

# **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**

## **WANTED OFFICE ACCOMMODATION**

CBSE intends to hire a suitable ready to move building for office, preferably in East Delhi on lease. The building must have 13000-15000 sq ft covered area, sufficient parking space and adequate sanctioned load and water connection. Detailed terms & conditions and tender form can be downloaded from the Board's website [www.nic.in](http://www.nic.in). The owners may submit their proposals in two bid system in a sealed envelope upto 30<sup>th</sup> Oct, 2012 by 2:00 PM along with a refundable EMD of Rs. 50000/-(fifty thousand only) by way of DD/bankers cheque favouring "Secretary CBSE". The tenders complete in all respects may be dropped in the tender box placed at Reception Counter at the above address. The technical bid shall be opened on 30<sup>th</sup> October, 2012 at 2:30 PM in the presence of the tenderers, if any.

**Joint Secretary (A&L)**

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**“Shiksha Kendra”, 2 Community Center, Preet Vihar, Delhi-110092**

**Preferences for Consideration**

1. Covered area : From 13000-15000 sq. ft.
2. Approach Road: Approximately 60 ft wide
3. Location : Close to public transport viz. metro/rail/bus in East Delhi.
4. Parking Area : Facility for parking of approx 10 cars and 15 m/cycles.
5. Centrally air conditioning.
6. Ready to move.
7. Preferably furnished.
8. Sanctioned power load of minimum 80 KW.
9. Full Power backup.
10. Adequate water connection.
11. Lift

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**“Shiksha Kendra”, 2 Community Center, Preet Vihar, Delhi-110092**

**SCHEDULE-I**

**Technical Bid**

**Date of opening; 30/10/2012 at 2:30 pm**

1. Complete address of the premises: \_\_\_\_\_  
\_\_\_\_\_
2. Distance from i) New Delhi Rly. Stn.: \_\_\_\_\_ KM  
ii) ISBT, Kashmiri gate: \_\_\_\_\_ KM  
iii) ISBT Anand Vihar: \_\_\_\_\_ KM  
iv) Nearest metro station: Name \_\_\_\_\_ distance: \_\_\_\_\_ KM  
v) Bus stand: \_\_\_\_\_ KM
3. Width of approach Road : \_\_\_\_\_
4. Whether the premises is suitable for Office purpose : \_\_\_\_\_
5. Area of plot : \_\_\_\_\_
6. Total built up area : \_\_\_\_\_ sq. ft  
Ground floor: \_\_\_\_\_  
First floor: \_\_\_\_\_  
Second floor: \_\_\_\_\_  
Basement: \_\_\_\_\_
7. Details of the approved plan : \_\_\_\_\_
8. Details of the set-backs : \_\_\_\_\_
9. Details of Rooms/Halls size/ Area : \_\_\_\_\_  
(copy of the plan be attached) : \_\_\_\_\_
10. Salient features (suitability as office : \_\_\_\_\_

accommodation) \_\_\_\_\_

11. Whether further expansion is possible: \_\_\_\_\_

12. Type of the structure : \_\_\_\_\_

13. Loading capacity of the Bldg., kg/sq mt. : \_\_\_\_\_

14. If lift is available, mention capacity : \_\_\_\_\_

15. Details of sanctioned electricity load in : \_\_\_\_\_ KW

16. Details of power back up : \_\_\_\_\_

17. Details of approved water connection : \_\_\_\_\_

Ferrule size & storage capacity \_\_\_\_\_

18. Details of furnishing, if any : \_\_\_\_\_

19. Details of air conditioning, if any : \_\_\_\_\_

20. Title of the property: Single/ : \_\_\_\_\_

Partnership/ company \_\_\_\_\_

21. Whether the property is leased or : \_\_\_\_\_

free-hold (documentary evidence \_\_\_\_\_

be attached) \_\_\_\_\_

22. Whether any case relating to this : \_\_\_\_\_

Property is pending in any court : \_\_\_\_\_

India : \_\_\_\_\_

23. Whether the premises is mortgaged : \_\_\_\_\_

to any Firm/Institution/Bank. If yes, : \_\_\_\_\_

give details. : \_\_\_\_\_

24. Minimum Time required for handing  
over possession : \_\_\_\_\_

25. 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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**SCHEDULE-II**  
**Financial Bid**

1. Rent demanded ( per sq ft.) i) Rent, Rs\_\_\_\_\_ per sq ft.  
ii) Service tax:\_\_\_\_\_
- iii) Maintenance charges Rs.\_\_\_\_\_/sq.ft.
2. Minimum lease period desirable : \_\_\_\_\_
3. % enhancement of rent after 3 years. : \_\_\_\_\_
4. Date by which offer must reach CBSE **30.10.2012 Upto 2:00 p.m.**  
HQ. Bldg., Preet Vihar, Delhi-92
5. Conditions, if any : 1. \_\_\_\_\_  
: 2. \_\_\_\_\_

Signature of the owner (s) of the property

\_\_\_\_\_

Tel. No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_