



**National Safai Karamcharis Finance and Development Corporation
(NSKFDC)**

**Expression of Interest (EOI)
For Purchase of Office Space in Delhi**

Date of issue of notice: **20.03.2025**

Issued by:

National Safai Karamcharis Finance and Development Corporation (NSKFDC)

(A Govt. of India Undertaking, Ministry of Social Justice & Empowerment)

Regd. office: NTSC, 3rd Floor, E-Block, NSIC, Okhla Industrial Area Estate-III,

New Delhi – 110020.

Tel: 26382476, 26382477, 26382478

Visit us at: www.nskfdc.nic.in Email: nskfdc-msje@nic.in

EXPRESSION OF INTEREST FOR PURCHASE OF OFFICE SPACE IN DELHI

NSKFDC is a Government of India Undertaking under the aegis of Ministry of Social Justice & Empowerment. The Corporation was incorporated on 24th January, 1997 under Section 25 of the erstwhile Companies Act, 1956 (now Section 8 of the Companies Act, 2013) as a Company 'Not for Profit' with the primary objective of socio-economic development of Safai Karamcharis, Manual Scavengers, Sewer and Septic Tanks Workers, Waste Pickers and their dependants through its loan and non loan based schemes.

NSKFDC offers in two bid systems are invited from Government bodies, Central and State PSUs, other autonomous bodies, Private Companies, Real Estate Developers and individuals who are legal owners of approved properties for outright purchase of office space. The offers should be neatly typed submitted in a sealed envelope super-scribing "**OFFICE SPACE FOR SALE IN DELHI**" latest by 5.00 P.M on **14.04.2025** at the Corporate office address of NSKFDC in person or by hand/speed post/courier.

The property owner(s) are advised to go through the following details and terms and conditions:-

- i. The property should be free from encumbrances, legally compliant, and suitable for official use/commercial purposes.
- ii. Freehold office Space measuring between 6,000 to 10,000 square foot carpet area, situated in Delhi. Required area is tentative and can be increased or decreased at the time of finalization.
- iii. Preference will be given to properties in close proximity of Shastri Bhawan, Central Secretariat and CGO Complex, Lodhi Road. Properties falling within 15 km radius of Shastri Bhawan as well as CGO Complex, Lodhi Road, New Delhi only shall be considered.
- iv. The whole office space/property should preferably be located on the same floor. Preference will be given to properties/spaces situated on Ground Floor.
- v. Since the target group of NSKFDC belongs to most downtrodden section of the society, the property should be easily approachable for them. Nearest Metro Station and Bus Stop should be within 1 Kilometer.
- vi. Offered premises and surroundings should be in good condition and well maintained with roads near the entry and exit points free of traffic congestion.
- vii. Premise Security System–Extensive coverage of CCTVs for all common areas.
- viii. Accessible for Handicapped persons as per Govt. Guidelines.
- ix. Availability of Parking Space for 20 Cars. (minimum 10 & preferably 20)

INSTRUCTIONS:

- i. Interested parties i.e. property/space owners or their authorized agencies, possessing office space area as stated above, having clear legal title are invited to send their expression of interest to our registered office in the prescribed template enclosed herewith furnishing details like name of the owner and authorized agent, contact details, location of the office space, space details, amenities, etc. No brokerage will be paid by NSKFDC. On receipt of such

Expression of Interest, the said premises will be inspected for evaluation and preliminary short-listing by NSKFDC Committee. The Expression of Interest can be submitted by the agencies authorized representative. Representative will have to enclose the letter of authority from owner along with their EOI offer. Otherwise the offer is liable to be considered null and void at any stage as per the decision of NSKFDC. **The EOI should be submitted to NSKFDC address given below, on/before 14.04.2025.**

- ii. The EOI should complete in all respects and signed on all pages. The EOI should be delivered in a sealed envelope mentioning '**EOI – OFFICE SPACE FOR SALE IN DELHI**' having two separate sealed envelopes inside (Technical Bid and Financial Bid).

iii. **KEY DETAILS**

Last date of seeking clarifications	04.04.2025 (up to 1500 Hrs)
Last Date & time of Submission of tender	14.04.2025 (up to 1700 Hrs)
Submission of Tender	Managing Director National Safai Karamcharis Finance and Development Corporation (NSKFDC) NTSC, 3rd Floor, E-Block, NSIC, Okhla Industrial Area Estate-III, New Delhi – 110020.

iv. **EMD and Tender Fee**

EMD: Rs. 2,00,000/- (Rs. Two Lakh only) in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi.

Tender Fee: Tender Fee including GST of **Rs. 1,000/- (Rs. One Thousand only)** will be charged, which is to be submitted along with the Technical Bid in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi.

The MSME agency/units shall be exempted from submission of EMD or tender fee as applicable on production of proof of current registration certification from MSME/NSIC for the tendered item. Please note that the tender without accompanying the requisite EMD shall not be evaluated and shall be summarily rejected. EMD of unsuccessful bidders shall be refunded immediately after selection of the successful bidders.

- v. Late submissions of applications (received after due date and time of submission of document) shall not be accepted under any circumstances.
- vi. NSKFDC reserves the right to accept or reject any or all EOI/applications without assigning any reasons. No applicant shall have any cause of action or claim against NSKFDC for rejection of its/their EOI/application.

- vii. Notwithstanding anything contained above, NSKFDC reserves the right to reject any or all expressions of interest offers and may also give consideration to properties other than those offered in response to this advertisement.
- viii. Interested parties are urged to visit the Tenders section of www.nskfdc.nic.in on regular basis for any updates related to schedule or corrigendum with respect to the above EOI. Interested parties should write to: **Managing Director National Safai Karamcharis Finance & Development Corporation (NSKFDC), NTSC, 3rd Floor, E-Block, NSIC, Okhla Industrial Area Estate-III, New Delhi – 110020.**
- ix. The applicants are required to submit their applications enclosing A) Technical Bid and B) Financial Bid as per details given below

A) Technical Bid:-

The following details/documents are required to be submitted in sealed envelope super scribed on it as “**Technical Bid for Office space/property for sale in Delhi**”

Sl. No.	Particulars	Details
1.	Name of the Owner/property	
2.	Complete address of property	
3.	Proof of ownership (Attach registered sale deed/conveyance deed)	
4.	Name of the Authorized Agency submitting EOI	
5.	Address, Phone No, email of the Authorized agency submitting EOI:	
6.	Authorization letter issued by property owner	Representative will have to enclose the letter of authority letter from owner
7.	Total area offered in Sq. Ft. a. Carpet area b. Covered area c. Super area d. Dimension of staircase	Certified sketch & site plan
8.	Floor on which the offered premises is Located & total number of floors	
9.	Proposed Offered Space Condition (Raw /Warm Shell/ Semi/Fully furnished)	
10.	Copy of approved building plan/ Occupation Certificate	
11.	Authority which has issued the completion /occupation certificate	(Please attach certificate)
12.	Provide Statutory clearances (MCD, DDA, Fire, Pollution Board, etc whichever applicable.)	
13.	Type of the Land a. Freehold b. Leasehold	

14.	Type of the Property a. Commercial b. Industrial c. Mix land use d. Any other (please specify)	
15.	Type of Construction: (Load Bearing/ RCC/ Steel framed)	
16.	Distance from the nearest:- a. Metro Station b. Bus Stand	
17.	Distance from Shastri Bhawan, Central Secretariat, New Delhi	
18.	Distance from CGO complex, Lodhi Road, New Delhi	
19.	A certificate in the form of an affidavit clearly stating that the property is free from litigation, disputes or encumbrances	
20.	Year of construction – mention year of completion	
21.	Property Tax (paid up to date)	Attach proof
22.	Availability of facilities/utilities (if any)	Number of toilets (floor wise), with details of capacity of each toilet i.e. WCs urinals, commodes, and wash basin (separately for men and women)
23.	a. sanctioned electricity load b. details of power back-up facilities	Please provide point wise reply
24.	Provide details of following facilities (if any) a. Air Conditioning system details b. Telecom/Internet Connectivity c. Electrical Power Back up d. Running Water facilities/sanitary e. Accessible for Handicapped persons as per Govt. guidelines. f. Other additional amenities	
25.	Details of parking space reserved for the property/space on offer for sale.	
26.	Any other salient aspect of the building, which the party may like to mention.	

B) Financial Bid:-

- i) Financial Bid of only those offers shall be opened which fulfill the requirement of Terms and conditions and Technical Bid stated above.
- ii) Financial Bid to be submitted in a separate envelop super scribed on it as **“Financial Bid for Office space/property for sale in Delhi”** along with following details documents:-

Sl. No.	Particulars	Details
1	Area (clearly indicating carpet area, covered area and super area) in Sq. Ft. of property on offer.	
2	Total rate quoted for property/space on offer of sale to NSKFDC.	
3	Maintenance charges (per Sq Ft.)	
4	Electricity charges/water charges (if any)	
5	Any other charges	

I 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 NSKFDC.

I am aware that NSKFDC 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 company and am, therefore, competent to submit the details towards this Expression of Interest.

Yours faithfully,

(Signature of Authorised Signatory)

Date:

Place:.....

Name.....

Designation.....

Contact/Mob.No.....

Email Id.....