

**ECGC Limited****Guwahati Sub Office**

Sharma Building, Third Floor,

H.P. Brahmachari Road, Near

Nepali Mandir, Paltan Bazar,

Guwahati-781008

Phone: 0361-2635983,

Mobile: 9864643031

E-mail: [guwahati@ecgc.in](mailto:guwahati@ecgc.in)**REQUIRED COMMERCIAL  
SPACE ON LEASE/RENT**

Sealed tenders (Technical and Price bid) are invited for "ready for possession" commercial space, with good accessibility, good ventilation, water supply, electric sub-meter, parking space for car, disabled friendly access, on lease/rent basis as under.

**Carpet Area: Around 800-1000 Sq.Ft.**

Location: In prime commercial area preferably in **Maniram Dewan Road, G.S. Road, Ganeshguri, R. G. Baruah Road and nearby area.**

Preferred Position : **Ground Floor to 3rd Floor [Not Top Floor]**

Interested parties may submit their offer in two separate sealed envelopes mentioning "Technical Bid" and "Price Bid" super-scribed "**Offer for Premises**". All duly completed offers, valid for a minimum period of three months, shall be submitted at our above office on any working day between 10.00 AM to 5.00 PM. The Bid forms and Technical forms can also be downloaded from our website [www.ecgc.in/Tender Section](http://www.ecgc.in/Tender Section) and are to be submitted accordingly.

**No Price/rent to be quoted in Technical Bid. Rent, Maintenance Charges, Renewal terms, etc. to be quoted in Price Bid ONLY.**

**The last date for submitting for tender shall be : 12th Nov, 2021 at 5:00 PM**

Company reserves the right to reject any or all offers without assigning any reason. No brokerage shall be payable.

[Price Bid](#)

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COMMERCIAL SPACE ON LEASE BASIS

PRICE BID

DATE:

1. NAME OF TENDERER
2. WHETHER OWNER OR BROKER
3. ADDRESS FOR CORRESPONDENCE
4. LOCATION OF THE PREMISES
5. CARPET AREA (SQ. FT.) OF SPACE OFFERED
6. DIMENSION  
(LENGTH/BREADTH/HEIGHT)
7. RENT QUOTED
  - A) PER MONTH
  - B) PER SQ.FT
8. Maintenance Charges, if any
9. One Car /Two-wheeler parking Charges, if any
10. Whether GST Included in the above rates/charges quoted?
11. What are the renewal terms? [How much increase in rent expected/Frequency of increase in rent]
12. Small Sify Antenna [Pole of 6' to 8' height] will be installed on the roof of the building? Whether the same will be chargeable? If yes, what are the charges proposed?

Signature of Tenderer

[Technical Bid.](#)

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COMMERCIAL SPACE ON LEASE BASIS

TECHNICAL BID

DATE:

1. NAME OF TENDERER
2. WHETHER OWNER OR BROKER
3. ADDRESS FOR CORRESPONDENCE
4. LOCATION OF THE PREMISES
5. DISTANCE OF LOCATION FROM  
NEAREST BUS STAND  
RAILWAY STATION  
METRO  
AIRPORT
6. TYPE OF CONSTRUCTION  
(RCC/BRICK/PUCCA)
7. CARPET AREA (SQ.FT) OF SPACE OFFERED
8. DIMENSION  
(LENGTH/BREADTH/HEIGHT)
9. AVAILABILITY OF FACILITIES/AMENITIES
  - A) PROVISION OF ELECTRIC SUB-METER
  - B) PROPER VENTILATION (TWO SIDE OPEN)
  - C) REGULAR WATER SUPPLY
  - D) SECURITY AVAILABILITY
  - E) CC TV AVAILABILITY
  - F) LIFT AVAILABILITY
  - G) MAINTENANCE OF PROPERTY
  - H) POWER BACK-UP
  - I) PROVISION OF CAR /Two-wheeler PARKING
  - J) PROVISION OF TOILET/WASHROOM
  - K) PROVISION OF FURNITURE
  - L) PROVISION OF COMPUTER/PRINTER
  - M) PROVISION OF INTERNET FACILITY

- N) PROVISION OF TELEPHONE FACILITY
- O) LEASE TERM
- P) RENEWAL TERM
- Q) DISABLED FRIENDLY ACCESS

10. Is the property Title Clear?
11. Any legal cases on the property?
12. Is the property mortgaged? If so the name and address of the mortgagee?

Signature of Tenderer

Name:

Address:

Contact No.