KERALA STATE FILM DEVELOPMENT CORPORATION (KSFDC) LTD

VAZHUTHACAUD, THIRUVANANTHAPURAM – 695 014

Ph: 0471 2325325

email: ksfdcltd@gmail.com web site: www.ksfdc.in

Re-Expression Of Interest No. 26/T1/05/KSFDC dtd 18/11/2026

Name of the work: Re-EOI for grant of Licensing out A1 &A2 shop space located in KSFDC's Kairali/Sree Theatre complex, Round North, Thrissur

Name of Quotationer .....

Address .....

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SUMMARY OF NOTICE INVITING -EOI

PROJECT	Re-Expression Of Interest for grant of Licensing out A1 &A2 shops located in KSFDC'S Kairali/Sree Theatre complex,Round North, Thrissur
EOI NO	26/T1/05/KSFDC
PLACE OF ISSUE OF EOI	http://www.ksfdc.in/html/EOIsandquotations.php
EMD	Rs.20,000/-
NON-REFUNDABLE EOI (EOI) FEE	Rs.2,500/-(Including 18% GST)
LAST DATE OF RECEIPT OF EOI	**3:00 PM on 11.12.2026**
DATE AND TIME OF OPENING OF PROPOSAL	**3:30 PM on 11.12.2026**

You are hereby requested to send your sealed QUOTE for the **"Re- EOI for grant of licensing out of A1 &A2 shops located in KSFDC'S Kairali/Sree Theatre complex, Thrissur"** as per schedule to the below mentioned address

ISSUED TO : Managing Director

KSFDC, Chalachitra Kalabhavan, Vazhuthacaud TRIVANDRUM - 14

NOTICE INVITING EOI

Kerala State Film Development Corporation (KSFDC) is in process for grant of Licensing out vacant shops A1 & A2 located in KSFDC'S Kairali/Sree Theatre complex, Thrissur as per the terms and conditions mentioned herein.

ELIGIBILITY:

1. The EOI applicant shall have valid GST registration/PAN/Address proof at the time of submission of bid.

2. Certificate of incorporation/ registration documents, etc., if the Applicant is a Company/Firm.

PROCEDURE FOR SUBMISSION AND OPENING OF EOI'S

1. EOI applicant can visit www.ksfdc.in to download the EOI form. In such an instance, the cost of the EOI Form should be submitted separately as a DD/receipt.

2. The applicant shall submit duly filled EOI form, DD/receipt of the amount of the form price (EOI Fee) and **Earnest Money Deposit (EMD),** copy of identity card of the person participating in the EOI and documents mentioned in the EOI. The EOI must be received in a sealed envelope with heading "**EOI - LICENSING OUT VACANT SHOP SPACE A1 & A2 LOCATED IN KSFDC'S KAIRALI/SREE THEATRE COMPLEX, THRISSUR"** send to "The Managing Director, Kerala State Film Development Corporation, Vazhuthacaud, Thiruvananthapuram -14" on **11.12.2026 before 03:00 PM**.EOI without the price of the EOI form and Earnest Money Deposit will be unconditionally rejected.

3. The sealed EOI will be opened and inspected on **11.12.2026 03:30 PM** and only the applicant or their representatives will be present. If for any reason the day of opening and inspection of the EOI falls on a holiday, the EOI will be opened and inspected on the next working day.

4. If there is no competitive nature, the EOI process will be cancelled.

5. KSFDC reserves the right to change/add to the above conditions. The Managing Director shall have full authority to do so.

TERMS & CONDITIONS:

1. The Licensee shall bring their own equipment and instrument to run their shops. Only Space as indicated above will be provided by KSFDC (as specified in the Annexure - I Licensable Area Details').

2. The Licensee shall only be a permissive occupant of the shop rooms. The licensor/KSFDC shall have the right of entry into the shop rooms.

3. The shops should be kept neat & clean and free of unhygienic conditions. The Licensee should keep the site clean. If at any point, the allotted premises found to be unclean, the Licensee shall be held responsible and penalty of Rs. 2,000/- per occasion shall be imposed.

