

Maharashtra Pollution Control Board

Office of –
The Member Secretary,
Maharashtra Pollution Control Board,
Kalpataru Point, 3rd Floor,
Opp Cine planet Cinema,
Sion Circle, Sion (E) ,
Mumbai -400 022

Requirement of Residential Premises on Lease basis

- 1) MPCB intends to procure 20 No's 2 BHK Residential Flats having of 650 Sq.ft to 750 Sq. ft. Carpet area of each unit from the individual/Govt./Private Firms/ Builders etc. on Lease basis which are in ready to occupy condition/under completion preferably in single building / premises. The location of the premises shall be near by 5 Kms radius from MPCB Sion Head Office.
- 2) The Property Should be preferably located in single building or single premises and age of its shall not exceed 25 Years.
- 3) The Property should have all necessary approvals.
- 4) The Property should be preferably ready to occupy immediately or within 3 months period.
- 5) At the time of possession the property should be vacant & not lease / sold to anyone else.
- 6) The property shouldn't have any kind of legal attachments or claims pending in the name of owner or subject property.
- 7) The premises should be in good and ready to occupy condition. The owners of the premises will have to hand over the possession of premises immediately after completion of procedure and execution of agreement.
- 8) The intending owner / Firm / Builder shall submit the application along with following documents-
 - a) All the legal documents including completion & occupation certificate copy of ownership, a set of plan sections, elevations and site plan of the premises dimension showing the detail main approach road, road on either side if any, and adjacent properties etc. around the properties.
 - b) Floor plan of premises offered along-with list of amenities / Furniture available.
 - c) A copy of the title investigation and serch report along with copies of title deed documents.
 - d) Photograph of building and premises showing relevant details.
- 9) All intending owner / lease holder requested to submit their expression of interest along-with duly filled in application with the relevant documents / information to the Executive Engineer office, at above address on or before 30th June 2019. The format of application can be download from Maharashtra Pollution Control Board's official website www.mpcb.gov.in
- 10) The short – listed vendors will be informed in writing about site inspection of the premises.
- 11) Canvassing in any form will disqualify the owner and their offers will not be considered.
- 12) Tenders from intermediaries or brokers will not be entertained.
- 13) The MPCB reserves the right to accept any or to reject any or all OFFERS at his sole discretion without assingning reasons thereof.

Plase :- Mumbai
Date :- 07/06/2019

sd/-
Member Secretary

FORMATE OF APPLICATION FOR LEASE OF PREMISES

From :-

To,
 The Member Secretary,
 Maharashtra Pollution Control Board,
 Kalpataru Point, 3rd Floor,
 Opp Cine planet Cinema,
 Sion Circle, Sion(E),
 Mumbai -400 022

Subject :- Expression of interest for lease of Residential Flats to MPCB.

Ref : No.
 Dear Sir,

With reference to your advertisement for residential Flats on lease basis, we submit herewith our expression of interest to offer for the same with following technical particulars / details for your consideration.

01	Full particulars of the legal owner of the premises	
a	Name	
b	Office Address	
c	Office telephone No.	
d	PAN No.	
e	Mobile No.	
f	E-mail address	
02	Property Details	
a	Complete Address and location of the building : 1. 2. 3.	
b	No. of floors 1. 2. 3.	
c	Details of Flats available / Offered (Nos / Floor etc.)	
d	Present Status (Completed / Under Completion)	
e	Carpet Area (Sq ft.) of each Type of Flats.	
f	Details of Covered / Open Parking.	
g	Type of flooring and details of amenities available.	
h	Availability and no. of lift	
i	Particulars of completion certificate	

j	Whether property offered is free from litigation including disputes in regard to ownership, pending taxes / dues or like.	
K	Details of land	
03	Availability of water supply :	
a	Municipal Tap	(Yes / No)
b	Borewell / Alternate source	(Yes / No)
04	Status of Electricity connection	
A	Separate Electrical Meter for each Flats provided	(Yes / No)
b	Whether electrical installation and fitting, power plugs, switches etc. provided	(Yes / No)
c	Availability of Provision for AC	(Yes / No)
d	Whether any power backup is available.	
05	Condition of the Building :	
06	Whether the project is registered with RERA	(Yes / No)
07	Other Approvals / NOC (PI specify)	(Yes / No)
08	List of documents attached :	<ol style="list-style-type: none"> 1. Drawing showing elevation/location / floor plans. 2. Photograph showing relevant details. 3. Copy of CC/OC /NOC etc. 4. Printed brochures of scheme
09	Any other information (Give Brief Details)	

Name of agency / firm : -

Signature :

Date :

Place :

Bid – 2 (in sealed envelop)

OFFER FORM

Sr. No.	Details	To be filled in by owner of premises
1	Total Flats Offered with carpet area of each flats.	
2	Rate / sqft of carpet area of each flats.(In Rupees)	
3	Total offered price of each flat (GST to be shown separately)	
4	a. Electricity Connection Charges. b. Development Charges, If any. c. Society Maintenance Charges. d. Stamp Duty Registration. e. Other Charges.	
5	Total offered rate of each flat including all charges and reserved parking.	
6	Validity of offered rates	

Yours faithfully,

Name & signature with stamp (if any)

Date :

Place :

- Note :-
- 1) Bid- 1 & Bid- 2 should be submitted in separate sealed envelop.
 - 2) Bid -2 will be opened of the oweners whose premises found suitable.
 - 3)The lowest offer will not necessarily be accepted. The rates offered shall be assessed on the basis of age of building / quality of constrtution amenities ect.
 - 4)The offer for one or more location and from one more bidder may be considered as per the requirement and availability.