



DELHI REGIONAL OFFICE-2
CORE-I, 2nd FLOOR, SCOPE MINAR COMPLEX,
LAXMI NAGAR, DELHI-110092
TELEPHONE:-011-22047035,22454222,22454246

TECHNICAL BID

Note : To be put in a separate envelope superscribing “Technical Bid for Divisional Office-14, Gurgaon.”

Ref: Your Advertisement for Divisional Office at Gurgaon on Lease basis.

I Details of the Owner

Name and address for communication with the Owner	
Telephone No.	
Mobile No.	
E-mail ID	

II Details of Premises offered:

a) i) Address of the premises offered. ii) Whether premises offered is in a Mall ? iii) Period of lease offered	_____ Years
b) i) Carpet area in sq.ft. (excluding Balcony, staircase, Veranda, toilets, Common area etc. Rent rate will be considered on the basis of Carpet area only). ii) Whether premises offered is in the shape of a Hall or rooms ? iii) No. of Halls or rooms	

<p>c) (i) On which floor, the premises offered is situated?</p> <p>(ii) Is it a Multi-storied Building? If yes, mention the total no. of floors in the building.</p>	
<p>d) Usage of Property (As approved by Competent Authority)</p> <p>(Commercial/Residential/Others)</p>	

<p>e) Year of Construction of Building:</p>	
<p>f) Width of road where the property is located.</p>	
<p>g) No. of Toilets provided inside the premises.</p>	
<p>h) No of Toilets outside the premises but on the same floor for common use.</p>	
<p>i) Proximity to Banks / Commercial Complexes / Transport / Railway facilities</p>	
<p>j) Specification of the construction/material used:</p> <p>1) Class of Construction</p> <p>2) Type of construction</p> <p>i) RCC framed construction</p> <p>ii) Load bearing walls</p> <p>iii) Any other construction</p> <p>iv) Clear height from the floor to ceiling (in ft.)</p> <p>v) Earthquake resistance level of construction</p>	
<p>k) Special hazards like water logging etc. in the area.</p>	
<p>l) Adverse features like polluting Industries, Garbage Yard etc. situated nearby, if any</p>	
<p>m) Whether the premises ready for occupation</p>	<p>Yes/No.....</p>
<p>n) Whether the building has underground/overhead Water storage tank?</p>	<p>Yes/No.....</p>
<p>o) Any established easement regarding right of way/passage for mains of water/electricity?</p>	<p>Yes/No.....</p>

p) Does the or portion fall within Railway/National Highway/underground cable/Metro traverse site?	Yes/No.....
q) Enclosed lay-out plan of the building?	Yes/No.....
r) Type of flooring provided in premises	

III) Other Details:

a) i) Whether the premises is good in condition. ii) Whether premises required major repairs.	Yes/No..... Yes/No.....
b) Whether the locality is prone to hazards like inundation/flood etc.	Yes/No.....
c) Whether there is cross-ventilation and provision for adequate sun light.	Yes/No.....
d) Whether Municipal laws are complied with.	Yes/No.....
e) Availability of covered/open parking place	
f) Whether Lift facility is available. If so, give details.	Yes/No.....
g) Whether Generator/Power backup is available for offered premises.	Yes/No.....

IV) Amenities:

a) Whether water supply available round the clock	Yes/No.....
b) whether water supply available; if not, whether the owner is ready to provide 3-phase electric supply	Yes/No.....
c) Sanctioned load of Electricity	KVA/MVA.....
d) Availability of Fire Station in the vicinity.	Yes/No.....
e) Locality's proximity to the following places in Kms:	

1) Railway StationKms
2) Market/Super MarketKms
3) HospitalKms
4) BankKms
5) Bus standKms
f) Details of boundary and adjacent buildings:	
1) North by:	
2) East by:	
3) South by:	
4) West by:	
g) Safety and Security arrangement	Yes/No.....
h) Fire Exit	Yes/No.....
i) Availability of space on roof of the building for installation of V-SAT:	Yes/No.....
j) Is Anti-lightning device/lightning arrester available?	Yes/No.....
k) Is Proper sanitary/sewerage system available?	Yes/No.....

I/We confirm that I/we have read the terms and conditions and that the above information is true.

I/We hold clear title to the property and the lease is offered in compliance of local rules and regulations.

PLACE:

SIGNATURE

DATE :

Name /Seal of bidder

Note

- This Technical bid should be sent in a separate envelope closed and sealed and superscribed “**TECHNICAL BID FOR DIVISIONAL OFFICE-14, GURUGRAM**” on it.
- Both the Technical and Financial Bid envelopes shall be put in a bigger envelope which will be superscribed “**OFFER OF PREMISES FOR DIVISIONAL OFFICE -14, GURUGRAM**”



**DELHI REGIONAL OFFICE-2
CORE-I, 2nd FLOOR, SCOPE MINAR COMPLEX,
LAXMI NAGAR, DELHI-110092
TELEPHONE:-011-22047035,22454222,22454246**

PROFORMA FOR FINANCIAL BID

1. Name and address of owner:

.....

(A) Telephone/Mobile No/Fax Number: (with STD Code).....

.....

(B) E-mail Id:

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(C) Particulars of the property offered:

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2. (A) Type of Premises:Independent/Multi Storied Complex/Apartments/ Others
(Please tick).....

(B) No. of floors offered (Mention the exact floor):

.....

(C) Total carpet Area (in Sq.ft.).....

3. DETAILS OF RENT OFFERED

Amount

Rate psft

(a) Rent of each floor wise

Rs. _____

@. _____

(Including all taxes)

(b) Maintenance charges of the flats/

Rs. _____

@. _____

Premises (if any)

(c) Other charges, like Service tax etc.,if any

Rs. _____

@. _____

(d) Total rent including all the charges & taxes: Rs._____ @._____

(d) Security Deposit: (3/6 months/ others) Rs._____
@._____

I/We confirm that all the above statements are true. I/we also confirm that I/we hold clear title to the property, and construction of the premises is carried out as per local rules and regulations.

Place:

Date:

OWNER/

Representative

SIGNATURE OF

Authorized

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