

NDF EOI Document & Format for Hiring Kashmir office

About NDF: National Development Foundation NDF is a reputed Civil Society Organisation with its Head office at Ram Janki Enclave, Udheywala, Jammu, J&K. The organisation closely works with the Government and Communities to develop and empower children, youth, and women. To learn more about the National Development Foundation, visit our website, **ndf.net.in**.

About EOI: The National Development Foundation invites EOI to hire a building in Srinagar, Kashmir, for its office initially for 5 years strictly as per the contract to be signed with the owner of the selected building. The preferred areas are Airport Road, Friends Colony, Peer Bagh, Sanat Nagar, Hyderpora, Shivpora, Ram Munshi Bagh etc. The rent of the building, i.e. The parties can bid up to Rs. 50,000 per month. The electricity bills up to Rs. 5000 can be added in addition to the bid amount. The furnished or semi-furnished or other with a constructed area of nearly or above 2000 sq. ft. can bid. The building must have adequate parking, open space and lawn. It should have a proper boundary wall and a gate. The constructed area should be at a reasonable distance from the main entrance. The building should be clean and white-washed at the time of handover.

Selection of building: The NDF committee will visit the shortlisted buildings and will finalise one based on the selection criteria mentioned above.

Bidding Process: Interested parties can fill out the following bid form and submit it to admin@ndf.org.in and on WhatsApp No. +91 8491070082, along with photographs, short videos, and a map of the building. After selecting the building, the owner shall submit evidence of ownership before finalising the contract with the NDF.

Bid Format

1. Owner or Authorised Representative: _____
2. Owner's Name: _____
3. Owner's Address: _____
_____ Mob. No.: _____
4. Representative Name if owner is not bidding directly: _____
_____ Mob. No. _____
5. Complete Address of the building to be rented out: _____

6. Details of building as per EOI: _____

7. Proposed Rent: Rs. _____ (Per Month)
8. Are you ready for a contract of 5 years (Yes/No): _____
9. Have you shared video and photographs of the building on email id admin@ndf.org.in and WhatsApp No.: 8491070082. State Yes or No.: _____

I hereby declare that the above information is accurate and correct. The proposed building is free from any dispute and constructed under government norms, and I am the owner / authorised representative to rent it out and execute an agreement for the same.

Signature: _____

Name: _____

Parentage: _____

Occupation: _____

Address: _____