4. The Licensee shall maintain the premises in good condition and shall not cause any damage thereto. If any damage is caused to the premises by the contractor or his workers, employees or agents the same shall be rectified by the contractor at his/her own cost either by rectifying the damage or by paying compensation as may be determined by KSFDC.

5. Electricity charges shall be paid by Licensee directly to Thrissur Electricity Department/KSEB

6. Water charges shall be paid by Licensee as per clause 4 of special conditions.

7. Waste management should be in a proper way and subject to inspection by officials of the licensor and the Municipal Authorities.

8. The Licensee is advised to visit the site before participating in the EOI. The Licensee should assess the volume of business by him. KSFDC will not guarantee any minimum/ maximum business.

9. The Licensee shall not utilize the premises and facilities of the shop to cater any other client, other than KSFDC.

10. The successful Licensee shall not sub-let the premises either in whole or in part. The premises shall not be used for residential purposes even for the shop staff. No additions or alterations of the premises will be made without permission of KSFDC.

11. The Licensee shall not keep the shops closed without prior permission from the KSFDC authority. Any such incident shall be treated as breach of contract and suitable action including penalty shall be taken for the same by KSFDC, as it may deem fit.

12. Inspection – The Competent authority of KSFDC and their representative shall be entitled at any time to inspect the shops. During inspection if found any irregularities competent authority and representative have a right to impose penalty and unnecessary action.

13. The Licensee shall abide by the Terms & Conditions of the Licence included in this EOI and to be mutually agreed upon and the license deed to be executed and rules in force. KSFDC shall at any time and from time to time be entitled to revise the terms and conditions and such revised terms and conditions shall always be construed as agreed to be accepted by the Licensee.

14. The shop details are mentioned in the Annexure-I ‘Licensable Area Details'. If the amount of the monthly license fee offered in the EOI process for a space is not found satisfactory on evaluation, KSFDC has the absolute right to cancel the EOI process of that space.

SPECIAL CONDITIONS

1. The licensed premises shall not be used for any other purpose other than for which it is given without the prior sanction of KSFDC. No trade or business that are expressly prohibited by law or injurious to public health or can create public nuisance shall be carried on in the licensed premises.

2. False floor/Illegal constructions shall not be permitted under any circumstances if the shops licensed out.

3. All open space and entrance to the licensed premises shall be kept free of any obstructions.

4. The licensees of all the shops in the complex are licensed by KSFDC can join together and form a registered association with its bylaws duly approved by KSFDC for the purpose for taking over the maintenance, up keep and operation of the common areas and such other facilities like security for the shopping area if required, maintenance of pumps, drainage, cleaning of common areas and the common toilets. To ensure that this important condition is fulfilled by the licensee, the licensee will have to make an interest free security deposit of **Rs. 30,00,000/-** (Rupees Thirty Lakh Only)as a one-time settlement to the KSFDC. In case the above commitment of maintaining common area is not carried out to the satisfaction of the KSFDC, the KSFDC will take up the above work and deduct the expenses from the security deposit. The licensee would be legally bound to recoup the deposit on getting proper notice from the KSFDC who will have absolute right to recover such amount from the licensee through legal means, including revenue recovery proceedings.

5. The car park in the basement floor for the complex is meant for parking the vehicles of public coming to the theatres run by the KSFDC. But a specific portion can be earmarked for the public visiting the shops in the complex at the sole discretion of KSFDC against parking fee.

6. The licensee shall bear, pay and discharge all existing and future taxes, charges, assessments and outgoing etc. payable in respect of the shop licensed upto him/her. The KSFDC reserves its right to recover any defaulted amount with interest.

7. The licensee will have absolute right to use of the pathway to the allotted premises through the main entrance or through the basement car park as the case may be.

8. KSFDC will provide electricity at one location in the complex from the Thrissur Electricity Department/KSEB. The licensee has to obtain further power connection at their own cost. PVC conduit lines are provided in the RCC slabs for the wiring purposes. Lights for all common passages will be done by KSFDC.

