



TEA BOARD * INDIA
(Under Ministry of Commerce & Industry,
Deptt. of Commerce, Government of India)
14, B. T. M. SARANI (Brabourne Road), Kolkata 700 001, West Bengal

File No : 23(8)/Estt/2019

Date: 25-09-2020

Tea Board, India under Ministry of Commerce & Industry, Government of India, Department of Commerce invites sealed request from the Government/Semi Government/Autonomous body/Autonomous Government Institutes/Scheduled Banks/ Insurance Companies/ Private Sector Banks/ Educational Institutes/Reputed Business Houses related to Tea, for operation of their office/branches located at 2nd floor, 3rd floor and 4th floor of the Tea Board India, 14-B.T.M.Sarani (Brabourne Road), Kolkata, premise on leave and license basis.

The Department/Company/Bank/Institute can either apply for occupation of all 3 floors together/an individual floor or part of an individual floor based on requirement.

The allotment will be done for an initial period of three years (leave & license) that may be renewed for a further period of three years with agreeable terms and conditions. The total space available in each floor for rent will be 4500 SQFT. Electricity Charges will be on actual as per sub-meter reading to be installed in each floor, over and above the monthly rent along with the lift facility. Any renovation, modification without structural changes can be carried out by the firm at its own cost with the approval of Board. Air conditioning if required to be installed by the firm with the approval of Tea Board.

The interested department/organization may visit the building and may apply with their willingness for opening of their office/branch and can offer their rate in sealed envelope (Quoting the rate in SQFT basis) addressed to the Secretary, Tea Board, 14-B.T.M. Sarani, (Brabourne Road), Kolkata, 700 001, West Bengal and or through e-mail secytboard@gmail.com within 31st October 2020.

(Dr. Rishikesh Rai)
Secretary (I/C)