

**Expression of Interest for offering Warehouse Premises on lease at Dhulagarh
Howrah area.**

UTI ITSL is interested to take Warehouse at Dhulagarh ,Howrah and invite Expression of Interest from owners of Warehouse premises admeasuring around 2000 – 2500 Sq. Ft. of carpet area to be taken on lease.

On receipt of such Expression of Interest, the said premises will be inspected for preliminary short-listing by a Committee and the Financial bids will be invited from the owners of only short listed premises subsequently.

Instructions:

1. The Expression of Interest can be forwarded by Owner or owner's representative. Representative will have to enclose the letter of authority along with this offer or before the invitation of Financial Bids. Otherwise the offer is liable to be considered null and void at any stage as per the decision of UTI ITSL.
2. The requirement is of premises for storage of documents on lease, if owner has more than one premise to be offered, a separate Expression of Interest has to be submitted for each of the premises to be given on lease.

The expression of interest form can be freely downloaded from the website of www.utiitsl.com or can be obtained free of cost from the office of UTI Infrastructure Technology And Services Ltd, "UTI ITSL" , 29 N.S. Road, Gr. Floor, Kolkata -700001.

3. Expression of Interest Form for lease of premises is to be dropped in the Tender Box kept for the purpose at "UTI ITSL" , 29 N.S. Road, Gr. Floor, Kolkata -700 001 on or **before 3.00 PM on 9th March , 2015** or it has to be sent by post so as to reach on the stipulated date and time. The offers will be opened at **3.30 p.m. on the same day** and the applicant is invited to be present at the time of the opening.

**Senders name &
address:**

Dtd. :

To,
The Deputy Vice President
UTI Infrastructure Technology And Services Ltd,
29 N.S. Road, Gr. Floor, Kolkata -700 001

Sir,

Expression of Interest for offering the Warehouse Premises on lease

At Dhulagarh, Howrah

(_____)

(Write the name of city/ location where office premises is proposed to be given)

This offer is with reference to the Tender for Expression of Interest put up on the website of UTI Infrastructure Technology And Services Ltd., for taking **premises on lease for Warehouse premises.**

We understand that:

- a) No brokerage is payable by UTI ITSL to us or our representative in this transaction.
- b) All payments would be made through bankers cheque / draft in connection of the lease.
- c) Preference would be given to the suitability of location of the premises.
- d) Preference will be given to premises with parking space.
- e) The premises should be ready for possession and occupation with all the necessary documents required for giving premises on lease along with No Objection Certificate from concerned authorities and society as far as applicable. The owner has to produce the documents when demanded.
- f) Preference will be given to premises with height of 18 feet and above.
- g) The area of the premises should be between 2000 sq. ft to 2500 sqft. Carpet area. However, this area is approximate and UTI ITSL reserves the right to take somewhat more or somewhat less / more area.
- h) The initial term of lease is for a period of 5 years with mandatory renewal clause for next 5 years i.e. for a total of 10 years. Alternatively the lease could be for initial 3 years with 2 renewal clauses of 3 years each i.e. for a total of 9 years.
- i) By submitting this offer the owner has permitted UTI ITSL or their representatives, with prior appointment, to inspect the property offered as well as property documents and to carry out the measurements, valuations thereof.

The details of the premises offered are as under:

Sr.No.	Description	Details
1	<u>Name of the Owner</u> (In case of the Joint ownership, please specify all the names, with whom the agreement Would be signed and monthly rental payment would be made).	
2	<u>Address of the Owner</u> Who is giving premises on lease, where the correspondence will have to be made.	
3	Contact Details: (a) Telephone no. with STD code (b) Mobile No. (c) Fax No. (d) e-mail	: : : :
4	PAN No. of the owner / owner's of commercial premises.	
5	<u>Name of owner of land (or society)</u> on which building/ premises is situated.	
6	Address of the premises offered	:
7	Floor on which the premises is located. (Ground or First Floor preferred).	:
8	Details of the Building: a) Year of construction b) Total number of floors. c) Any other details d) Nearby landmark	: : : : :
9	Carpet area of the premises offered in sq.ft./ sq. mtrs. For the purpose of this expression of interest form the Carpet area would mean the area as under a) The internal area within the external walls. b) Area of the external walls will not be considered.	: :

Signature of Authorized person

	c) Internal walls and columns will be considered.	:
		:
		:
		:
		:
10	Municipal approved plan to be Enclosed/ provided on demand.	
11	Completion/ Occupation certificate to be Enclosed/ provided on demand.	
12	Structural Stability certificate from a Structural engineer would have to be Enclosed/ provided on demand.	
13	Other remarks, if any.	

Procedure:

- a) The premises will be visited for short listing and a preliminary list will be prepared to limit the premises to the suitably best 2 or 3 premises.
- b) The financial bids would be invited from the properties which are shortlisted and found legally suitable.
- c) The property, if mortgaged, required NOC would be provided to the satisfaction of UTI ITSL /solicitors on demand by UTI ITSL.
- d) The drafts of all documentation that may be finalized by UTI ITSL and/or its lawyer shall be final and binding.
- e) UTI ITSL is not bound to accept any or all the Expression of interest forms and will not be required to give any reason for rejecting any Expression of interest form.

Other Conditions:

A) The amenities to be provided by the owner / landlord are as under (mention the amenities) :

a) _____

b) _____

c) _____

d) _____

e) _____

f) _____

Name of the Signatory: _____

Date : _____

Place : _____