9. Whenever there is power failure during the normal working hours the generator supply will be provided by the KSFDC only to common passages.

10. Display boards/ name boards of the shop shall be fixed only on the conditions laid down by the KSFDC. Placing boards or sticking of publicity material in public areas will not be permitted.

11. The licensee shall keep the exterior and the interior of the build-up space allotted and additions thereto the fixtures and other electrical, sanitary and other fittings therein, in good repair and conditions.

12. The common water source will be made available at the complex. Individual connections shall be taken by the licensee at their own cost.

13. There will be common toilet facility available for the shopping complex. lessee will not be permitted to provide water closet and sewage line in the shops.

14. The license is subject to the rules, regulations and bylaws of the KSFDC in force from time to time. The KSFDC may stipulate additional condition or any time during the continuance of license of shops.

15. The licensee shall at his expenses get the license deed executed on realisation of instalments charges and the licensee agrees to sign and execute the license deed as required.

16. In case of any doubts or disputes regarding any of the terms and conditions of this license , the decision of the Managing Director, KSFDC shall be final and binding

PERIOD OF CONTRACT

The license period shall be initially for a period of One year. If the licensee abides by the terms and conditions specified in this EOI and the license Agreement to be executed and remits the agreed licensee free amount promptly, he/she may, subject to the decision of KSFDC, be permitted to renew the license Agreement yearly, subject to a maximum period of 15 years, at the sole discretion of KSFDC, subject to the enhancement of license fee by 15% on completion of every two year of license period.

PERIOD OF VALIDITY

The quoted rates must be valid for a period for **90 days** from the date of closing of the EOI. The overall offer for the assignment and Applicant(s) quoted price shall remain unchanged during the period of validity. If the Applicant quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

PAYMENT TERMS

I. The successful Applicant shall deposit a sum of ₹ 30,00,000 (Rupees Rupees Thirty Lakh Only) as an interest-free security deposit prior to taking possession, which shall be treated as a one-time settlement only, and no installment payments shall be permitted.

II. License fee payment frequency is Monthly & the monthly license fee along with GST shall be paid in advance. License fee for the first month shall be paid within 7 days from the date of signing of the license Agreement. Payment shall be made through account payee cheque/ Demand Draft/RTGS/ NEFT OR in any other acceptable format as decided by KSFDC.

III. Ten percentage (10%) of the monthly license fee or such higher amounts as may be actually incurred, will also be charged from the renter as the Common Facility Expenses and added to the bill for payment, every month. In addition to the monthly license fee and Common Facility Expenses, the renter is also liable to pay the required GST/ other taxes as are applicable from time to time, whether or not the responsibility for the payment of the same is bestowed upon the renter.

IV. The license fee of the shops will have to be paid between 1st to 5th day of every month in advance, in case of holiday, on the next working day, failing which penalty @ Rs. 500/- per day shall be imposed for delayed period.

V. **Three months' prior notice** is required if the licensee wishes to vacate the shop rooms, and license fee will be charged during the notice period.

SECURITY DEPOSIT

I. On acceptance of an offer, KSFDC will send a Letter of Provisional Allotment of space to the successful EOI Applicant. Subsequently the interest free Security Deposit of **30,00,000/-** (Rupees Thirty Lakh only) shall be remitted by the party as a one-time settlement, and no installment payments shall be permitted within 7 days of the receipt of Letter of Provisional Allotment.

II. The Final Allotment Letter will be issued only after the compliance of the conditions of the EOI with respect to the payment of Security deposit, etc. If the selected EOI applicant withdraws from the offer or fails to deposit the interest free Security Deposit, its/his/her EMD shall be forfeited.

III. The security deposit shall, subject to the conditions specified therein be returned to the contractor **within six months** after the expiration of the contract, but in the event of any dispute arising between the KSFDC and the contractor the KSFDC shall be entitled to deduct out of the deposit or the balance thereof, until such dispute is determined the amount of such damages, costs, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from the KSFDC to the licensee.

