

Frequently Asked Questions (FAQs) about e-Tender for Renting Out (monthly basis) Porta Cabins at Maloya-I, UT, Chandigarh .

S. No.	Query	CHB Reply
1	Whether GST will also be charged on the highest bid amount?	Yes. GST is applicable and will be charged on the Monthly Rent.
2	Whether yearly ground rent will need to be paid on the property?	No
3	I already have a Porta Cabin at Maloya-I, UT, Chandigarh on monthly rental basis. Whether I am eligible for another Cabin through e-Tender.	Yes.
4	For how many units, can I submit on e-Tender?	Each of the unit will require a separate E- Tender and one can submit bid for any number of units. EMD amount to be paid separately for each unit.
5	Whether units can be rented further?	No
6	Whether somebody else can submit e-Tender on my behalf?	Yes. A person can submit e-Tender on behalf of another person/partnership firm/company/Hindu Undivided Family (HUF) subject to the condition that in case e-bid is declared successful an authorization to that effect will be submitted to CHB prior to issuance of allotment letter.
7	Whether bids can be submitted in joint name?	Yes. In Financial Bid i.e. BOQ (2 nd Cover) please mention name of all the persons in whose name the unit is to be rented out. The allotment will be made in the name of person(s) whose name are mentioned in the BOQ. However, the process of registration and bidding may be completed by one person irrespective of bid being submitted for allotment in single name or joint name. Further only one digital signature is required even if the bid is submitted in the name of more than one person.
8	Whether my Bid amount can be less than the Reserve Price?	No. Bid amount has to be more than the Reserve Price.
9	Whether my Bid Amount can be equal to Reserve Price?	No. Bid amount cannot be equal to Reserve Price and it has to be more than the Reserve Price.
10	How much Bid Amount should I quote so that the unit is allotted to me on monthly rental basis?	The unit will be allotted to the highest bidder. You may quote the monthly rent on the basis of your assessment but it should be higher than the reserve rent.
11	I have submitted e-Tender but now want to change the bid amount. Whether revision of bid amount is permitted?	Yes. Revision of bid amount is allowed. The bid amount can be changed any number of times till the closure of the e- Tender Process.
12	Whether I need to disclose my bid amount to anyone?	No, it is in your own interest not to disclose the bid amount. In case you are taking help of CHB officers in e-Tendering Process then also you should not disclose the bid amount. CHB officers will give you privacy while entering the amount in the Financial Bid (BOQ).

13	My bid is not highest then how long it will take to get refund for the EMD amount?	EMD amount of un-successful bidders will be returned in the same bank account, within a couple of days, on acceptance of the highest bid.
14	Whether I can enroll/register on the last day of e-Tender?	Yes. But to avoid any last minute issues, it is advisable to enroll/register and pay the EMD at least two days before the closing of e-Tender process. Any plea of about issues in software/server etc will not be accepted.
15	From where can Digital Signatures be obtained?	The digital signatures may be obtained from any of the vendors available in the market/online. However, some of the vendors have been requested to remain available in the first half of the day at Reception of Chandigarh Housing Board.
16	Whether additional time will be allowed in case there is Public Holiday on the last day for payment?	If last day for payment happens to be public holiday, the next working day shall be deemed to be the last day for such payment.
17	How long it will take to issue Allotment Letter on monthly rental basis.	Once you paid the amount equal to 3 months installments in advance and balance amount of 1st month rent (after deducting EMD) alongwith GST, the allotment letter within 07 working days will be issued.
18	I have submitted bids for many units and declared highest bidder in more than one unit. Now I want to take one unit only.	If the highest bidder decides not to take some of the units then the EMD/ amount deposited against such unit(s) will be forfeited as per the Terms & Conditions of the E-Tender.
19	Whether one can know how many bids have been submitted so far?	The software of the e-Tender has no provision to ascertain the same. Hence no one knows till the bids are opened.
22	Whether one can ascertain number of bids submitted till date against each of the unit and the bid amount?	NO. It cannot be ascertained prior to opening of bids. Even the officers of CHB cannot ascertain the same.
21	Whether I can inspect the units before submission of e-bid?	Yes