for Micro and Small Enterprises (MSEs) 2012, according to the policy approved in the NSC subject to furnish documentary proof in support of their claim along with their request.

Settlement Of Disputes:-

In case any dispute arises between NSC and the other party due to any term or matter, both the parties will opt to resolve it through mutual understanding and discussion. In case, dispute remains even after discussions, then it shall be binding upon parties to resolve issue under the provisions of Arbitration & Conciliation Act, 1996 as amended from time to time. Under this provision, the Chairman-cum-Managing director, National Seeds Corporation Limited with the concurrence of both the parties shall appoint sole Arbitrator to resolve the issue and both the parties will have to abide by the decision. The parties will bind to resolve this dispute through arbitration before going to court of law. The Arbitration shall be conducted at New Delhi and shall in English Language. The court of Delhi shall have the jurisdiction.

E-TENDER FOR HIRING OF OFFICE PREMISES

TECHNICAL BID

1. The Premises owner has to provide the following documents

Name of the Firm/Owner of Premises with Location of offered premises	Inside Area of premises (In Sq Feet)	Number of Toilets	Lift (if on first floor & above)	Other Facilities
Name-..... Address..... Contact no..... Email Id.....				

2. Registration: GST No----- / Aadhar no----- (in case of Individual)

3. Income tax Details

**Exempted for Newly registered firms*

Detail	Returns for Last Three Years (to be attach)*	
PAN no.....	2023-24	
	2024-25	
	2025-26	

4. Owner Ship Title copy self-certified. ☐
5. Approved Layout plan of offered Property/Premises duly signed. ☐
6. Fire NOC from UP Fire & Emergency Services. ☐
7. Electrical safety certificate/ NOC from Directorate of Electrical Safety UP. ☐
8. Details of Electrical Connection obtained for Building. ☐
9. Availability of CCTV or Security Guard. ☐

10. Detail of Parking Space available:-

Two wheeler (in no's)	
Four wheeler (in no's)	

11. As a token of acceptance signed copy of our terms & conditions.

Signature of Premises owner : _____
Name of Premises owner : _____
Seal of Premises owner : _____

E-TENDER FOR HIRING OF OFFICE PREMISES

FINANCIAL BID

The premises charges have to quote on per sqft/month basis.

Taxes: All the indirect taxes like GST, Municipality/Nagar palika etc will be borne by premises owner as per rule.

The TDS or any applicable Taxes will be deducted from each billed amount for premise shirring.

Period of Lease Initially for 5 years with an option to renew after every 5 years up to 10 years at pre-determined increase in rent @ 3% every year.

Payment: Payment of rent will be on Carpet area basis only. Carpet area shall be arrived after joint measurement as per the CPWD Carpet area Definition. No advance rent will be paid.

Sr.No	Available premises in Sqft	Rate per sqft/month (inclusive of all taxes)

Signature of the Premises : _____

Owner Name of the Premises : _____

Owner : _____

Seal of the Premises Owner

CellNo./Phone No. : _____

Location : _____

Dated : _____

SECTION-VII

NATIONAL SEEDS CORPORATION LTD.

INSTRUCTIONS TO BIDDERS ONLINE MODE

1. Bidders/Vendors/Suppliers/Contractors must get themselves registered on the portal for participating in the e-tenders published on <https://indiaseeds.enivida.com> by paying the charges of ₹ 2360/- (Inclusive taxes) per year.
2. Bidders must provide the details of PAN number; registration details etc as applicable and submit the related documents. The user id will be activated only after submission of complete details. The activation process will take minimum 24 working hour's enividahelpdesk@gmail.com
3. Bidders must have a valid email id and mobile number.
4. Bidders are required to obtain Class 3 Digital Certificates (Signing & Encryption) as per their company details.
5. Once bidder DSC is mapped with the user id, the same DSC must not be used for another user id on the same portal. However bidder can update the digital certificate to another user id after unmapping it from the exiting user id.
6. Bidders now can login with the activated user Id & DSC for online tender submission process in this portal.
7. Bidders can upload required documents for the tender well in advance under My Documents and these documents can be attached to the tender during tender participation as per the tender requirements. This will save the bid submission duration/time period and reduce upload time of bid documents.
8. Bidders must go through the downloaded tender documents and prepare and upload bid documents as per the requirements of the department.
9. Once the bidders have selected the tenders they are interested in, Bidders will pay the processing fee ₹ 550/- per tender (NOT REFUNDABLE) by net-banking / Debit / Credit card then Bidder may download the Bid documents etc. Once Bidders will pay both fee tenders status will be shown "form received". This would enable the e- tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tenderdocument.
10. Bidders are advised to read complete BoQ/SoQ/Price Bid/Financial Bid and Terms & Conditions before quoting rates in the bid document.
11. Any modification/replacement in BoQ/SoQ/Price Bid/Financial bid template is not allowed. Bidders must quote only in predefined fields in the bid sheet and save the bidsheet. After saving, the same bid sheet must be uploaded in the portal.
12. Bidders must pay required payments (Tenderfee, EMD, Tender Processing Fee etc) as mentioned in the tender document, before submitting the bid.
13. Bidders are recommended to use PDF files for uploading the documents. Only price bid sheet will be in Excel format.
14. The bidders must ensure to get themselves registered on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. For tender submission and registration process bidders are advised to refer respective manuals on website. Tender inviting

Authority/Department will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues like internet connectivity/PC speed/etc...

15. Offline Submission of bids/documents/rates by the bidders will not be accepted by the department, under any circumstance.
16. After final submission of the bid, a confirmation message and bid submission acknowledgement will be generated by the portal. The bid submission acknowledgement contains details of all documents submitted along with bid summary, token number, date & time of submission of the bid and other relevant details. Bidder can keep print of the bid submission acknowledgement.
17. If bidder is resubmitting the bid, bidder must confirm existence of all the required documents, financial bid and again submit the bid. Once submitted, the bid will be updated.
18. Submission of the bid means that the bid is saved online; but system does not confirm correctness of the bid. Correctness of the bid will be decided by tender inviting authority only.
19. The time displayed in the server is IST(GMT 5:30) and same will be considered for all the tendering activities. Bidders must consider the server time for submission of bids.
20. Bid documents being entered by the Bidders/Vendors/Contractors will be encrypted at the client end and the software uses PKI encryption techniques to ensure security/secretcy of the data. The submitted bid documents/data become readable only after tender opening by the authorized individual.

Thank You

Technical Support - Phone: 9355030617, 8448288980

Tel: 011-49606060

Email ID - enividahelpdesk@gmail.com, enivida2021@gmail.com