EXECUTION OF LICENSE AGREEMENT

I. The Final Allotment Letter will be issued to the successful EOI applicant on remittance of the entire Interest Free Security Deposit amount. The successful EOI applicant shall then execute a license Agreement of license (License Agreement) incorporating all the terms and conditions, within 10 days of the final allotment letter, at its/his/her own expense. If the EOI applicant fails to execute the license Agreement within the time fixed above, the allotment will be cancelled, forfeiting the EMD and 25% of the Interest Free Security Deposit and the space will be reallotted otherwise. The space will be handed over to the licensee only on execution of the license Agreement. The agreed monthly License fee shall become payable with effect from the date of execution of license Agreement.

II. If licensee vacates the shop without permission of KSFDC, the Security Deposit and advance amount (if any) will be forfeited. In case of extension, the licensee has to extend the period of

license Agreement accordingly within 7 days of extension order and during this period License fees has to be paid by the l.

SUBMISSION OF PROPOSALS

1. The EOI documents can be downloaded from the website www.ksfdc.in
2. Sealed Quotations shall be submitted **to "Managing Director, KSFDC Head office, Chalachitra Kalabhavan , Vazhuthacaud, Thiruvananthapuram, Kerala 695 014 "**and in accordance to the instructions given in this EOI document. The offering rates should be submitted in price offer specified in the EOI document. The EOI submitted in any other format will be treated as non-responsive and not be considered for evaluation.
3. Proposals must be direct, concise, and complete. KSFDC will evaluate Applicant's proposal based on its clarity and the directness of its response to the requirements as outlined in the EOI document.
4. EOI not properly filled, mutilated with incorrect calculations or not complying with the general conditions will be rejected.
5. EOI received without e-mail address and contact number of the applicant will not be considered.
6. Any attempt on the part of the EOI applicants or their agents to influence the Officers of the Corporation in their favour by personal canvassing with the Officers concerned will disqualify the EOI.
7. Interested Applicants are requested to clarify their doubts regarding EOI and seek information on the assignment. KSFDC will discuss and review the queries and provide reply through email.
8. If the EOI is made by an individual, it shall be signed with his full name and complete address shall be given in Annexure 2 and submit a copy of Electoral ID Card/Aadhaar card along with the EOI. If it is made by partnership firm, EOI documents shall be signed with the co- partnership name by a member of the firm who shall sign his own name and give the name and address of each partner of the firm and attach a copy of 'Power of Attorney' with the EOI authorizing him to sign on behalf of the other partners. A certified copy of the 'Registered Partnership Agreement' shall also be submitted along with the EOI. In case the EOI is made by or on behalf of a company incorporated under the Companies Act, 1956, EOI documents shall be signed by the Managing Director or by one of the Directors duly authorized on his behalf and shall include a copy of the 'Power of Attorney' with the EOI. A certified copy of the registered deed shall also be submitted along with the EOI.
9. At any time prior to the deadline for submission of the EOI, KSFDC may for any reason, modify the EOI document and such amendments shall be binding on all the Applicants.

EOI DOCUMENT FEES AND EARNEST MONEY DEPOSIT (EMD)

Applicants while participating in the EOI published in KSFDC website should pay applicable Fee and Earnest Money Deposit **(**EMD) and should ensure the following:

i. The Applicant has to remit **Rs.2,500/-** (inclusive of 18% GST) as Non-refundable EOI Fee.
ii. An amount of **Rs.20,000/-** has to be remitted towards EMD.

iii. EMD of unsuccessful Applicant will be discharged/ returned after executing license Agreement with the successful Applicant.
iv. The successful Applicant's EMD will be discharged upon the Applicant signing the contract and furnishing the Performance Security Deposit.
v. No interest will be paid for the EMD submitted.
vi. Fee exemption and EMD exemption is **NOT** allowed on submission of EOI for MSME (Micro Small & Medium Enterprises) and NSIC registration as per GO (P)No1-2021-FinTvpm Dated 03-01-2021.

