



**Maharashtra State Power Generation Company**

**Office of**

**The Chief Engineer (RE-Projects)**

MSEB Administrative Building, 1<sup>ST</sup> Floor, 925, KasbaPeth, Pune-411011  
Tel.No.020-29527887

[Email: cespigdprojpune@mahagenco.in](mailto:cespgdprojpune@mahagenco.in)

Ref No. : CE (RE-P)/Pune/EOI/

**EXPRESSION OF INTEREST FOR HIRING OF OFFICE PREMISES IN PUNE**

MSPGCL intends to take on lease office premises admeasuring about sqft to 5000 sqft area from the reputed builders / developers/ owners which are in ready to occupy condition/ under completion located within a radius of 10 Km (approx) from Shivajinagar Railway Station. For complete details please long on to “[www.mahagenco.in](http://www.mahagenco.in)”.

**Sd/-**

**Chief Engineer(RE-P)- Pune**



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**Ref No. : CE (RE-P)/Pune/EOI/**

### **Hiring of office premises in Pune**

- 1) MSPGCL intends to take on lease office premises admeasuring about 5000 sqft area from the reputed builders / developers/ owners which are in ready to occupy condition/ under completion located within a radius of 10 Km (approx) from Shivajinagar Railway Station. For complete details please long on to "[www.mahagenco.in](http://www.mahagenco.in)".
- 2) The Property should be situated in good developed area of the city with good surroundings and proximity to public amenities like Railway/metro stations, bus stop, banks, markets, hospitals, etc. , preferably on single floor in the multi storied /high rise building.
- 3) The premises shall be preferably freehold.
- 4) The premises offered should be in good and ready to occupy condition / under completion. The owners of the premises will have to hand over the possession of ready to occupy premises within 15 days after the acceptance of their offer by the department / within the agreed date of handing over the possession of premises.
- 5) Offers received from Government Bodies / Public Sector Undertakings / State Housing Boards etc. would be given Preference. The property shouldn't have any kind of legal attachment or claims pending in the name of the owner or subject property at the time of bidding
- 6) **Parking:** The owner shall provide at-least 5 dedicated car parking (Open/Covered) in the premises and same shall be mentioned in the expression of interest.
- 7) The intending Builder/developers/owner shall submit the application along-with project details including site plan of the premises offered showing the details dimensions, main approach road ,Floor plan of premises offered along-with list of amenities /furniture available.
- 8) The short-listed vendors will be informed in writing by the Company for arranging site inspection of the offered premises.

- 9) Canvassing in any form will disqualify the owner and their offers will not be considered..
- 10) EOI from intermediaries or brokers will not be entertained.
- 11) The MSPGCL reserves the right to accept any or to reject any or all OFFERS at his sole discretion without assigning reasons thereof.
- 12) The EOI shall be submitted as under:

**(A) Sealed Envelope – 1 :**

Application in prescribed format ( Form-I) along with copies of the authentic supporting documents/photographs super-scribing on top  
**“Expression of Interest for leasing office premises to Mahagenco at ....., Pune - .....**

**(B) Sealed Envelope – 2**

Financial Bid (To be submitted in Separate Envelope) in prescribed format

- 13) All intending Builder/developers / Govt bodies/Owners are requested to submit their expression of interest along-with duly filled in application with the relevant documents/ information and financial bid in two separate sealed envelope at the following address so as to reach this office on or before **15<sup>th</sup> OCT - 2025:-**

Sd/-

**Chief Engineer (RE-Project)**

**Place:-Pune**

**Date.:-**

**FORMAT OF APPLICATION**  
**( In Sealed Envelope No. 1 )**

**To,**

**The Chief Engineer (RE-Projects)**

MSEB Administrative Building,

1<sup>ST</sup> Floor, 925, KasbaPeth, Pune-411011

**Subject :** Expression of interest for leasing office premises to MSPGCL

Ref : **Ref No. : CE (RE-P)/Pune/EOI/**

Dear Sir,

With reference to your advertisement for hiring of office premises, we submit herewith our expression of interest to offer for the same with following technical particulars/details for your consideration. The premises is located at.....on .....floor of..... Building , within.....km from Shivajinagar railway Station.

