

 <p>कर्मचारी राज्य बीमा निगम EMPLOYEES' STATE INSURANCE CORPORATION श्रम एवं रोजगार मंत्रालय, भारत सरकार MINISTRY OF LABOUR & EMPLOYMENT GOVT. OF INDIA</p>	 <p>क्षेत्रीय कार्यालय REGIONAL OFFICE पंचदीप भवन PANCHDEEP BHAWAN पूर्वोत्तर क्षेत्र NORTH EAST REGION बामुनी मैदान, गुवाहाटीBAMUNI MAIDAM GUWAHATI 781021 ई - मेल - rd-assam@esic.in फोन - 0361- 2550357 फैक्स - 0361- 2650522 वैबसाइट : www.esicner.in / www.esic.nic.in</p>
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No.-E.14/11/82-PR.

Dated: 06-01-2018

Expression of Interest for Office accommodation

Quotations are invited for hiring suitable accommodation for Branch Office, preferably at ground floor at Nagaon area, in the Town of Nagaon -782002 ,state of Assam.{ Area: 1000 – 1200 Sq.ft. approx.}.

The building should have provision of basic amenities viz 2(two) Toilets, Parking Space,Water Supply,proper Electricity Supply and the location should be easily , accessible to public transport. Interested parties may quote the rent payable and other terms and conditions, if any, on or before 26.01.2018 upto 2.00P.M., to the Addl. Commissioner and Regional Director, Employees' State Insurance Corporation, Regional Office,Panchadeep Bhawan, Bamunimaidam, Guwahati -781021, in a closed envelope super scribed as “**EXPRESSION OF INTEREST FOR ACCOMODATION AT _____**”. The sealed quotations will be opened on 26.01.2018 at 3.00 p.m. at the Regional Office,ESIC Bamunimaidam,Guwahati.

If the last date of submission & opening of tender happens to be a holiday,the tender will be submitted and opened on the working day prior to it.

For details, please check “Notice inviting Expression of Interest for Accommodation” at www.esic.nic.in, www.esicner.in

ADDL.COMMISSIONER AND REGIONAL DIRECTOR



कर्मचारी राज्य बीमा निगम
EMPLOYEES' STATE INSURANCE CORPORATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT
GOVT. OF INDIA



क्षेत्रीय कार्यालय REGIONAL OFFICE
पंचदीप भवन PANCHDEEP BHAWAN
पूर्वोत्तर क्षेत्र NORTH EAST REGION
बामुनी मैदाम, गुवाहाटी BAMUNI MAIDAM GUWAHATI 781021
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No.43-E-14/11/82-PR

Date. 06.01.2018.

TERMS & CONDITIONS FOR OFFICE ACCOMMODATION

1. The rental period of accommodation will be 5 (five) years thereafter extendable. No enhancement of Rent shall be admissible during the initial lease period of 5 (five) years.
2. This Office will not pay any kind of initial deposit/Advance for rent.
3. The accommodation should have an area of about -
 - a) Town of Nagaon, state of Assam, [Area: about 1000-1200 sq. ft. (Approx.)]
4. The location should have connectivity by Public transport.
5. The electrical connection with at least 5 KVA power load should be available and for exclusive use and with adequate electrical fixtures with provision of installation of independent meters/sub meters.
6. The building to be hired should have proper earthing.
7. ESIC may install D.G. Set (if required) and the owner shall not have any objection for such installation.
8. The owner should have no objection for erection/installation of antenna/tower/disc for Internet/Intranet Network facilities
9. Adequate Water supply
10. Separate toilets for gents and ladies.
11. Parking space for staff and visitors.
12. The accommodation should have minimum of one chamber and one hall.
13. The interested parties may quote offers at rate per sq.ft, which is inclusive of all kind of taxes.
14. After 5(five) years, the rental agreement is renewable and enhancement of rent as per ESIC provision laid down for such enhancement.
15. The following details should be furnished with the quotation as per Annexure-I & Annexure-II
 - a. Ownership details of the land & the building thereon
 - b. Location and address of the offered accommodation.
 - c. Area in sq. ft offered.
 - d. Whether it is ground/first floor etc.
 - e. Approved plan Sketch of the accommodation
 - f. Clearance / NOC from the all relevant authorities and department for use as Office Premises.
 - g. Details of furniture, fixtures etc., if any
16. The Competent Authority of ESIC, Regional Office, Panchdeep Bhawan, Bamunimaidan, Guwahati -781021, has the right to accept/cancel any or all quotation without assigning any reason(s) thereof.
17. The Regional Director will have the right to add any more conditions as and when required, in future.

Contd-2

OFFER FOR ACCOMMODATION

1. Complete Address of the building offered for rent
2. Super Area of Property
3. Covered Area of the Property
 - a) Carpet Area
 - b) Total Covered Area
 - c) No. of rooms and dimensions thereof
 - d) No. of Toilets
4. Name of Owner
(Attach Documentary Proof of ownership)
5. Address of the Owner
6. Distance(in Kms) from the
 - a) Main Road (Specify road and width)
 - b) Railway Station
 - c) Bus Stand
7. Layout Map of Building with owner's signature (Please Attach)
8. Rent of building offered for rent inclusive of all charges
(Both in figures & words)
9. Sanctioned electricity load
(Attach copy of latest paid Electricity Bill)
10. Contact Details of owner :
 - a) Telephone/Mobile No.
 - b) E-mail ID.
 - c) Address for correspondence :

DATE : SIGNATURE OF THE OWNER

Note: This page as well as all other enclosures should be duly signed, failing which offer may be treated as invalid.

Annexure-II.

UNDERTAKING

I/We do hereby solemnly declare and undertake that:

- 1) All terms & conditions of the tender are acceptable to me/us. If any information furnished by me/us in the tender is found incorrect/false, the contract is liable to be canceled without prejudice to any other legal action.
- 2) I/We also confirm that I/We understand that the Regional Director, ESIC RO, Panchdeep Bhawan, Bamunimaidam, Guwahati -781021 reserves absolute rights to reject any bid or all bids without assigning any reason(s).
- 3) I/We also declare that there is/are no any Government/Municipal restriction(s) barring the letting of the proposed building on rent and I/We am/are the legal owner of the proposed building.
- 4) I/We have not been black listed in any Govt. organization/institution.

Date: Signature of the House Owner