

**DREDGING CORPORATION OF INDIA LIMITED**  
**CORPORATE OFFICE, HB COLONY, SEETHAMMADHARA**  
**VISAKHAPATNAM – 530022**

## **ADVERTISEMENT**

### **PREMISES AVAILABLE ON LEASE/RENT**

Dredging Corporation of India Ltd. invites sealed quotation for our premises at HB Colony, Seethammadhara, Visakhapatnam – 530022 on lease/rental basis for Commercial / Office use. This premise is equipped with all basic amenities and ready for possession / occupation. The format for submission of the bid (**Annexure-A and Annexure-B**) can be downloaded from D C I website <https://dredge-india.com> Downloading of documents shall be carried out strictly as provided by DCI and no addition, editing, deletion of matter shall be permitted. If such action is observed at any stage, such parties will not be considered and will be rejected.

Parties shall furnish the **Pre-bid EMD of Rs.20,000/-** through online transfer into Dredging Corporation of India Limited, Current Account No: 35833070000014, IFSC/RTGS CODE: CNRB0013583, BANK NAME: CANARA BANK, BRANCH NAME: DCI LTD, Visakhapatnam-530035.

Parties can submit their bids by first week of every month and same will be evaluated and finalized in next three weeks of the month and this cycle will continue till the vacant spaces are leased out. The DCI reserves the right to accept or reject any offer without assigning any reasons. No Brokerage shall be entertained.

Further instructions are given in the tender document.

HOD (HR)

## APPLICATION FOR LEASE

SL.NO.	PARTICULARS	RESPONSE/ANSWERS
01)	Name of the Applicant	
02)	Address	
03)	Name of the Authorized person With contact number (Designation & with authority to negotiate)	
04)	In case of Individuals: a) Identity proof b) Address proof c) PAN card copy d) Bank Account details e) Nature / details of business f) Copies of Income Tax returns for the last 3 years g) GST Regd No. h) Particulars of Last Premises occupied.	
05)	In case of Company / Partnership firms: a) Full particulars of business b) Copies of trade license: c) Partnership deed / Memorandum of articles of association: d) Copy of last 3 years audited balance sheet & Income tax returns: e) GST Regd No. f) Particulars of Last Premises occupied.	
06)	Area in <b>sqft</b> required	
	Floor opted	
07)	Basic Rent quoted per <b>Sq.Ft.</b> Annexure B – exclusive of GST ( All proportionate taxes and charges to be borne by the Lessee on actual basis)	
08)	Purpose for which the premises is to be utilized	
09)	Electrical Load required	
10)	Any other requirements / information	
11)	Particulars of family members or relatives working in DCI.	

I/We are hereby declare the particulars furnished by me/us in the application are correct and that I/We have not concealed or misrepresented any fact in it.

**SIGNATURE OF AUTHORISED PERSON  
WITH SEAL**

**ANNEXURE – B**

**AREA STATEMENT OF DCI NEW BUILDING:**

LOT NO.	FLOOR	LOT N M	TOTAL AREA IN SFT	VACANCY
1	GROUND FLOOR	NORTH WING	2288	VACANT
		WEST WING	2415	OCCUPIED
2		ROOM NO. 1	845	VACANT
3		ROOM NO. 2	853	OCCUPIED
4	FIRST FLOOR	ROOM NO. 3	638	VACANT
5		NORTH WING	2246	OCCUPIED
6		WEST WING ROOM NO. 1	1761	VACANT FURNISHED
7		WEST WING ROOM NO. 2	2280	VACANT
8	WEST WING ROOM NO. 3	921	VACANT	
9	FOURTH FLOOR	NORTH WING	4152	OCCUPIED
10		EAST	6385	OCCUPIED
11		WEST WING	5553	OCCUPIED

**OFFER FORM**

LOT NO.	FLOOR	LOT NAME	TOTAL AREA IN SFT	APPLICANTS OFFER OF MONTHLY BASIC RENT PER SQ.FT.
1	GROUND FLOOR	NORTH WING	2288	
		WEST WING	2415	OCCUPIED
2		ROOM NO. 1	845	
3		ROOM NO. 2	853	OCCUPIED
4	FIRST FLOOR	ROOM NO. 3	638	
5		NORTH WING	2246	OCCUPIED
6		WEST WING ROOM NO. 1	1761	
7		WEST WING ROOM NO. 2	2280	
8	WEST WING ROOM NO. 3	921		
9	FOURTH FLOOR	NORTH WING	4152	OCCUPIED
10		EAST WING	6385	OCCUPIED
11		WEST WING	5553	OCCUPIED

- ``RESERVE PRICE per Sq.ft is **Rs. 75/-** exclusive of GST for ground and first floor and **Rs.70/-** for fourth floor ``(all proportionate taxes and charges to be borne by Lessee on actual basis) Registration of Lease Deed Agreement charges will be borne by Lessee

I / We are hereby agree/ accept for the final decision taken by DCIL.

I / We are hereby agree/ accept that we have not offered any considerations to any of the employees of DCIL to influence process or its outcome.

**SIGNATURE OF AUTHORISED PERSON  
WITH SEAL**

**TECHNICAL & OTHER DETAILS OF DCI NEW CORPORATE BUILDING**

SL NO	PARTICULARS	DESCRIPTION
1.	Location of premises	DCI Corporate Office HB Colony, Visakhapatnam-530022.
2	Ownership of the Land	Owned by DCI
3	Area offered on lease	Floor wise details given in Advertisement & Annexure B
4	Monthly Rent	Basic Rent per sq.ft is to be quoted with reference to reserved basic rent fixed by DCI.
5	Property tax	Property tax to be borne by DCI
6	Common services like Lift Maintenance, Lobby cleaning, Wash room maintenance ,CC Cameras& Building security	All tenants to form a consortium For common services to share at actual on pro rate basis(per Sft) Presently @3/- per Sqft including GST
7	Electricity	Lessee account only (Sub meter will be provided)
8	Stamp duty/Registration	To be borne by lessee. Execution of standard lease proforma of DCI
9	Possession	On execution of lease deed on Standard lease proforma of DCI.
10	Rent Deposit & Rent escalation	An amount equal to 6 months rent is to be paid as interest free rent deposit to be refunded only on expiry of Lease / Termination of Lease subject to adjustments, if any. Rent escalation 10% annually.
11	Allotment Preference	Preference will be given to Govt and PSU undertakings both state and Central, GIC, Nationalized Banks and similar reputed institutions.

12	Other Terms & Conditions	<p><b>a)</b> The space will be let out on as is where is basis and any internal alterations to be made at the cost of the lessee after obtaining due Permission from DCI.</p> <p><b>b)</b> Lease deed to be executed as per DCI's standard lease agreement.</p>
13	Parking & generator space	Will be provided as per availability .Additional car parking per car will be provided on payment Rs.6000/- per month inclusive of tax/GST if available. Generator space if provided by DCI will be on additional charge @ Rs.40/-sqft(incl.GST)
14	AC Charge Measurement	Separate BTU meter will be provided and the charge has to be paid as per Meter reading and charges will be fixed separately.
15	Sub-let out	Sub-let out is strictly not allowed and anything came to the notice of DCI necessary legal action will be initiated

The technical details and other particulars of the premises for which are inviting the applications for letting out on lease in the enclosed offer form. Kindly submit **Annexure A and Annexure B** in a sealed envelope on super scribing "Offer for Vacant space in DCI Corporate Building" to the following address:

HOD (HR)  
Dredging Corporation of India Limited,  
Corporate Office, Visakhapatnam-530022.

For more details, please contact below mentioned individuals:

- 1) Jt. Manager (HR) - [tsudheer@dcil.co.in](mailto:tsudheer@dcil.co.in) (9949825216)

HOD (HR)