

Expression of Interest

(For Hiring of Godown by NSIC)

Ref: NSIC/LDH//2017-18

Dated: 23 March, 2017

NSIC invites sealed quotations for office premises for setting up a **Zinc Godown** measuring about **2000 sq.ft** carpet area made of RCC floor with RCC ceiling not less than 12 ft. height and sufficient movement of trucks and trailers at Ludhiana (PB.) on lease basis in premises located within Ludhiana Industrial area. Interested parties having clear and marketable title to the properties built as per local byelaws and having permission for commercial use of the same, may submit their offers in sealed covers, to **Sr. Branch Manager, NSIC Ltd., Guru Gobind Singh Tower, Nr. Dholewal Chowk G.T. Road, Ludhiana, PUNJAB** on or before **04.00 pm on 31.03.2018** with following details:-

1. Location
2. Carpet area offered (In case of semi-built premises estimated carpet area to be mentioned)
3. Approach to the premises and surroundings
4. Visibility and Frontage outer space for movement of trucks/trailers
5. Present Age and Condition of the Building
6. Amenities / Provision of office/ facilities available
(In case of semi-built premises an affidavit stating "that partitions, electrical fittings, sanitary facilities and other basic building work will be done as per the requirement/layout provided by NSIC" to be submitted.)
7. Statutory and other related permissions available
8. Drawing of space offered
9. Provision of toilets
10. Adequate installed power load

The bid will be opened on 02.04.2018 at 11:00 A.M. at **NSIC Ltd., Guru Gobind Singh Tower, Nr. Dholewal Chowk G.T. Road, Ludhiana, PUNJAB** in the presence of bidders who wish to remain present. **NSIC reserves the right to reject any or all the offers without assigning any reason thereof.**

Instructions / Guidelines to Owners (bidders) for filling the Format

- 1) The bidders are required to complete the format in all respects with specific answers to all the questions/points.
- 2) The bidders shall enclose copy of proof of ownership of the premises along with the approved drawings.
- 3) The bidder shall arrange all permissions/ approvals (if required) from the concerned local statutory authorities at his own cost for using the premises for commercial purpose before handing over possession of the premises.
- 4) The rate quoted shall be **per sqft. of carpet area** of the premises offered and shall be inclusive of all applicable taxes (including service tax, if any), out-goings, maintenance charges, etc.. The rate quoted shall be competitive since other similar offers will be concurrently examined.
- 5) Possession of premises is to be handed over to the NSIC as early as possible.
- 6) One certified copy each of the following documents to be submitted by the bidders who are finally short-listed by the NSIC :
 - i) Title document (preferably with English translation)
- 7) Completed format with necessary enclosures to be sent to NSIC on the above address before the last date.
- 8) Incomplete offers shall be out rightly rejected.
- 9) For any information or clarification, contact the below mentioned nos.

0161-2541946, 09413400035

Sign and seal of bidder(s) and date

The Format

From,

Contact Nos. (At-least two): _____, _____.

Email-address: _____.

To,

**Sr. Branch Manager, NSIC Ltd.,
Guru Gobind Singh Tower, Nr.
Dholewal Chowk G.T. Road,
Ludhiana, PUNJAB**

With reference to your advertisement dated published in the Local Newspapers and posted at NSIC Website, I / We hereby submit the bid for the premises required by you. I / We confirm that I / We are the owners / authorized person to offer you the premises on lease basis to your organization.

Sl. No.	Particulars	Details to be filled in by the offerer
1	Location of the premises (Mention full address with the landmark in the surrounding if any). Whether the Premises is located in the Residential / Commercial / Industrial area?	
2	Name of the owner (s) of the property offered (Enclose proof of ownership)	1. 2.
3	Present Age of premises and type of construction (mention whether RCC or temporary roof type structure etc.) Mention whether fully furnished or Semi-built.	
4	Total carpet area of the premises offered Area of (In case of semi-built premises estimated carpet area to be mentioned) (Toilets exclusively constructed for the premises will be included)	
5	Whether sufficient space for the movement of Trucks/ Trailers.	Yes / No
6	Whether premises is constructed as per the approved plans of statutory authorities, having provision of fire safety as per local bye-laws. Occupancy / Completion certificate obtained or not & whether it is permitted to be used for commercial purposes?	Yes / No Remarks if any :
7	Whether independent water and electricity connections are available in the Owner's name / in any others name (Please specify). Separate meters/sub-meters need to be installed for premises being offered.	Yes / No Electrical power load available: ___KW
8	Whether adequate frontage for fixing signboard available. Front face/span in feet Whether building visible from long distances?	Yes / No _____ feet
9	Details of common facilities available in the premises viz. Toilets, electrical fittings etc.(Mention specifically on all the facilities) (In case of semi-built premises an affidavit stating "that partitions, electrical fittings, sanitary facilities and other basic building work will be done as per the requirement of NSIC" to be submitted.)	
10	Is there any other institute in the building? (If yes write name and activity of same.)	Yes / No
11	Monthly rent (inclusive of all applicable taxes and maintenance charges) (In per sq.ft. of carpet area)	Rs per sq. ft. _____ (Please write in words also)
12	In case of semi-built premises, specify period within which premises will be made ready	_____ days/months

Sign and seal of bidder(s) and date