

مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad – 500 032,
Tel- 040 – 23006607 / Extn. 1350-1352



Premises required for MANUU Regional Centre at Kolkata, on rent/lease

The University is looking for a suitable premises of about 1200-1500 sq.ft. (Built up area) with ample open space for parking etc., within the radius of about 5 kms of Kolkata Town for accommodating its Regional Centre at Kolkata on rent/lease basis.

Interested parties/institutions may send the details of the premises along with the offer, addressed to the Joint Registrar, Administration & Estate section, Room No.3, Ground Floor, Administrative Building, Maulana Azad National Urdu University, Gachibowli, Hyderabad-500 032, T.S. Telephone No. (040)-23006607, 23008440, latest by 10.08.2018 by post/hand. The University reserves its right to accept or reject the offer. For further details, please visit www.manuu.ac.in

Registrar

(EOI)
**EXPRESSION OF INTEREST FOR PREMISES REQUIRED FOR MANUU Regional
Centre Kolkata**

Date:.....

The University is looking for suitable premises required for MANUU Regional Centre at Kolkata (W.B) on rent/lease with ample open space for parking within the radius of **5 kms** of Kolkata Town, with good connectivity to main approach road. The requirement is for **1200 - 1500 sq.ft** of built up area, preferably independent building with Ground floor or Ground and first floor.

Terms and conditions:

- i. The building should structurally sound with well ventilated and natural lighting. It should be maintained properly and fit for running the Office.
- ii. The initial rent/lease agreement will be for 2-3 years and renewable on fresh terms and conditions at the end of 2/3 years with mutual consent.
- iii. The selection of the premise shall be made on the following criteria:-
 - (a) Suitability of the location of the premises.
 - (b) Better amenities with approved plans of the building by the local bodies/Panchayat.
 - (c) Ready for occupation with all necessary permission and approvals in place.
 - (d) Proximity to other educational Institutions.
- iv. The EoI should be complete in all respects and signed on all pages.
- v. The EoI should be delivered in a sealed envelope and the envelope shall be superscribed with **'EoI for Regional Centre at Kolkata'** and may be submitted to the **Joint Registrar, Administration & Estate, Room No.3, Ground floor, Administrative Building MAULANA AZAD NATIONAL URDU UNIVERSITY, Gachibowli, Hyderabad- 500 032. T.S by registered post/by hand.**
- vi. The University will not pay any brokerage for hiring of the premises..
- vii. The University may consider properties other than those offered in response to this advertisement.
- viii. The University reserves its right to accept or reject the offer.

Interested parties, fulfilling above criteria and having clear legal title, are invited to send their Expression of Interest (EoI) to the **Joint Registrar, Administration & Estate, Room No.3, Ground floor, Administrative building, Maulana Azad National Urdu University, Gachibowli, Hyderabad-500 032 T.S within 21 days from the release of the advertisement by hand /post.**

**Registrar
Maulana Azad National Urdu University**

EXPRESSION OF INTEREST FORM

To
THE JOINT REGISTRAR
Administration & Estate
Maulana Azad National Urdu University,
Gachibowli
Hyderabad-500 032. T.S

Sub: Expression of Interest offering the premises for MANUU Regional Centre Kolkata.

Dear Sir,

This offer is with reference to the advertisement released in the press/put up in the Tenders section of Maulana Azad National Urdu University (MANUU) website www.manuu.ac.in for taking premises for MANUU Regional Centre Kolkata.

The details of the premises offered are as under:

DETAILS OF THE PREMISES OFFERED

Sl. No.	Particulars	Details
1	DETAILS OF FIRM / BUILDER / OWNER / REPRESENTATIVE	
1.1	Name	
1.2	Address & Phone No. Fax No. & e.mail address:	
1.3	Type of ownership: Individual/Partnership company/Society/trust etc.,	Firm/Registered
1.4	Permanent Account Number (PAN) & TAN	
1.5	Name & Designation of the contact person to whom all references shall be made regarding this EOI	
2	DETAILS OF PROPERTY	
2.1	Location & Address of the property (please attach a proof of ownership of the Building)	
2.2	Status of the land a. Freehold b. Leasehold c. If leasehold give residual period of leases and name of the title holder	
3.	BUILDING	
3.1	Type of Building: (Residential/Non-Residential)	
3.2	Type of Construction: (Load Bearing/RCC/Steel framed)	
3.3	Clear floor height from floor to ceiling	
3.4	Total No. of floors. (Enclose drawings for each floor offered)	
3.5	Total plot area (Enclose drawings for plot area offered)	<u>Sq. Yd</u>
3.6	Area of Open space a) Parking	<u>Sq. Yd</u>
3.7	Area of premises offered a) Built-up Area b) Carpet Area	<u>Sq. ft.</u> <u>Sq. ft.</u>

4	AGE/CONDITION OF THE CONSTRUCTION / BUILDING	
4.1	Newly constructed (within 2 years)	
4.2	Old construction – mention year of completion	
5	OTHER INFORMATION	

I hereby confirm that, all the terms and conditions specified with respect to this Expression of Interest are acceptable to me. I further confirm that all the required details have been furnished and if this Expression of Interest form is incomplete in any respect on my part then the same is liable to be rejected at the discretion of MANUU. I am aware that MANUU is not bound to accept the Expression of Interest and will not be required to give any reason for rejecting this Expression of Interest. I further certify that I am an authorized signatory of my society/trust/Institution and I am therefore, competent to submit the details towards this Expression of Interest.

Yours sincerely,

(Signature of the Offeror)
Name, Designation & Address

Date: _____

Place: _____

PRICE BID – 1

(To be submitted separately in a sealed cover)

EOI Inviting Authority: MAULANA AZAD NATIONAL URDU UNIVERSITY, HYDERABAD

Sub: Expression of Interest offering the premises for MANUU Regional Centre at Kolkata

1. Bidder Name : _____
2. Premises Address : _____
3. Total built up area in Sq.ft. (Offered) : Sq.ft
4. Rate per Sq.ft. for building : _____ (In Words)
5. Total open area in Sq.yd (Offered) : Sq.Yd
6. Rate per Sq.yd for open land for parking : _____ (In Words)
7. Agreement Period (Offered) : _____ (Minimum Years)
2years/3 years
8. Annual Increment of Rent (if demanded) : _____ Maximum 5%

Date:

Signature & Seal of the Bidder