HIRING OFFICE SPACE for PANDIT MADAN MOHAN MALAVIYA NATIONAL MISSION OF TEACHERS and TEACHING TSG PROJECT

Terms & Conditions

1. EdCIL requires office space **approx. 2500-3500 sq.ft.** for its Project Office within the radial distance of about 5 Kms. From Shastri Bhawan for furnished accommodation / non furnished accommodation. Furnished accommodation will be given preference.

2. Interested parties are requested to submit their offers in the prescribed format that can be downloaded from our website www.edcilindia.co.in within fortnight. Last date to submit **sealed offers** is 15 days from the date of publication of the advertisement.

3. Earnest Money Deposit (EMD) of Rs. 15,000/- (Rupees Fifteen Thousand only) by Demand Draft only drawn in favour of EdCIL (India) Limited' Payable at Delhi/Noida for each accommodation offered. **Any bid received without EMDs will be summarily rejected.**

4. **The duly filled in offers must be submitted to the Under Secretary (PN-II Section), Room No 433C, Ministry of Human Resource Development, Shastri Bhawan, New Delhi. The envelope must be superscribed as "Offer for Office Space for PMMMNMTT Project". The rate quoted should be valid for 120 days.**

5. The various provisions that must be available in the furnished / unfurnished accommodations are Conference Room, Discussion Rooms, Library, Record Room, I. T. Room, Reception Area, Photostat and Dispatch Area, Canteen / Pantry area, Toilets, Guard Room, etc.

6. EdCIL reserves the right to Cancel/Restrict/Enlarge/Reopen the selection process, if the need so arises, without issuing further notice or assigning any reason thereof.

7. EdCIL will visit only those premises which prima-facie meets all requirements of EdCIL. Decision of EdCIL Management to visit the suitable number of premises for selection shall be final.

8. Any canvassing directly or indirectly by the applicant will disqualify the agency.

9. EdCIL shall not be responsible for any postal delay or loss/non-delivery of the offers.

10. EdCIL also reserves the right to reject any or all offer(s) without assigning any reason whatsoever.

11. Parties are requested to attach the certificates of land deed.

12. No brokerage or advance shall be paid by EdCIL.

13. In case of any difference in the rates quoted by the firms in words & figures, the rates in words will hold valid.

14. Applications which are not in the prescribed format and received after the due date OR through Fax are liable to be rejected. Extra Sheets may be attached for additional information.

15. For any disputes, CMD EdCIL is the final authority and CMD, EdCIL's decision in the regard shall be final and binding on both the parties.

16. All disputes subject to Delhi jurisdiction only.

17. In case of any clarifications, mail us at root@edcil.co.in, sw.edcil@gmail.com.

APPLICATION FOR OFFICE SPACE ON LEASE FOR PMMMNMTT PROJECT
(To be filled in by the Parties)

1.	Address of property along with its location	
2.	Distance from Shastri Bhawan, New Delhi-1 (approx.)	
3.	Name of Land Owner/Property Owner	
4. Area of property being offered		
a)	Total Area (in Sq.ft.)	
b)	Carpet Area (in Sq.ft.)	
5.	Name of floor of property being offered	
6	Whether the space is furnished or unfurnished	
7	If furnished, give details of the furniture & fixtures, AC arrangements etc.	
8.	Availability of facilities of Electricity, Water Supply, Telephone, House Keeping & Security Guards in the premises being offered for rental purposes. Please specify.	
9.	Period of Lease offered	
11.	No. of cars that could be parked in the Parking Area & free parking space offered.	
12.	Rate per Sq.ft.	
a)	Rate In figures	
b)	Rate In words	
13.	Whether Electricity, Water charges are inclusive of Rates, if not, please specify the details	
14.	Whether Security Guard, House Keeping Services are inclusive of Rates, if not, please specify the details	
15.	Mailing Address along with Contact No. of Party	
16.	Any other relevant information	

Date:

Place: (Signature of Applicant)