

# Cement Corporation of India Ltd.

Dated: 23.03.2022

**Subject: Office space is available for LEASE/RENT at Jaipur, Rajasthan.**

Cement Corporation of India Ltd. is a Govt. of India Enterprise under Ministry of Heavy Industries & Public Enterprises and having its **Corporate Office in the heart of New Delhi City** at Core-5, SCOPE Complex, 7 Lodhi Road, New Delhi – 110003, however it has a office space at Jaipur, Rajasthan, ready to be rented out.

**The Office Space admeasuring 875 sq. ft., is AVAILABLE to let out on lease/rent basis is situated at Nehru Place Commercial Complex, CF/02 First Floor, Tonk Road, Jaipur, Rajasthan, on the following terms & conditions:**

- The interested party shall be a registered company under the Companies Act and a profit-making organization, whose annual turnover for last 03 Financial Years i.e. 2018-19, 2019-20 & 2020-21, is more than ₹5Crore in each of the financial year. In case of Govt. Organizations/PSUs, the above clause related to turnover shall not be applicable. The private companies, participating in the bidding process, shall be profit-making organizations since last 05 years.
- The proposal for renting the said property, as per the terms & conditions given below, is to be submitted in the format (copy enclosed) and the following documents are to be signed and stamped and to be submitted in a sealed envelope:
  1. Copy of GST Registration Certificate.
  2. Copy of the PAN card of the company.
  3. Detailed Company Profile.
  4. Copy of foreign collaboration, if applicable.
  5. The Annual Turnover of the firm of bidder as per audited balance sheet for last 3 financial years.
  6. Reference from the Bankers indicating financial status of the company.
  7. MSME certificate with Udyog Adhar no. (for MSME Vendor).
- **The format and the documents, as mentioned above, are to be received via speed post/courier only, at the following address on or before 15.04.2022:**

**Manager (HR/Admin.),  
Cement Corporation of India Ltd.,  
Core No. 5, SCOPE Complex,  
7-Lodhi Road, New Delhi-110003.**

The 875 sq. ft. office space is ready to be refurbished based on the wishes of the tenant organization, abiding by some basic terms & conditions.

Interested parties may contact at the following:

**Email:- [cci\\_co@ccilttd.in](mailto:cci_co@ccilttd.in), [manojsinha@ccilttd.in](mailto:manojsinha@ccilttd.in)**

**Phone no.: 011-40047425 / 89201 53918**

**For Cement Corporation of India Ltd.**

**Manager (HR)**



**Cement Corporation of India Limited**  
(A Govt. of India Enterprise)

This form is to be filled-up with all the details of the Organization and the same is to be signed, stamped and sent to the address, as mentioned in the letter, in a sealed envelope via speed post/ordinary post only. Form sent through any other mode of communication such as email, by-hand delivery, etc. shall not be accepted.

Name of the Organization		
Address		
Mobile No.		
Landline no.		
Email Id		
Single Point of Contact (Name, designation & contact no.)		
Name and address of the Proprietor/Partners/Directors/C & MD (with mobile numbers & email id)		
Sl. No.	Particulars	Amount (₹)
1.	Rate of Rent per sq. ft.	₹ _____ / sq. ft. (excluding GST)
2.	Total rent for 875 sq. ft. area	₹ _____ (in fig.) Rupees _____ (in words)
3.	GST as applicable	

**Note:-**

- 1) In case any deviation in figures & words, the details given in words shall be considered.
- 2) The electricity charges/maintenance charges/other charges including GST, if any, are to be borne by the tenant organization, based on actuals.

**DECLARATION:-**

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case, any deviation is found in the above statement at any stage, I/We will be blacklisted and will not have any dealing with the Department in future.

Further, I declare that, I will ensure the payment of rent, electricity and other applicable maintenance charges within the time period as prescribed by CCI.

Signature of Authorised Signatory with date and seal of the Company

## **Terms & Conditions**

- 1.** The above mentioned property is to be rented out through a bidding process in which the participating parties shall be sending rate of rent in the prescribed format (draft enclosed) alongwith the other documents necessary, for validating their eligibility as per the draft terms & conditions, to Manager (HR). The property shall be rented out to the party who shall be fulfilling all the criteria with the highest offered rate of rent based on the recommendation of the committee.
- 2.** The Rent shall be increased 5% per year on the last rent paid. On the mutual consent of the Parties, the lease may be extended further for two years on the terms & conditions mentioned herein and the Rent shall be escalated @5% per year on the last Rent paid.
- 3.** Stamp Duty fee for registering the Lease/Rent Agreement under the proper authorities, shall be borne by THE LESSEE.
- 4.** That THE LESSEE hereby has to pay monthly rent for the said premises on or before the 10<sup>th</sup> of each English calendar month in advance.
- 5.** That THE LESSEE shall deposit six months' advance Rent with the LESSOR which shall be recovered in 12 equal monthly installments each, starting from the 1st month of Rent.
- 6.** That THE LESSEE agrees to pay all the existing and future taxes and levies demand / claimed / assessed / imposed / enforced by the Central/State Government or by any other local authority competent for the purpose and the same shall be payable extra over and above the aforesaid monthly Rent. However, the property Tax shall be paid by the LESSOR.
- 7.** That THE LESSEE shall make timely payment to CCI for the electricity charges, maintenance charges, etc., as per actual units consumed by the LESSEE.
- 8.** That THE LESSEE shall maintain the said premises at its own cost. The LESSEE shall also maintain all the fittings and fixtures and shall keep them in responsibly good condition. The cost of initial repairs, if any, to all the fixtures and fittings shall be borne by the LESSEE. Thereafter LESSEE shall be responsible for minor repairs such as water leakage, maintenance of electricity fittings ETC., as may be necessary to keep them in working condition. However, the major repair of any kind will be borne by the LESSOR. In case of fire or any other calamity, if any loss is caused to the building or to the said premises including the right of way, the maintenance of the same will be carried out by the LESSOR with no cost to LESSEE. The LESSEE shall not be liable for any damage to the said premises to force majeure events.
- 9.** That in the event of failure to pay the Rent on or before the 10th day of each English calendar month, the LESSEE shall be liable to pay the outstanding Rent with an interest @18% per annum. The right of LESSOR to claim interest shall be without prejudice to any right of LESSOR under the agreement or under any law.
- 10.** That this Lease/Rent agreement may be terminated by either of the parties during the currency of the lease period by giving three months' notice in writing. In case there is any default in the payment of rent or other dues by the LESSEE to the LESSOR for any two consecutive months or the LESSEE violates any other term and condition of this Agreement, the LESSOR shall be at liberty to terminate this Lease/Rent Agreement specifying the breach or omission committed by the LESSEE. The LESSEE may correct such default within the time specified in the notice, if any.

- 11.** That THE LESSEE shall use the said premises only for their office purposes and the LESSEE shall not carry out any major alterations and/or renovation of the said premises without the prior written permission of the LESSOR.
- 12.** If any major alteration and/or renovation work of the said premises is carried out by the LESSEE with the prior permission of the LESSOR, then the LESSEE shall abide by the following conditions:
  - a. The renovation/alteration works have to be carried out by the LESSEE at their own expenses.
  - b. Any loss or damage done to the said premises during the renovation/alteration works, the same has to be compensated to the LESSOR by the LESSEE.
  - c. The LESSOR has the right to stop the alteration/renovation works in whatever stage it may be, in case situation/requirement so arises or the alteration/renovation works are found to be unsuitable by CCI.
  - d. Once the renovation/alteration works are completed, and at the time of the LESSEE leaving the premises on the end of the tenure of this agreement, the LESSEE has to leave the premises without restoring the alterations/renovations i.e., all the renovations/alterations have to be left as it is.
  - e. The renovation/alteration works shall not cause any damage to the building.
- 13.** Subletting, assigning or otherwise parting with the possession of the whole or any part of the tenancy premises BY THE LESSEE, without obtaining the consent in writing of the LESSOR, is not permitted and if done, the same provides a ground for eviction of the LESSEE by the LESSOR.
- 14.** That THE LESSEE shall make all security arrangements in the said premises in connection with their official activities at its on cost and the LESSOR shall not be held responsible or liable for any lapse on the part of the LESSEE in this regard.
- 15.** That THE LESSEE shall permit the LESSOR or any of its authorized officer/s to enter upon the said premises for inspection and carry out any repair at ETC. at all reasonable times, without a prior notice.
- 16.** That any direction/order from the controlling Ministry/Department of the Government of India, Hon'ble courts or any Statutory Body affecting the Lease/Rent Agreement shall have overriding effect on this Lease/Rent Agreement, as may be directed.
- 17.** That after the expiry of this Lease/Rent Agreement of this Agreement is terminated by either side or in case this Agreement comes to an end for any reason whatsoever, the LESSEE shall immediately handover the vacant and peaceful possession of the said premises to the LESSOR and it official/s shall not be entitled to enter the premises except for removing its articles official/s records ETC lying in the said premises within 15 days of the expiry termination of this Agreement. The LESSOR shall have the absolute right to stop the use of the said premises by the LESSEE in such an event.
- 18.** That THE LESSEE shall make the payment of monthly Rent or other charges to be payable to the LESSOR through RTGS/INTERNET BANKING/NEFT to the Cement Corporat1on of India Ltd. i.e. the LESSOR by the 10<sup>th</sup> day of each English calendar month in advance and the LESSOR shall acknowledge and give valid receipt for each and every payment made by the LESSEE to the LESSOR.

**19.** That any/all dispute/s between the parties hereto relating to the said premises shall be settled amicably at the chief executive level. In case of non-resolution of the dispute/s as aforesaid and in the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be taken up by either party for resolution through AMRCD.

Subject to the aforesaid, the provisions of Indian Arbitration and Conciliation Act, 1996, and the rules made thereunder, as amended from time to time, shall be applicable to the Arbitration, if any. The Award of the Arbitrator shall be final and bring upon the parties hereto.

**20.** That THE LESSEE shall neither sublet or assign all or any part of the said premises nor permit any other person (excepting the agents and employees of the LESSEE) to occupy the said premises or any portion thereof, without the prior written consent of the LESSOR.

**21.** That this Agreement shall be subject to Indian Laws, Rules and Regulations as amended from time to time and the Courts at Delhi shall have jurisdiction only.

**22.** That each Party shall indemnify, defend and hold harmless the other Party from and against any and all claims, demands, liabilities, settlements, damages, cost, and expenses, including reasonable attorneys' fees and expenses, arising out of, or in any way connected with, any default, breach or negligent non-performance of this Agreement or any negligent act or omission on part of the indemnifying Party, its agents and employees arising out of this Agreement. Each Party shall provide prompt written notification to the other Party in the event an indemnification claim arises. The indemnified Party shall reasonably cooperate with the indemnifying Party at the indemnifying Party's expense.

**23. NOTICE:**

Form of notice: All notices demands and communications between the parties must be in writing and in English language.

Method of notice: The parties shall give all notices, demands and communication between the parties by (i) personal delivery (ii) first-class registered or certified mail, postage prepaid, return receipt requested. All notices, demands and communications shall be given at the address listed at the start of this AGREEMENT.

Receipt of notice: A notice, demand and communication given under this AGREEMENT will be effective on:

The order party's receipt of it, or

If mailed, on the earlier of the other party's receipt of it and the fifth Business day after mailing it.

(A notice, demand and communication given under this AGREEMENT shall be deemed to have been duly given upon receipt or refusal to accept receipt.)