

ADMINISTRATIVE MEDICAL OFFICER
Maharashtra State Employees Insurance Society
38 A, Crystal Plaza, 4 th Floor, Tarabai Park, Kolhapur-416003
Email- establish.kop@gmail.com

ACCOMMODATION REQUIRED FOR MH-ESIS DISPENSARY AT HATKANAGLAE, KAWATHE MAHANKAL, ISHWARPUR(ISLAMPUR), WATHAR, MADHA, JAYSINGPUR, PANHALA, KARAD, MAHABALESHWAR

Competent Authority, Administrative Medical Officer, Maharashtra Employees' State Insurance Society, Kolhapur invites EOI for hiring of dispensary premises having area as follows. excluding parking, lift, corridors, common area, balcony, lobbies etc. Details of the Location and required area are mentioned below.

Sr. No	Place	Taluka	Max. area up to (Sq. ft)	Actual required area (Sq. ft)
1	HATKANGALE	TA.HATKANGALE DISTRICT KOLHAPUR, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
2	KAWTHE MAHANKAL	KAWTHE MAHANKAL DISTRICT SANGLI MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
3	ISWARPUR (ISLAMPUR)	ISLAMPUR MIDC DISTRICT SANGLI MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
4	WATHAR	HATKANANGLE DISTRICT KOLHAPUR, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
5	MADHA	MADHA DISTRICT SOLAPUR, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
6	JAYSINGPUR	SHIROL DISTRICT KOLHAPUR, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
7	PANHALA	PANHALA DISTRICT KOLHAPUR, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.

8	MAHABALESHWAR	MAHABALESHWAR DISTRICT SATARA, MAHARASHTRA	Upto 1600 Sq.Ft.	Upto 1600 Sq.Ft.
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Accommodation must be on ground floor. Applications are to be submitted in the prescribed Proforma. Applications for previously rejected places will not be considered.

SCHEDULE OF EOI:

Interested owners of premises may submit duly filled and signed Prescribed Proforma in two envelopes, one for technical bid and other for financial bid. Please clearly write on envelopes - (envelop for technical bid or for financial bid). Both envelopes should be enclosed in a sealed big envelope along with self-attested Xerox copies of all the relevant required documents. The big envelope must be superscribed with the words “Offer for Hiring of Premises for MH-ESIS ----- (name of offered site)” and must reach by post or by hand before 02.03.2026 up to 5.00 PM to following address.

**“Administrative Medical Officer,
Maharashtra State Employees Insurance Society,
38 A, 4th Floor, Crystal Plaza,
Tarabai Park, Kolhapur-416003”**

Applications received after due date & time will not be considered in any circumstances. **Technical bids will be opened on 05.03.2026 at 12.00 noon in this office. Interested owners or their authorized representatives may be present at the time of opening of bids.**

General Terms & Conditions: -

1. Building / Land should not be disputed, free from legal encumbrances and should be with clear title. Interested owners will have to certify this.
2. After opening of the technical bid, physical inspection of the premises will be carried out by a designated committee to verify whether the offer complies with the needs of the MH-ESIS. Only those bidders who qualify in technical bid will be considered for financial bid.
3. Sufficient parking space must be available.
4. Proximity to Auto / Tempo / Rickshaw / Bus Stop.
5. At least Two Toilets for each premises with washbasin facility must be available.
6. The property should have 24 hours electricity supply. separate electric meter should be installed exclusively for the use of MH-ESIS disp, with proper earthing for proper electric load. Availability of power back-up, generator will be an added advantage.
7. The owner shall permit MH-ESIS to install satellite dishes/communication towers/ data cable etc., without demur or additional charges, as deemed necessary for facilitating telecommunications as also installation of power generating/amplifying devices including but not restricted to Power transformers, Power Generators etc. as well as placing of MH-ESIS sign boards, hoardings/publicity materials, ACs etc. for its working activities and the owner/landlord will have no objection of any kind whatsoever and shall not claim any compensation or additional rent.
8. 24 hours water facility must be available.
9. Sufficient waiting area for visitors must be available.

