

**Expression of Interest (EOI)**

**EOI No. : NALCO/del/admin/1-2017 dated 26.09.2017**

**NALCO**, a Central Govt. public sector Company intends to hire accommodation on lease at South Delhi as per details available in NALCO's website: [www.nalcoindia.com](http://www.nalcoindia.com). Interested Parties may submit their EOI by 9<sup>th</sup> October, 2017.

**(S C Rai)**  
**AGM (Administration)**  
**NATIONAL ALUMINIUM COMPANY LTD**

**EOI No. : NALCO/del/admin/1-2017 dated 26.09.2017**

**Expression of Interest for hiring accommodation on lease at South Delhi for independent house/building having 10-12 rooms for a period of five year with a provision for extension for further period as decided between parties and clause of termination with 3 months' notice any time during the currency of the lease:**

- 1.1 The NATIONAL ALUMINIUM COMPANY LTD (A Government of India Enterprises) was established in 1981 having its Regional Office at core -4, 5th floor Scope Minar laxmi Nagar New Delhi -110092 is seeking to lease transit accommodation of independent house having 10-12 rooms in south Delhi preferably Sarvpriya Vihar, Panchsheel Park, Uday park, Defense colony, Niti Bag, South Ex, Green Park, Safderjung Enclave and near metro stations on monthly rent basis.
- 1.2 To seek expression of interest proposal for hiring independent house/building/property from original owners/power of attorney holders of properties. The lease agreement will be for the period of 5 (five) years from the date of hire with a provision for extension for further period as decided between parties and clause of termination with three months' notice any time during the currency of the lease.
- Minimum 10-12 nos. of bedrooms with attached bathroom & toilet.
  - Wardrobes in all rooms.
  - All rooms with electrical fittings including fancy light in the rooms and fans. All bathrooms fitted with water heater (geysers), showers and good quality sanitary fittings etc.
  - Central sitting cum dining room and kitchen fitted with water heater (Geysers) etc.
  - Water storage facility sufficient for the premise, with 24 hrs availability.
  - Electrical load bearing capacity for general lighting, minimum for air conditioners/ room heater/Geysers for bathrooms/kitchen.

Note: -

- Detail of properties and address to be provided with contact details.
- A committee of senior officers of Nalco may visit the offered premises.
- Email address/Phone no/ mobile no of owners/power of attorney holders to be provided.
- All Corrigenda, addenda, amendments, time extensions to the EOI will be hosted on the NALCO's website and no separate notification shall be issued in the press. Prospective participants against the EOI are requested to visit the NALCO's website regularly to keep themselves updated
- Contact for any clarification at **EMAIL:[scrai@nalcoindia.co.in](mailto:scrai@nalcoindia.co.in)**
- NALCO reserve the rights to accept/reject any or all EoIs without assigning any reason thereof.

Interested owners / power of attorney holders of the properties having the above mentioned facilities may submit their expression of interest in sealed cover as per format in Annexure-I (enclosed) addressed to Assistant General Manager ( Admn), National Aluminum Company LTD, Core -4 ,5th Floor, Scope Minar Laxmi Nagar Delhi on or before 09.10.2017.

For National Aluminum Company Ltd

Assistant General Manager (Admn)

## Annexure-I

**EXPRESSION OF INTEREST (EOI) FORM**  
**EOI No. : NALCO/del/admin/1-2017 dated 26.09.2017**

To,

AGM(Admin.)  
 NALCO, Core-IV  
 5<sup>th</sup> Floor, SCOPE MINAR  
 Laxmi Nagar(Delhi)-110092

**Sub: Expression of Interest for hiring accommodation on lease at South Delhi for independent house/building having 10-12 rooms for a period of five year.**

Sir,

This offer is with reference to the advertisement released in the press / put up at NALCO website: [www.nalcoindia.com](http://www.nalcoindia.com) for hiring accommodation on lease at South Delhi for independent house/building having 10-12 rooms for a period of five year with a provision for extension for further period as decided between parties and clause of termination with 3 months' notice any time during the currency of the lease. The details of the premises offered are as under:

**DETAILS OF THE PREMISES OFFERED-**

| <b>DETAILS OF OWNER/POWER OF ATTORNEY HOLDER</b>  |  |
|---|--|
| Name:   |  |
| Address:  |  |
| Contact No.:  |  |
| E-mail ID:  |  |
| <b>DETAILS OF PROPERTY</b>  |  |
| Location & Address of the Building.   |  |
| Documents establishing ownership/Power of Attorney of the House.<br><br>(Enclose necessary proof/documents) |  |
| Certification from the owner that the property is free from all encumbrances.                               |  |
| Number of Rooms   |  |

Date:  
 Place:

(Signature of Owner/PoA Holder)  
 Name: