



National Centre for School Leadership Project
National University of Educational Planning and Administration
17-B, Sri Aurobindo Marg, New Delhi-110016 (www.nuepa.org)

NOTICE INVITING TENDER FOR OFFICE PREMISES

NUEPA, an autonomous body of MHRD, Govt. of India invites **Offers in two separate sealed covers containing 'Technical Details' and 'Financial Details' respectively** from property owners with readily available premises of about 5000 sq. ft. in & around Qutab Institutional Area/Katwaria Sarai/NCERT/IIT areas on lease basis for two years:-

The premises should be with proper/full frontage and entry to the premises should not be from side lanes/by lane.

Envelope 1- "Technical Bid" should contain details of location of site, site plan, proof of ownership, parking area, and minimum power with 3 phase connection with 20-25KVA. etc.

Envelope 2- "Financial Bid" should contain details of rent rates & other related terms and conditions.

Each part should be kept in a separate cover and the cover containing technical details should be marked "**Envelope No. 1. Technical Bid**" and the cover containing financial details should be marked "**Envelope No.2- Financial Bid**". Both the covers, duly sealed should be put in a 3rd cover super scribed with "**Offer of Premises**" with location name.

All the three envelopes should bear the name and address, phone No. of the Offerer.

The University reserves the right to accept/reject any/all offers without assigning any reason whatsoever. No brokers/intermediaries will be entertained & preference will be given to Govt./Public Sector establishments.

The envelopes should be sent to The Registrar, National University of Educational Planning and Administration, 17-B, Sri Aurobindo Marg, New Delhi-110016. The offers must reach there on or before 05/01/2013 (formats attached).

Details of formalities and documents required for premises may be seen/downloaded from our website: - www.nuepa.org.

Registrar