



**ALL India Institute of Medical Sciences Gorakhpur
Kunrughat, Gorakhpur Uttar Pradesh**

**NOTICE INVITING EXPRESSION OF INTEREST
(*EOI*)**

FOR ALLOTMENT OF SPACE ON RENTAL BASIS FOR COMMERCIAL USE
(Tender Enquiry No 5039/ Date:16/12/2025)

Last date of Bid submission: 23.12.2025 Time : 15:00 Hrs.

1. Introduction

The All India Institute of Medical Sciences Gorakhpur invites **Expression of Interest (EOI)** from interested and eligible vendors for operating a Stationery Shop within the Institute premises. The facility will cater to **students, AIIMS officials** on a payment basis. There shall be **no financial liability on the Institute**. The terms of engagement will be initially for a period of 02 years and subject to further extension of 01 year based on performance and decision of AIIMS, Gorakhpur.

2. Details of Space Offered

S. No.	Location within Institute	Approx. Area (Sq. Ft.)	Purpose/Use	Remarks
1.	In Shopping Complex	4.7 meter x 3.8 meter	Stationery Shop	Stationery-related items and works only, including photocopying, printing, scanning, binding, and allied

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				services. No other commercial activity shall be permitted.

Note: Exact measurement will be finalized at the time of physical handover.

3. Eligibility Criteria

- Must be an Indian entity (individual/firm/organization).
- Experience in operating commercial facilities (preferably in hospitals/Medical Colleges/Universities) in the past three years.
- Valid PAN, GST registration.

4. Scope of Services

- The shop shall be used exclusively for stationery-related items and works only, including photocopying, printing, scanning, binding, and allied services.
- No other commercial activity shall be permitted.
- Pay monthly **rent** and **utility charges** (electricity, water) as per metered usage.

5. Rent and Charges

- **Base Rent:** Rs.5,000/- per month.
- **Commercial Use Premium**, if applicable.
- **Utility Charges:** Electricity based on actual consumption via separate meter.
- Vendors are to **quote their proposed monthly rent (in INR)** in the bid.
- The items to be supplied should be at less than prevailing market rates and within MRP.

6. Selection Criteria

- **Highest rent quoted** among technically qualified vendors will be preferred.
- The Institute reserves the right to reject any or all proposals without assigning any reason.

7. Submission Process

- Interested parties must submit the **EOI in a sealed envelope in the quotation box located on ground floor of MNC Building within a period of 07 days from the date of upload of this Notice on Institute's website along with the following documents:**
 - Quotation should be submitted in sealed envelope
 - Quotation Envelope should clearly specify
 - Copy of PAN, GST registration
 - Experience certificates for three years.
 - Financial offer (in prescribed format – Annexure A)
- EOIs must be addressed to:

**Executive Director & CEO
All India Institute of Medical Sciences Gorakhpur
Kunrاغhat**

Email: aoofficeaiimsgkp@gmail.com

Last Date for Submission: 07 days from date of Publish RFP

Mode of Submission: Hard copy only to be put in the quotation box. Any other mode of submission not acceptable.

8. General Terms

- No sub-letting or third-party usage allowed.
- Successful bidder shall enter into a formal **Agreement/MOU** with the Institute.
- All applicable **taxes/charges/levies** to be borne by the vendor.
- Tenure of the agreement will be initially for **2 year**, extendable for another year based on performance and mutual consent.

Annexure A: Financial Bid Format

To be submitted on Vendor's Letterhead

**Subject: Financial Quote for Use of Commercial Space at Hospital AIIMS
Gorakhpur.**

Particulars	Details
Name of Vendor	
Address	
Monthly Rent Offered (in INR) with applicable GST	₹ _____ (in figures) ₹ _____ (in words)
GST Number	
Signature	
Date	

9. Contact for Clarification

For site inspection or any clarification, please contact:

Administrative Officer
All India Institute of Medical Sciences Gorakhpur
Kunrughat, Gorakhpur
Email: ao@aiimsgorakhpur.edu.in

Sd/-
Administrative Officer
AIIMS, Gorakhpur
