



HEADQUARTERS' OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN : CIG ROAD : NEW DELHI - 110 002
(ISO: 9001-2008 Certified)



NOTICE INVITING TENDERS FOR HIRING OF OFFICE ACCOMMODATION
FOR HQRS. OFFICE, E.S.I. CORPORATION, NEW DELHI

Sealed Tenders are invited for hiring of suitable office accommodation on lease initially for a period of 3 (three) years. The requirement is for an office space of Carpet area of 3,000 sq.ft. located within 1 KM, from ESIC Hqrs. Office, CIG Road, New Delhi.

The building offered must be free from all encumbrances / claims and disputes, etc. Documentary proof of ownership of building, payment of all taxes, duties, dues, telephones, water, electricity charges, etc. must be submitted along with this offer document.

The requirement are as under:-

- i. Lower floors will be preferred.
- ii. The building should have easy approach & reasonable parking space.
- iii. Separate electricity & water connection. If separate connection is not available, sub-meter, etc. to be got installed by the Landlord.
- iv. Fitting & fixtures like fan, tube light, etc. should be available along with Air conditioning arrangement.
- v. Sufficient number of toilets.
- vi. All Municipal Taxes to be paid by Landlord.

Interested parties may submit tender quoting monthly rent per sq. ft. for the entire area along with other details relating to the building. The tender may be submitted to the undersigned latest by 18.05.2011 till 1.00 PM along with EMD amount of Rs.5,000/- through Demand Draft / Banker's Cheque in favour of ESIC Fund Account No.1. The quotations will be opened on the same day at 3.00 PM.

(T.T.M. THARAKAN)
JT. DIRECTOR (GENL.)