The EMD will be forfeited, if a EOI applicant;

i. Misrepresents facts or submit fabricated / forged/ tampered/ altered / manipulated documents during verification of EOI process.
ii. Withdraws its bid after the opening of bid within the bid validity period.
iii. A successful Applicant, fails to sign the contract after issuance of Letter of acceptance.
iv. Fails to furnish performance security after issuance of Letter of acceptance

OPENING AND EVALUATION OF EOI

1. Technical proposals will be opened by Managing Director, KSFDC or his authorized representative or by a committee constituted for this purpose, on **11.12.2026 at 3.30 PM**.

2. Subject to the owner's (KSFDC) right to accept any EOI, and to reject any or all EOI, the owner will award the contract to the EOI Applicant whose bid has been determined to be substantially responsive to the EOI documents and who has offered the **highest** Price provided further that the EOI Applicant has the capability and resource to carry out the contract effectively.

3. The Managing Director, KSFDC shall have right to relax any of the eligibility conditions in the best interest of the corporation.

4. KSFDC reserves to itself the right to reject/cancel any or all the EOI and EOI procedures without assigning any reason thereof and/ or to call for any other details or information from any of the EOI applicants. The decision of the Managing Director, KSFDC shall be final and binding on the EOI applicants.

ACCEPTANCE OF EOI

I. **The successful EOI applicant should remit the security deposit amount of 30,00,000/- (Rupees Thirty Lakhs Only) as a one-time deposit within 7 days of receipt of communication to that effect.** If the EOI applicant fails to remit the amount within notice date KSFDC will be at liberty to cancel the EOI and forfeiting the EMD and also blacklist the EOI applicant. In that case KSFDC will have the right to invite and finalize fresh EOI.

II. If failure to remit the amount as specified above the offer will be cancelled and the EMD will be wholly forfeited, and loss if any sustained by KSFDC will be recovered from the EOI Applicant through suitable means including RR proceeding.

III. The successful EOI Applicant shall, before signing the license Agreement and within the period specified in the letter of acceptance of his EOI, **one-time deposit of 30,00,000/- (Thirty Lakhs Only)as Interest free Security Deposit** for the satisfactory fulfilment of the contract. The EMD of successful EOI Applicant may be adjusted towards the security deposit. If the successful EOI Applicant fails to deposit the security deposit and execute the license Agreement as stated above, the earnest money deposited by him will be forfeited to the KSFDC and contract arranged elsewhere at the defaulter's risk and any loss incurred by the KSFDC on this account will be recovered from the defaulter who will, however, not be entitled to any gain accruing thereby.

IV. The security deposit shall, subject to the conditions specified therein be returned to the **contractor within six months** after the expiration of the contract without any interest as mentioned in the special condition clause no.4, but in the event of any dispute arising between the KSFDC and the contractor the KSFDC shall be entitled to deduct out of the deposit or the balance thereof, until such dispute is determined the amount of such damages, costs, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from the KSFDC to the lessee.

V. Communications of acceptance of the EOI normally constitutes a concluded contract. Nevertheless, the successful EOI Applicant shall also execute a license Agreement for the due fulfilment of the contract within the license period. The EOI Applicant shall have to pay all stamp duty if any, lawyer's charges and other expenses incidental to the execution of the license Agreement. Failure to execute the license Agreement within the period specified will entail penalties.

VI. Special conditions, if any, of the EOI Applicants attached with the EOIs will not be applicable to the contract unless they are expressly accepted in writing by the KSFDC.

Signature of the Applicant

ANNEXURE 1: LICENSABLE AREA DETAILS

Sl No	Shop Number	Nature of shop	Area of shop
1	A1 & A2	General Store	39.68 Sqm or 426.96 Sq Ft.

