



भारत सरकार

GOVERNMENT OF INDIA

केन्द्रीय जल आयोग

CENTRAL WATER COMMISSION

सिक्किम अन्वेषण मंडल

SIKKIM INVESTIGATION DIVISION

तादोंग, गान्तोक (सिक्किम)

TADONG, GANGTOK (SIKKIM)-737102

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File No. SID/HQ-10/2020-21/ 581

Date: 05.09.2022

### NOTICE INVITING QUOTATION

On behalf of the President of India, the Executive Engineer, Sikkim Investigation Division, Central Water Commission, Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti, hereby invites sealed quotation from house owner/bidder for "Hiring of office building for the office of Superintending Engineer, Investigation Circle, CWC, Gangtok & Executive Engineer, Sikkim Investigation Division, CWC, Gangtok on lease/rental basis".

#### Details of Quotation: -

Sl. No.	Particulars	Descriptions
1.	Description of services.	<p>1. Hiring of office accommodation of carpet area <b>4000-4500 sq. ft.</b> (Including transit camp) and 300 sq. ft. terrace area for installation of satellite antenna for O/o Executive Engineer, SID, CWC, Gangtok (12-14 rooms).</p> <p>2. Hiring of office accommodation of carpet area <b>2200-2700 sq. ft.</b> for O/o Superintending Engineer, IC, CWC, Gangtok (5-7 rooms).</p>
2.	Service/Agreement period	<b>05 years</b>
3.	Location of desired office	Around seven km radius from Zero-mile stone of Gangtok & the building should accessible from National Highway Road of Gangtok City.
5.	<b>Last Date &amp; Time (for NIQ)</b>	
	Submission of Quotation	12.09.2022 (12:00 hrs.)
	Opening of Quotation	12.09.2022 (16:00 hrs.)
7.	Address of the office where quotation is to be submitted.	Office of the Executive Engineer, SID, CWC, Tadong, Gangtok, Sikkim-737102, Tel.- 03592-231887, 7004819796, <a href="mailto:eesid-cwc@gov.in">eesid-cwc@gov.in</a>



### TERMS & CONDITIONS:

1. The building(s) should be fit for commercial/office use.
2. Bidders can quote considering the combined area of either both the above-mentioned offices or any of the individual office.
3. The legal owner of the building should apply directly and should provide adequate parking for Govt./visitor's vehicles (minimum 3-4 vehicles).
4. The building should have assured electricity connection and running water supply on continuous basis.
5. The legal owner will undertake to carry annual repairs and maintenance every year.
6. The building should free from dampness and also should be properly ventilated.
7. The building should have appropriate fire safety compliance mechanism.
8. The office space should have electrical fixture like switches, power points of ISI/BIS specifications.
9. The space offered should be free from any liability and litigation with respect to its ownership, lease/renting and pending payments against the offered space.
10. There should be separate provision of toilets for ladies and gents with sanitary and water supply installation.
11. There should be facility for installing generators.
12. The building should be secure enough to protect the government property.
13. No Quotation will be accepted by fax, e-mail or any other such means.
14. The building should easily accessible from National Highway Road of Gangtok City.

It should be located well connected on main road/sub-main road or by an arterial road. Finalization of rent based on location & quality of construction is subject to certification by C.P.W.D./ Hiring Committee, subject to final approval and sanction by Competent Authority as per rules framed in this regard.

The rent demanded per sq. ft. should be inclusive of property tax, or any other tax required to be paid by the property owners. The lease deed shall be signed for a minimum period of 5 years subject to the conditions as may be prescribed by the government from time to time.

The offer by the legal owners may be sent under a sealed cover along with necessary documents as stated below:

1. Drawing of approved building plan with demarcation of hired portion.
2. Building ownership document.
3. Copy of Parcha.
4. Proforma to be filled for the Assessment of Building and Renting of House in Part-A and Part-B form respectively (copy of forms attached).
5. An application regarding Willingness to give building on hiring.
6. All necessary documents related to Land/Building.

The quotations which should be in sealed cover should reach the office of the undersigned by **12.09 2022 (12:00 hrs.)** and will be opened on the same date at **16:00 hrs.** Offers beyond the specified date/time shall not be entertained.

Executive Engineer, Sikkim Investigation Division, Central Water Commission takes no responsibility for delay/loss of documents sent by RPAD/Speed Post.

Quotation shall be sent to the drop box placed in front of room of EXECUTIVE ENGINEER, SIKKIM INVESTIGATION DIVISION, CENTRAL WATER COMMISSION at above mentioned address. The interested parties or their authorized representatives may remain present at the time of opening of quotations. The department reserves the right to reject any bid without assigning any reason. The interested parties are also requested to mention their corresponding address & telephone numbers & email-id on the face/cover of the bids for future communications.

*Shashwat Rai*  
(Shashwat Rai)  
Executive Engineer  
SID, CWC, Gangtok

Enclosures: - As above

**Copy for kind information to: -**

1. The Chief Engineer, T&BDBO, CWC, Kolkata.
2. The Superintending Engineer (C), T&BDBO, CWC, Kolkata.
3. The Superintending Engineer, IC, CWC, Gangtok.
4. The Director, SMD, CWC, Sewa Bhavan, R.K. Puram, New Delhi.
5. The Under Secretary, Estt. XIII, CWC, Sewa Bhavan, R.K. Puram, New Delhi.



**PROFORMA TO BE FILLED FOR SUBMITTING CASE FOR  
ASSESSMENT/REASSESSMENT OF RENT**

1.	Name of the Department for which Building is to be hired	
2.	Name of Owner	
3.	Rent of demand of the house (with earlier rent and date of effect in case re-assessment)	
4.	Year of construction	
5.	Brief specification of the building including foundation etc.	
6.	House Tax being paid yearly (supported by photocopy of receipt)	
7.	Cost of land with documentary proof	
8.	Building plan and elevation including showing the potation to be given in hire	
9.	Total plinth area of the building to be given on hire	
10.	Any other details if available	
11.	Prevailing market rent per month in the locality	

Signature of the House Owner

Recommendation of the Administrative Department regarding rent demanded by the House Owner based on prevailing market rate with effect from

\_\_\_\_\_

Signature of the Officer of  
Administrative Department

**FORM**  
**RENTING OF HOUSE**

1. Kindly refer to your discussion on \_\_\_\_\_ the above cited subject.
2. I am willing to rent out my house for purpose of your office/residential accommodation, particulars of which are given below:

1.	Mouja	
2.	JL No.	
3.	Name of the House Owner	
4.	Address of the House to be rented out	
5.	Area of the House to be rented out	
6.	Plinth area	
7.	Carpet Area	
8.	Any other particulars	
9.	House occupied w.e.f.	

3. I am willing to accept the rent to be assessed by the CPWD/LA Department as per Government Rules.
4. However, I accept the minimum amount \_\_\_\_\_ of my House.

Dated: \_\_\_\_\_

Yours faithfully,