01 :	Full particulars of the legal owner of the premises:	
a.	Name	
b.	Office Address & Telephone No.	
c.	Mobile No	
d.	E-mail address	
02	Property details	
a.	Complete Address and location of the premises:	
b.	No. of buildings in the premises	
c.	Total no of floors	
d.	Carpet area of available (Sqft)	
e.	Carpet area offered (sqft)	
f.	Dedicated Covered/ Open Parking available and offered	
g.	Details of amenities available	
h.	Availability and no of lift	
i.	Status of occupation certificate	
j.	Whether premises offered is free from litigation including disputes in regard to ownership, pending taxes / dues or like .	
03	Availability of water supply	
a.	Municipal Tap	: (Yes / No)
b.	Borewell	: (Yes / No)
04	Electricity connection	: ( Yes / No )
a.	Whether electrical installation	: ( Yes / No )

	and fitting, power plugs, switches etc. provided	
b.	Availability of separate meter:	: (Yes / No)
c.	Whether any power backup is available? Specify the capacity (load).	
d	Air Conditioning System	: (Yes / No) If Yes , Pl specify in detail
e	Furniture /Unfurnished	Pl specify in detail
05	Condition Of the Building : (Mention year of construction and present condition)	
06	Details of Fire Safety Mechanism, if any :	
07	List of documents attached	1) 2) 3) 4)
08	Photographs	1) Pl attach photographs of offered building / premises and amenities
08	Any other information. (Give brief details)	

**Yours faithfully,**

**Name & signature with stamp (if any)**

**Date :**

**Place :**

**Envelope - 2**

FINANCIAL PROPOSAL SUBMISSION FORM

[Location] [Date]

To

**The Chief Engineer (RE-Projects)**

MSEB Administrative Building, 1<sup>ST</sup> Floor, 925,  
KasbaPeth, Pune-411011

Dear Sir,

**Subject:** Expression of Interest for Leasing of office premises to Mahagenco at Pune

Ref No. : CE (RE-P)/Pune/EOI/

We, the undersigned, offer to provide the on lease office premises in accordance with your requirement and details covered in our application form ( Form-1) .

Our attached financial proposal is for the sum of (amount(s) in words and figures exclusive of GST).

Our financial proposal shall be binding upon us subject to the modifications resulting from arithmetic correction, if any, up to expiration of the validity period of the proposal, i.e. [date].

We understand you are not bound to accept any proposal you receive.

We remain, Yours sincerely,

Authorized Signature [In full and initials]: Name and Title of Signatory:  
Name of Firm: Address:

## Envelope -2

### FORM II-: FINANCIAL BID

The financial bid shall be submitted in separate sealed envelope ( Marked as Cover-2) super scribing **“Financial bid for leasing of office premises in Pune to Mahagenco”**.

**Subject:** Expression of Interest for Leasing of office premises to Mahagenco at Pune

Ref No. : CE (RE-P)/Pune/EOI/

1	Total Built up area offered in Sqft	.....
2	Rental Charges per Sqft per month (Rs)	.....
3	Total Monthly Rent (Rs)	.....
4	Monthly Rent In words	.....

**Note :**

- a. The built up area in approved MCGM drawings shall be considered for consultancy fees.
- b. The rates quoted shall be inclusive of Municipal Taxes , Society maintenance and levies but excluding GST.
- b. The lease period shall be 5 years with lock in period of 2 years . The lease rent will be firm during lease period and no increase/ escalation will be applicable.
- e. The Income tax shall be deducted from monthly lease rent as per prevailing income tax rules.

Name and address of the Owner (s)

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