ANNEXURE 2: GENERAL INFORMATION ABOUT THE APPLICANT

1.	Name of Applicant: (In block letters)	……
2.	Address in full a) Postal:	…… …… …… …… Phone: ……. Mobile: …….. E-mail: ……..
3.	b) Permanent:	…….. …….. …….. Phone: ……. Mobile: …… E-mail: ……...
4.	GST Number	
5.	PAN Number	
6.	Electoral ID/Aadhaar No.	
	I / We have read the terms and conditions of the EOI. I / We shall abide fully by the conditions prescribed. I / We enclosed a copy of the terms and conditions duly signed by me/us on all pages. I / We hereby solemnly declare that all the above information given by me/us true. Place: Date: Signature of Applicant	

QUOTATION: PRICE OFFER (To be filled by Applicant)

Sl No	Shop Number	Nature of shop	Area of shop	License fee per month quoted by Applicant (in Rs.)	GST amount @ 18%	Total amount with GST (in Rs.) (e+f)
(a)	(b)	(c)	(d)	(e)	(f)	(h)
1	A1 & A2	General Store	39.68 Sqm or 426.96 Sq Ft.			

Signature of Applicant

ANNEXURE 3 - FORMAT FOR PRELIMINARY AGREEMENT

(To be submitted with Tender)(Stamp Paper worth Rs.200/-)

Agreement

Articles of agreement executed on this the ……. day of …… Two thousand twenty-six BETWEEN Kerala State Film Development Corporation Ltd. (hereinafter referred to as the 'Corporation) of the one part and Shri…… …… (H.E. name and address of the tenderer) (hereinafter referred to as 'the bounden') of the other part.

WHEREAS in response to the Notification **No.26/T1/05/KSFDC** dated **18.11.2026** the bounden has submitted to the Corporation a tender for grant of licensing out A1 &A2 shops located in KSFDC'S Kairali/Sree Theatre complex, Round North,Thrissur subject to the terms and conditions contained in the said tender;

WHEREAS the bounden has also deposited with the Corporation a sum of Rs .....as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Corporation.

Now THESE PRESENTS WITNESS and is hereby mutually agreed as follows.

1) In case the EOI submitted by the bounden is accepted by the Corporation and the contract is awarded to the bounden, the bounden shall within **07** days of acceptance of his EOI execute an agreement with the Corporation incorporating all the terms and conditions under which the Corporation accepts his tender.
2) In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Corporation shall have power and authority to recover from the bounden any loss or damage caused to the Corporation by such breach as may be determined by the Corporation by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner hereinafter contained.
3) All sums found due to the Corporation under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the Corporation may deem fit.

In witnesses whereof Shri..... (H.E. name and designation) for and on behalf of the Kerala State Film Development Corporation Ltd. and Shri..... The bounden have here unto set their hands the day and year shown against their respective signatures.

Signed by Shri …… (date) ……...

In the presence of witnesses:

1. ……

2. ……

Signed by Shri ……... (date) …….

In the presence of witnesses:

1. ……

2. …….

DECLARATION

I/We hereby solemnly declare that all the information given by me/ us in the EOI are true and correct. I/We have read and understood the terms and conditions for allotment of Space in Thrissur and accepted all terms & conditions in the EOI document. In the event of acceptance of this EOI, I/We agree to observe and be bound by the terms and conditions mentioned in this EOI document set and attached documents which is subject to such modifications from time to time as deemed necessary by KSFDC and the same shall always be construed as agreed to be complied by me/us. I/We also agree that my/our offer/ bid in the EOI process will remain firm and valid for acceptance till 90 days from the date of opening of EOI and that my/our EOI cannot be withdrawn before the firm period is over.

I/We agree that in case of withdrawal of my/our EOI before the end of the firm period, the same will attract the risk of the EMD being forfeited to the Corporation.

Signature of Applicant

LIST OF DOCUMENTS TO BE SUBMITTED

1. Quotation – Price Offer
2. Address Proof.
3. Aadhaar/Voter ID/GST/PAN Details (whichever are available/ applicable).
4. Certificate of incorporation/ registration documents, etc., if the Applicant is a Company/Firm.
5. Such other supporting documents as required in the EOI.
6. Preliminary Agreement in stamp paper worth Rs 200/- (ANNEXURE 3)