

(A Govt. of India Enterprise)
IS/ISO 9001:2008 Certified

Corporate Office: 3rd Floor, August Kranti Bhawan

Bhikaji Cama Place, New Delhi- 110 066

Tel: 011-26717400-12, Fax-91-11-26717416

A Guest House is required to be hired for "Solar Energy Corporation of India (SECI)" a Section 25 Company under Ministry of New and Renewable Energy (MNRE), Govt. of India. The space for guest house must be located in South Delhi with the following facilities/ specifications:

S. No.	Specification	Number	Details
1.	Suites/Rooms	4-6	-
2.	Dining Space	1	For 10 persons
3.	Kitchen	1	Suitable sufficient space
4.	Lounge	1	-
5.	Parking space	-	For 4-6 vehicles/cars
6.	Power backup	-	24 hours
7.	Water supply	-	Municipal water supply connection
8.	Provision for additional space	-	To meet the future requirements of SECI.

2. Building/ Space for Guest house should be located in SOUTH DELHI only.
3. Building/ Space for Guest house offered must be free from all encumbrances, claims and legal disputes etc. Documentary Proof of ownership of Building, payment of all Taxes, Duties, Dues, Telephone, Water, Electricity charges etc. must be submitted along with EOI Document.
4. Selected Party/Firm shall be required to sign a Lease rent Agreement with the designated authority in SECI/MNRE, in accordance with the provisions of the law applicable. The Agreement shall be signed initially for a period of two years extendable per the requirements with mutual consent only.
5. Monthly rent should be quoted on a fixed basis for the entire Agreement Period of two years. Incremental / Decremental rates of rent for the extended period may also be indicated in percentage terms. The parties / firms may note that no increase in Rental Charges per month will be allowed during the initial two years of the Agreement period.
6. Rent charges shall be paid at the fixed rate at the end of each month or as per the Lease Agreement entered into with the party on the terms & conditions mutually agreed. Advance payment shall not be ordinarily made unless specifically agreed in writing previously.
7. Intending Parties/Firms may furnish complete details in the Expression of Interest [EOI] in Annexure – I along with necessary documents.

8. All existing and future rates, taxes including property taxes, assessment charges and other out-goings whatsoever of description in respect of the said premises payable by the owner thereof , shall be continued to be paid by the landlord.

9. The SECI/ MNRE shall pay all charges in respect of electric power, light and water used on the said premises during the lease period.

10. The SECI/MNRE may, at any time during the currency of the Lease Period/extended Lease Period make such structural alterations to the existing buildings such as partitions, office fixtures and fittings as may be easily removable.

11. Expression of Interest should be addressed to the **General Manager-HR, IREDA Limited (A Govt. of India Enterprise), Corporate Office: 3rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi-110066.**

12. Interested Parties/ Firms should send the duly filled-in Expression of Interest (EOI) in Annexure-I (download) and signed at the bottom of each page along with necessary documents **in the sealed envelope superscripted "EOI FOR SPACE FOR GUEST HOUSE FOR SECI" on or before 25.01.2012**

(S.K. Bhargava)
General Manager-HR
IREDA Ltd.,

ANNEXURE I

EXPRESSION OF INTEREST
For Providing Space for Setting up of Guest House for Solar Energy Corporation of India by MNRE

Technical Offer

1. Name of Party/ Firm holding Title of the Property :
2. Nationality of the Owner :
3. Full Postal Address of Property with PIN code :
4. Total Super Built up / Carpet Area in Sq.foot with the following specification :
 - a. No. of suits / rooms (with size) :
 - b. Dining space (size) :
 - c. Kitchen (size) :
 - d. Lounge :
 - e. Parking space (size) :
 - f. Water supply :
 - g. Power backup :
 - h. Provision for additional space :
 - i. Any other information :
5. Distance in KM from TFCI Building, Saket, New Delhi :
6. Contact Details
 - NAME :
 - Telephone No. :
 - Fax :
 - e-mail :
7. Monthly Lease Rent : Rs..... Per Month
(Rs.....
.....Only) (In Words)
8. Security Deposit if Any, : Rs.....
(Rs.....
Only) (In Words)
7. Essential Documents Furnished :
(Please Tick Mark the Correct Option)

- (a) Copy of TITLE DEED of the proposed property : YES NO
- (b) Copy of BUILDING PLAN duly : DDA
 Approved by Govt. : MCD
 : NDMC
 : Other

8. Please Indicate :

- a. whether it is an Independent Building for :
 exclusive use of SECI/ IREDA/MNRE without sharing
 with any other OR sharing with others :
- b. whether proposed building is free from all :
 Encumbrances, claims, litigations.
- c. Whether proposed building / office space :
 is physically vacant/ready to occupy
- d. Whether all govt. dues,(property) Taxes :
 Electricity, Telephone, Water Bills are paid
 up as on date of application with
 (DOCUMENTARY PROOF should be furnished)
- e. Water Storage Tanks fitted on the roof. :
 If Yes, Water Storage Capacity (In Litres)
- f. Whether the Landlord of the Building is a near :
 Relative of any of the personnel of IREDA/MNRE
- g. Other Information which the Indenting :
 Party/Firm wishes to furnish

Place:

Date:

Signature

Name:

(Company seal, if any)

CORRIGENDUM

Requirement of Space for Guest House

This is in continuation to our notification uploaded on websites of IREDA/ MNRE/NIC regarding requirement of space for Guest House for Solar Energy Corporation of India (SECI) on 06.01.2012. The interested parties/ firms should send their EOI for monthly lease rent and security deposit if any, at Sl.No 7 & 8 of Annexure-I of the above notification in a separate sealed envelope superscripted "Lease rent for Guest House for SECI".

EOI not meeting the stated requirement shall not be considered.

The last date for submission of EOI is hereby extended to 10.02.2012,
3:00 p.m.

**S K Bhargava
General Manager(HR)**