10. If any internal modification is required to start dispensary, the same is to be done by the owner at his own cost.
11. The premises offered should have all construction approval/clearances as may be necessary from all Central/State Government and local authorities and should be legally free from all encumbrances.
12. Painting of the premises and painting or polishing of all doors, windows, ventilators, grills etc. as may be desired by AMO, Kolapur will be carried out by the owner/landlord once in Three years within the lease period and also before handing over of possession. In case the owner/landlord fails to do so, AMO, kolhapur shall have the right to arrange it at the cost of the owner/landlord and deduct the amount from the rent payable or that may become payable, or otherwise recover from the owner/landlord.
13. The owner /landlord has to construct aluminium partitions | cabins | chambers, stationery |record room, rest room, toilets etc., as per MH-ESIS requirement at his own cost before handing over possession to the MH-ESI Society.
14. Monthly rent (excluding all taxes) must be furnished clearly in the prescribed application form, otherwise the bid may be rejected.
15. The premises offered should be in ready condition and the owner of the premises will have to hand over the possession of premises within 30 days of acceptance of the offer by the Competent Authority positively.
16. Electricity charges and water charges shall be paid by MH-ESIS or if required by landlord which shall be reimbursed by MH-ESIS.
17. All statutory dues on building/ Land including property taxes to be paid as decided.
18. Payment of rent shall be made after end of month after deducting the taxes (TDS on Income tax and GST) as applicable from time-to-time. Rent shall be payable by MH-ESIS from the date of possession of the building.
19. No Advance rent/deposit will be paid by the MH-ESIS to the owner offering the premises.
20. The Selected Offeror's shall enter into a proper and valid Leave and licence agreement with MH-ESIS. The registration charges, for leave and licence shall be equally divided between the landlord and AMO, MH-ESIS on 50% basis. The original copy of the lease document shall be retained by the lease.
21. The MH-ESIS at any time during the leave and licence Period/extended leave and licence Period may make temporary alterations like partitions, office fixtures and fittings to suit office requirement.
22. During the period of lease agreement, the owner/landlord shall not transfer, mortgage, sell or otherwise create any interest in the premises leased to the AMO, MH-ESIS with any party affecting MH-ESIS right of occupation and any of the terms of the lease without the written consent of MH-ESIS.
23. The Competent Authority, AMO, MH-ESIS Kolhapur has the right to accept or reject any application or cancel this process at any stage without furnishing any reasons and reserves the right to amend these terms and conditions as it may deem necessary. Participation in the EOI process does not entail the offerers any commitment from AMO OFFICE. The MH-ESIS will not be liable for any damage/loss caused to the offerers during the EOI process and before signing of the contract.

24. If required number of technical bids are not received in stipulated period for specific site, then this advertisement for this site will be extended for one-week upto 09.03.2026 and extended bid will be opened on 10.03.2026 at 12.00 noon.

Competent Authority

AMO, MH-ESIS

A handwritten signature in blue ink, appearing to read 'M. S. K. S.', is written over a horizontal line.

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ANNEXURE-I (TECHNICAL BID)

**OFFER OF PREMISES FOR DISPENSARY AT HATKANAGLAE, KAWATHE MAHANKAL,
ISWARPUR (ISLAMPUR), WATHAR, MADHA, JAYSINGPUR, PANHALA, KARAD,
MAHABALESHWAR**

Sr. No	Description	
1	Name of the Person/Party holding title to the property (herein after referred to as the owner)	
2	Permanent Account Number (PAN)	
3	Contact details of the owner	
a	Complete Postal Address	
b	Telephone / Mobile number	
c	E-mail id	
4	Details of property offered	
a	Location & Address of the property	
b	Usage of properties as approved by the Local Authorities (Select whichever is applicable)	Residential Commercial Residential & Commercial Shopping Centre Shop cum Office
c	Total area offered for rent (in sq. ft.)	
d	Parking Area for disp MH-ESIS, 1. Specify area for open parking area etc 2. Covered space underground parking area. 3. Area Earmarked for MH-ESIS	
e	Approximate distance from Bus stand: Railway Station: Airport:	
f	Whether the Property is free from all encumbrances, claims, Litigations	Yes/No
g	Whether all Govt. dues including Property tax, electricity, water bills etc. have been duly paid up to date (enclose latest documentary proof for the same).	Yes/No

h	Whether the premises is ready for occupation and completion/occupation certificate obtained from the concerned authorities.	Yes/No
i	Details of the toilet facilities available (give details of common toilet facilities as well as attached toilet facilities, if any)	
j	Whether Separate Electric power supply is available.	Yes/No
k	Sanction Load (in KVA)	
l	Details of the power backup/Generator whether available or not.	Yes/No
m	Permission/NOC for Erection of Tower – ESIC Requires the option of installing a Satellite Dish, Tower on the roof top/ terrace of the building, at no extra cost, subject to govt. regulations, size, at any time during the term of the lease at no extra rental or similar expense. ESIC will be responsible for installing and removing the equipment at its own cost and expense.	Yes/No
n	Signage – ESIS requires the right to use its logos and advertisements at the entrance to its premise and within the premises Preference to install a prominent signage on the main building facade.	Yes/No

Place:

Seal and Signature of the Offerer

Date:

Name:

Documents: - Self-attested copies of following documents should be submitted with the application: -

- 1) 7/12 or 8A Extract or Index II of the building offered.
- 2) Address Proof like Electricity Bill or Property Tax Document.
- 3) Copy of the Pan card.
- 4) GST Registration Certificate, If Applicable.

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ANNEXURE-II (FINANCIAL BID)

**OFFER OF PREMISES FOR DISPENSARY AT HATKANAGLAE, KAWATHE MAHANKAL,
ISHWARPUR(ISLAMPUR), WATHAR, MADHA, JAYSINGPUR, PANHALA, KARAD,
MAHABALESHWAR**

Sr. No	Description	
1	Name of the Person/Party holding title to the property (herein after referred to as the owner)	
2	Permanent Account Number (PAN)	
3. Contact details of the offered		
a	Complete Postal Address	
b	Telephone / Mobile number	
c	E-mail id	
4. Details of property offered		
a	Location & Address of the property	
b	Total area offered in sq.ft.	
c	Consolidated Monthly rent exclusive all taxes	

- **Immediately after opening of financial bid, reverse option process will be followed**

Place:
Date:

Seal and Signature of the Owner
Name: