

No:-HSR-H-FSSA-General/1011/2020- 3987-(A&C)
Directorate of Health Safety & Regulation,
Himachal Pradesh, Shimla-2

"NOTICE FOR HIRING OFFICE ACCOMMODATIONS" 2026

Sealed quotations are hereby invited from interested owners/landlords for hiring suitable office accommodation for the office of the Assistant Commissioner (Food Safety), MC Shimla, located in and around Chhota Shimla within the jurisdiction of Municipal Corporation Shimla.

Details of Accommodation Required:-

- **Location:** In and around Chhota Shimla within MC Shimla limits
- **Required Carpet Area:** Approximately upto 500 sq. ft.
- **Purpose:** Office Accommodation for the Office of the Assistant Commissioner (Food Safety), MC Shimla .
- The offered premises/accommodation should preferably be situated at an easily accessible location with adequate basic civic amenities such as electricity, water supply, sanitation, parking space, and proper road connectivity. The building should be structurally sound and suitable for office use.

Submission of Quotations:-

Interested parties may submit their sealed quotations alongwith all required documents addressed to the undersigned as per Annexure-A (enclosed) so as to reach this office on or before 11.09.2026 upto 11:00 AM shall be opened at 12:30 PM. The quotations shall be opened on the same day in the chamber of the undersigned in the presence of the tenderers or their authorized representatives who-so-ever would like to be present. The tender document can be obtained on any working day w.e.f. 29.08.2026 to 10.09.2026 or may download from the official website of DHSR.

The envelope containing the quotation should be superscribed as:

"Quotation for Hiring of Office Accommodation"

Documents Required

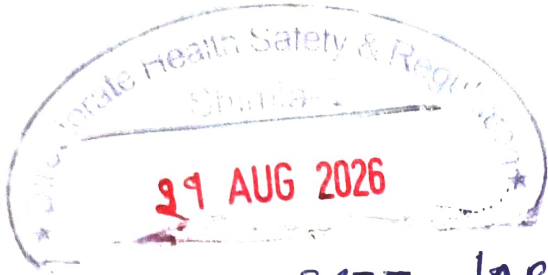
The quotation must be accompanied by self-attested copies of the following documents:-

1. Aadhar Card of owner.
2. Pan Card.
3. No Objection Certificate (NOC) for installation of a separate electricity meter.
4. No Objection Certificate (NOC) for installation of a separate water meter.
5. Garbage ID issued by Municipal Corporation Shimla for collection of garbage through SEHB Society.
6. Proof of ownership of the property (copy of Jamabandi/registry/lease deed, etc.).
7. Any other relevant document supporting suitability of the premises.

Terms and Conditions

1. The premises offered should be free from all encumbrances, disputes, and litigation.
2. The landlord shall ensure uninterrupted supply of electricity and water.
3. The premises should conform to all applicable municipal and safety regulations.

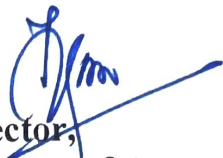
4. The rent shall be negotiated / finalized as per prevailing government norms and approval of the competent authority.
5. The successful bidder shall execute a rent agreement on mutually agreed terms and conditions.
6. The undersigned reserves the right to inspect the premises before finalization.
7. The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.

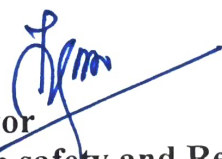


Endst.No- As above. -3987-(B.B.C)

Copy to:-

1. The Notice Board, DHSR, HP Shimla.
2. The Notice Board, ISBT, Shimla.
3. The Notice Board, MC Shimla.


Director,
Health safety and Regulations,
HP, Shimla-2
Dated:- Shimla-2, the


Director
Health safety and Regulations,
HP, Shimla-2
Dated:- Shimla-2, the

“FINANCIAL BID FORM”

(To be filled by the tenderer in blue/black pen as clearly legible and without any cutting/ overwriting and without application of correction fluid. To be submitted in separate envelop).

I _____ S/O or D/O or W/o _____
 residents of _____ do hereby offer
 my property situated at _____.

Brief Description of Property along with address	Total Carpet (Sq.Feet)	Total Monthly rent	
		In words	In figures

Note:-

1. The rent quoted should be in conformity with the prevailing market rate and shall be negotiable.
2. Lowest bidder shall be decided based on the total amount quoted in above format. No other charges shall be considered in deciding lowest bidder.
3. Quoted amount should include all types of taxes as applicable from time to time.

Signature _____

Name _____

Address _____

Contact No _____