

**Directorate Treasury, Pension & Entitlement,
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The Office of the Directorate Treasury, Pension & Entitlement,
invites applications for the following:-

Scanning and Digitization of Human Resources is a World Bank funded State Government Project. An office space of covered area approx 4000-6000 sq. ft. is needed within 5 km. of Secretariat for initially one year.

Application form and other terms & conditions can be downloaded from <https://ekosh.uk.gov.in/tenders> and must be submitted within 15 days of the publication date of this notice.

**Director
Treasury, Pension & Entitlement**

Application Form for Hiring of Rented Space

Name:

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Address:

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Mobile No.-.....

Covered Area of space to be rented out & Total
area:..... Whether semi
furnished.....

If yes how many rooms & toilets are there:-

How far is the building from main road & what is the width of connecting road :....

How many four wheelers & two wheelers can be Parked:.....

Ownership Proof:.....

Map or Site Plan:.....

Monthly Consolidated demand inclusion of all taxes except electricity
charges:..... (Both in words and figure)

Enclosure:-

Sign of Owner
Mobile No.-

Terms & Conditions for Hiring of Office Rent

1. The building should be Located within a radius of 5 KM from the Secretariate, Dehradun.
2. The building should have covered area of 4000-6000 sq. ft., with semi furnished (Fans, Tube light, led Bulb, Geysers etc.) space.
3. Minimum one hall to accommodate 20 Tables (Size 4'x6') & at least 2 Officers Room/Cabin with attached washrooms.
4. There should be separate Toilets for-Males/Females (At least 4 No.)
5. Should have parking space for at least 2 four wheelers and 08 two wheelers vehicles.
6. Electric wiring, plug, points etc. should be in working condition.
7. Owner will provide Ownership certificate & Site plan/Map.
8. Rent will be quoted on monthly basis inclusive of all taxes, excluding electricity charges.
9. The rent agreement will be for one year initially which may be extended on mutual consent.
10. Either party may terminate the contract by giving 2 months prior notice.
11. All disputes arising shall be subject to the jurisdiction of the appropriate court at Dehradun, India and will be governed by the laws of India