

THE STATE TRADING CORPORATION OF INDIA LTD
(A GOVT. OF INDIA ENTERPRISE)

CHENNAI BRANCH OFFICE

A-29, THIRU –VI-KA INDUSTRIAL ESTATE GUINDY, CHENNAI – 600 032

TENDER REF NO. STC/GAD/RENT/2017-18/01

DATED: 27.10.2017

OFFICE SPACE

SPACE AVAILABLE

Office space of First Floor for 5158.75 Sq.Ft. and 3rd floor around 4800 Sq Ft. approx (partially furnished) is available on lease rent basis at “ **STC TRADE CENTRE**” A 29, Thiru Vi Ka Industrial Estate, Guindy, Chennai 32, in an A-class modern 3 storey building constructed by CPWD conforming to National Building Code in all respects.

FACILITIES

Both Floors are attached with Separate Rest Rooms for Gents & Ladies. Ducting for Data, Communication and power lines, Centralized Air condition, False Ceiling Automated water sprinklers for Fire Fighting and 100% power back up.

Two wheeler parking is available in the Basement and covered car parking for 2- 3 cars and open Car parking space is also available in ground floor.

Two (2) lifts of 13 persons capacity in the entrance and 1 lift in the rear entrance with 8 persons capacity.

LOCATION : Nearer to Guindy railway Station, metro and Guindy Bus Depot. 6.5 kilometres (approx) from Chennai Airport.

EMD amount of Rs. 5,000/- (Rupees Five Thousand only) payable by way of DD drawn in favour of **The State Trading Corporation of India Ltd., Chennai** should be submitted along with the quotation or the said amount may be remitted to STC's A/c. as below:-

Beneficiary	::	The State Trading Corporation of India Ltd.,
A/c. No.	::	200999528664
Bank	::	INDUSIND BANK
IFSC	::	INDB0000007

Interested Firms / Organisations may submit their offer as per format in the Tender form which is available in Annxure –I or the same may be collected from the Office Address as above. The quote should be addressed to “ The Branch Manager”, The State Trading Corporation of India Ltd., “ STC TRADE CENTRE “, 2nd Floor , A29, Thiru Vi Ka Industrial Estate, Guindy, Chennai – 600 032, so as to reach us on or before 10th November 2017 at 04.30 PM. The selected party has to sign a leave and license agreement as per our terms and conditions.

THE SITE CAN BE VISITED BETWEEN 1100 AM TO 0500 PM.

The last date for submission of bids is 10th November 2017 at 04.30 PM

RENTING OUT OFFICE SPACE

QUOTATION (On letter head)

1. NAME OF TENDERER :
2. ADDRESS :

3. GST NO.

4. TYPE OF ORGANISATION : SOLE PROPRIETORSHIP/LIMITED COMPANY
PUBLIC LTD. COMPANY/PUBLIC SECTOR
UNDERTAKING/GOVT.

5. CONTACT DETAILS OF : CONTACT PERSON
AUTHORISED PERSON

: TELEPHONE NO.

: MOBILE NO.:

: FAX NO.:

: E MAIL ID :

LICENSE FEE (RENT) : For 1st Floor Rs.....
PER SQ.FT. PER MONTH EXCLUDING
APPLICABLE TAXES.
(The rate per Sq.Ft should be more than For 3rd Floor Rs.....
Rs.61/- per Sq.Ft + Amenities charges.

I/We, agree to all the terms and conditions mentioned in Annexure - A

SIGNATURE OF TENDERER WITH COMPANY
SEAL

PLACE ::

DATE ::

TERMS AND CONDITIONS ::

1. The license fee payable for the demised premises shall be computed for a covered area of 5158.75 Sq Ft. (1st floor) and 4800 Sq Ft. (3rd floor)
2. The License fee shall be payable in by 7th day of every following month by way of NEFT/RTGS only. In case of delay in payment of rent by 7th of every month penal interest @ 14.5 % will be charged for the delayed period.
3. In addition to License fee as above, all other expenditure relating to Water, Electricity, Fuel Expenses, Security, Payment for Electrical Maintenance and other expenses for Common facilities shall be shared proportionately by the Licensee.
4. License fee is subject to escalation by 10.5% annually on the last paid.
5. Property tax, Water Tax dues, Cess & Surcharge shall be shared proportionately by the Licensee
6. The closing of tender is at 16:30 hrs on 10th November 2017 and opening of the tender will be at 16:40 hrs on the same day.
7. The Licensee has to furnish an interest free Security Deposit of 6 (six) months license fee.
8. The purpose of licence is commercial
9. Quotation has to be filled and signed along with signed copy of Terms and Conditions as per Annexure A.
10. GST as applicable and shall be borne by the Licensee i.e. the licensee must posses GST No.
11. The Leave & License Agreement has to be registered and charges for the same shall be borne by the successful tenderer.
12. Any damage to the Premises to be made good by the Licensee at the time of vacation or the expenditure incurred on the same will be recovered from the security deposit of the Licensee as per rent & regulation rules as admissible.
13. Further, either party to the agreement shall have right to terminate the agreement by giving three calendar months notice in advance in writing to the other party.
14. The occupant shall not have the right to sub-lease the demised premises either in part or in whole
15. The above terms and conditions are illustrative only and not exhaustive.

16. The occupant shall not make any additions or alterations with structural or otherwise to the demised premises or even a portion thereof
17. If the TDS is deducted on the rental payments of the subject premises, the same should be remitted and issue proper TDS certificate duly signed by Authorized signatory against TDS deduction made within stipulated period.

Management reserves the right to reject any or all the offers received without assigning any reasons.

THE SITE CAN BE VISITED ON BETWEEN 1100 AM TO 0500 PM.

CONTACT PERSON :: MR. G Jayaraman, Dy General Manager Ph : 044 - 2250 0213

Cell : 9094494999

SIGNATURE OF TENDERER
WITH COMPANY SEAL

PLACE :

DATE: