

REQUIREMENTS FOR HIRING OF FULLY FURNISHED OFFICE SPACE FOR BHEL/PEM

BHEL a Navratna PSU intends to hire furnished office space on monthly rental lease for its division of Projects Engineering Management (PEM) within 3 Kms of the existing BHEL offices in Sector 16A NOIDA.

Period of Lease

The period of lease will be 2 years extendable on quarterly basis on mutual agreement.

Requirements

The following are the main requirements:

1. The space required is for an engineering & design office to seat approx 125 employees. Each employee will have separate workstation.
2. The approximate carpet area required is 15000 sq ft in preferably 1 floor and in any case not exceeding 2 floors.
3. The area should be fully furnished with Standard Godrej modules of office furniture of the type available with PEM in its existing office. Furniture of the equivalent make & quality can be accepted subject to approval. **Intending bidders to visit the office and fully assess and understand the requirements.**
4. In addition the above for the senior personnel cabins as in the existing office will have to be provided. Also conference/meeting rooms with furniture will have to be provided.
5. The area should be centrally air-conditioned.
6. There should be sufficient space for parking of cars and two wheelers.
7. There should be concealed wiring for power supply, LAN connections & telephone connections upto the respective workstations.
8. The area should have adequate Power Backup to provide for the entire normal load.
9. The area should have Fire Fighting Equipments.
10. There should be availability of potable water.
11. The area should have adequate number of toilets for 125 employees. There should be separate ladies and gents toilets.

12. The bidder shall carry out all required and necessary interior work.

13. No brokerage, agency charges, service charges will be paid by BHEL.

Correspondence, agreements will be held directly with the owner/lesser.

The area shall be handed over to BHEL/PEM in complete readiness to occupy and start its operations immediately on finalization of the contract.