

CENTRAL BOARD OF SECONDARY EDUCATION
(An autonomous organization under Min. of Human Resource Development, Govt. of India)
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-92

OFFICE ACCOMMODATION

CBSE intends to hire suitable office building on lease initially for a period of 3 years (extendable) for its Training Centre at Kochi, Kerala. The premises should have an approx. covered area of 6000-8000 sq. ft., sufficient parking space, adequate electrical load and municipal water connection. Furnished building with lift facility would be given preference. The tenders are to be submitted alongwith EMD of Rs.50000/- (refundable) through DD/BD favoring Secretary CBSE, Delhi. Sealed tenders, duly filled in may be dropped in the tender-box latest by 15.04.2014 upto 2.00 PM placed at the premises mentioned in the detailed documents. Incomplete & conditional tenders shall be summarily rejected.

For downloading tender documents and more details: kindly visit www.cbse.nic.in

Joint Secretary (A&L)

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Preferences for Consideration

- 1. Covered area** : **6,000-8000 sq. ft. (approx.)**
- 2. Approach Road** : **Approximately 60 ft wide**
- 3. Location** : **Close to public transport System viz. rail/bus**
- 4. Parking Area (office accommodation)** : **Facility for parking of approx 10 cars and 15 m/cycles.**
- 5. Furnished/unfurnished** : **Preferably furnished**
- 6. Sanctioned power load of minimum 90 KW**
(for office accommodation) : **Preference shall be given for power back-up**
- 7. Adequate capacity Mpl. Water Connection.**
- 8. Lift facility required for upper-floors.**

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Technical Bid

Date of opening: 15/04/2014 at 2:00 pm

1. Complete address of the premises: _____

1. Distance from i) Main Rly. Stn.: _____ **KM**

ii) General Bus Stand _____ **KM**

iii) Nearest Bus stand: Name _____ **Distance** _____ **KM**

2. Width of approach Road : _____

3. Approved land in : Industrial/Commercial/Institutional (please tick)✓

4. Area of plot : _____ **sq. ft.**

5. Total built up area : _____ **sq. ft**

6. Covered Area : _____ **sq. ft.**

Details of floors on which property to available

7. Details of the approved plan : _____ **(plz enclose plan)**

8. Details of the set-backs : _____

9. Details of Rooms/Halls size/ Area : _____

Room 1 = x ft.

Room 2 = x ft.

Room 3 = x ft.

Room 4 = x ft.

Room 5 = x ft.

Room 6 = x ft.

(copy of the plan be attached) : _____

10. Salient features (suitability as office) _____

11. Whether further expansion is possible: _____

12. Type of the structure : _____

13. Loading capacity of the Bldg.,(500 kg/sq mt.): YES/NO

1. If lift is available, mention capacity : _____

14. Details of sanctioned electricity load in : _____ KW

15. Details of power back up : _____

16. Details of approved water connection : _____

17. Ferrule size & storage capacity _____

18. Details of furnishing, if any : _____

19. Details of air conditioning, if any : _____

20. Title of the property: Single/Partnership: _____ plz ✓

21. Whether the property is leased or freehold: _____

22. free-hold (documentary evidence be attached) _____

23. Whether any dispute relating to this Property is pending in any court in

India: _____

24. Whether the premises is mortgaged to any Firm/Institution/Bank. If yes, give

details : _____

Signature of the owner/Manager/Partner

Mob. No.....

Ph. No.....

Address.....

25. Minimum Time required for handing over possession

: _____

26. Details of the bank draft amounting to Rs. 50,000/-

: _____

I hereby certify that all information given in the Tender-format are true and correct to the best of my knowledge. I further certify that no information relating to this property directly or indirectly has been concealed.

Signature of the owner (s) of the property

Tel. No. _____

Mobile No. _____

Postal Address: _____

CENTRAL BOARD OF SECONDARY EDUCATION
‘Shiksha Kendra’, 2 Community Center, Preet Vihar, Delhi-110092

Financial Bid

- 1. Rent demanded (per sq ft.)**
- i) Rent, Rs_____ per sq ft.**
 - ii) Service tax: _____**
 - iii) Maintenance charges Rs._____/sq.ft. (If any)**
 - iv) Facilities to be covered under maintenance charges
: Lift/Power backup/Security/Drinking
water/Housekeeping/another**
 - v) Parking charges (Per car) Rs._____ per month. (If any)**

2 Minimum lease period desirable : _____

3. % enhancement of rent after 3 years. : _____

4. Advance rent required if any _____

Any other deposit. _____

**4. Date by which offer must reach The Secretary, CBSE, 2 Community Centre, Preet Vihar,
Delhi-110092 : 15.04.2014 upto 2.00 p.m.**

5. Condition, if any : 1. _____

: 2. _____

Signature of the owner (s) of the property

Tel. No. _____

Mobile No. _____

Postal Address: _____
