

INVITATION OF OFFERS FOR LEAVE & LICENCE AGREEMENT

National Institute of Secondary Steel Technology (NISST) invites **sealed offers** from interested educational institutions, coaching institutes, companies, firms, corporate entities and other eligible organizations for taking the following office premises on **Leave & Licence basis**.

Details of the Premises

Location:

Hall Nos. 1, 2, 3 & 4,
First Floor, MHADA Complex,
Opposite RBI Quarters,
Amravati Road,
Telankhedi,
Nagpur – 440010

Built-up Area: Approximately **2315 Sq. Ft.**

Purpose: Non-residential Office / Educational / Institutional / Commercial activities permissible under applicable laws.

Important Terms & Conditions

1. The Leave & Licence Agreement shall ordinarily be executed for a period of **36 months**.
2. **Reserve Licence Fee: Rs.1,00,000/- (Rupees One Lakh only) per month plus applicable GST.**
3. Licence fee shall be payable monthly in advance.
4. Security Deposit shall **not be less than Rs.5,00,000/- (Rupees Five Lakh only)**.
5. Licence fee shall be subject to an annual escalation of **not less than 5%**.
6. **Furniture & Fixtures:** Existing furniture and fixtures shall be provided on "**As is where is**" basis details of which are given below

Sr No.	Item	Number of Units
1	Fan	13
2	Sofa	5
3	Table	6
4	Chair	26

5	Cupboard	3
6	Other	5
7	Toilets with fittings & fixtures	4
8	Cabins	2
9	Notice Boards	2
10	Black Boards	3
11	Fire Extinguishers	3
12	Granite Top Table	1

7. The successful applicant shall furnish post-dated cheques for each year or such payment security as may be prescribed by NISST.
8. Stamp duty, registration charges and all incidental expenses shall be borne by the successful applicant.
9. The premises shall be used only for lawful non-residential purposes.
10. Subletting, assignment, transfer of possession or permitting occupation by any third party shall not be permitted without prior written approval of NISST.
11. The Licensor by giving notice in writing of one month may terminate the leave & licence agreement without liability except refund of refundable security deposit after adjustment of dues. The Licensee too will have the right to vacate the said premises by giving a notice in writing of one month to the Licensor.
12. The successful applicant shall execute a registered Leave & Licence Agreement on terms and conditions prescribed by NISST.

Inspection of Premises

The premises may be inspected **during office hours on all working days** after prior coordination with the authorized representative of NISST.

Submission of Offers

- 1) Interested parties may submit their sealed offers in a superscribed envelope marked:
- 2) **"Offer for Leave & Licence of NISST Premises at Nagpur"**

- 3) The offer should contain:
- 4) Name and address of the applicant.
- 5) PAN/GST details.
- 6) Proposed activity.
- 7) Monthly licence fee offered.
- 8) Acceptance of all terms and conditions.
- 9) Contact details.
- 10) The offers should reach the following address on or before 3:00PM of 21st August 2026

The Director

National Institute of Secondary Steel Technology
Post Box 92, G.T. Road, Sirhind Side
Mandi Gobindgarh – 147301
Punjab

Interested parties can also submit their offers in the form of **password protected file** to e-mail id admin@nisst.org with subject marked as

"Offer for Leave & Licence of NISST Premises at Nagpur"

The password of the offer file may be sent through e-mail on 21st August 2026 at 3:00 PM

General Conditions

1. NISST reserves the right to accept or reject any or all offers without assigning any reason.
2. Mere submission of an offer shall not confer any right upon any applicant.
3. NISST reserves the right to negotiate with the highest eligible bidder, if considered necessary in the interest of the Institute.
4. NISST may withdraw or modify this Notice Inviting Offers at any stage without assigning any reason.
5. The decision of NISST shall be final and binding on all applicants.

The Director

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Post Box 92, G.T. Road, Sirhind Side
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