

অসম বিজ্ঞান প্রযুক্তিবিদ্যা আৰু পৰিৱেশ পৰিষদ
(বিজ্ঞান আৰু প্রযুক্তি বিভাগ, অসম চৰকাৰ)

ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL
(Department of Science & Technology, Govt. of Assam)

BIGYAN BHAWAN
G.S. ROAD
GUWAHATI – 781005
Assam, India



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ASTEC/ARSAC/1942/2019/1647-A

Date: 28/05/2019.

Notice inviting quotations for Hiring of Office Space

Sealed quotations are invited from Guwahati based legal owner of premises with clear titles for Hiring of Office Space measuring 1200 sq. ft.(approx.) carpet area in a single building / multistoried building for its office use in and around 2 KM radius from Bigyan Bhawan (Near Rajib Bhawan), Christian Basti, G.S. Road, Guwahati – 5. Interested landlords may submit their quotations to the following address on or before 2:00 PM on 14/06/2019.

The details of the rented house to be used for office purpose is given below:

PART - A : The following documents / facilities / information required to be included in the quotation for providing office space:-

1. IPO of Rs. 20/- or court fee of Rs. 8.25.
2. Relevant papers towards Land ownership
3. Upto date khajana Receipt & Municipality Tax Receipt
4. Car Parking facility for at least 4/5 vehicles
5. Minimum 8 KW electric load facility
6. Fire Safety Certificate of the premises
7. Security measures

PART - B :

Landlord has to describe in details about his house to be rented for office space (i.e. locality, lane/bylane, in which floor, running water facility including toilet, comfortable approach towards premises, whether part of the premises).

Moreover no litigation against the premises is mandatory and landlord will have to certify that the said premises is free from all encumbrances.

PART - C : Rate should be quoted inclusive of all applicable taxes & duties and applicable taxes will be deducted at source against which necessary tax deduction certificate will be issued as and when required. Rate to be quoted per sq. ft. basis and in Indian rupees and Electricity bill will be paid extra based on sub meter.

Rate will be fixed for one year and under no circumstances, escalation of rate will be entertained. Any dispute what so ever, will be confined under the jurisdiction of Guwahati High Court, Guwahati.

Rented house for office space will be required for at least one year and Director, ASTEC reserves the right to accept any offer that would be advantageous to the Council or right to cancel any or all quotations without assigning any reason thereof.

N.B.: Above information / relevant documents are to be inserted into a sealed envelope and submit to the below mentioned address:

Director,
Assam Science Technology and Environment Council,
Bigyan Bhawan, Christian Basti, G.S. Road,
Guwahati - 5, Tel. No. 0361-2450147(O).

Director
ASTE Council

Copy to :

- ✓ 1. Notice Board
- ✓ 2. Website- Nodal Officer.
3. Dy. FAO – for information
4. Office Copy.

Director
ASTE Council

*webmaster
M. upload with
intimation to Dy. FAO.
31/5/19*

[Handwritten mark]