



Ref. No. SMFCL/EOI/2025-26/54

Expression of Interest (EOI) for Hiring of Office Space in Delhi

Procuring Authority	Sagarmala Finance Corporation Limited (SMFCL)
Last Date of EOI Submission	10th Jan'2026
Address for Submitting EOI	Sagarmala Finance Corporation Ltd (SMFCL) Thapar House, Gate No.2, 1 st Floor 124, Janpath, New Delhi – 110001 Website: www.sdclindia.com e-mail: gm.projects@sdclindia.com , sm.projects@sdclindia.com ,

18th Dec'2025

EXPRESSION OF INTEREST FOR OFFICE SPACE IN DELHI

1. Sagarmala Finance Corporation Ltd(SMFCL) is a Dedicated Maritime sector NBFC and Min Ratna Category-I CPSE under the Ministry of Ports, Shipping and Waterways, Government of India. SMFCL was incorporated with an initial authorized capital of Rs. 1,000 Crores and paid capital of Rs. 1000 Crores.
2. SMFCL proposes to acquire office space having clear and unambiguous title deeds etc., in Commercial Complexes on lease basis, for setting up its Corporate Office and thereby seeking expressions of interest from the PSUs/CPSEs/Government Departments, Government JV Companies.
3. The building should have a convenient location and well connected to Major roads/Metros and have modern amenities along with professional landscaping and aesthetically pleasing ambience. The premises offered should have all necessary statutory approvals for office use. The premises should be available for taking over for possession within maximum 30 days from date of award.
4. The Selection Preference & Requirements of Premise:

i. Selection Criteria:

The application from the PSUs / government bodies/ other Government institutions shall only be accepted. Preference may be given to:

- a. Premise having complete independent building.
- b. Premise with minimal requirements of Furnishing.

ii. Premise Parameters/Requirements:

- a. Premise should be located in Delhi.
- b. Approximate space requirement – **15,000 to 20,000 square foot carpet/usable area.**

Required area is tentative and can be increased or decreased at the time of finalization.

- c. Offered premises and surroundings should be in good condition and well maintained with roads near the entry and exit points free of traffic congestion.
- d. Nearest Metro Station – about 1km distance.
- e. Central Delhi offices (Central Secretariat) – Within 10 Km motor-able distance.
- f. Age of the premises should not be more than **50 Years** old.
- g. Suitable parking space for min **10 Cars**.
- h. Premises should also offer additional parking space for visitors.
- i. Premise Security system – Extensive coverage of CCTVs for all common areas.
- j. Adequate lift facility & Disability Friendly Access, whenever required.

5. Instructions:

- a) Interested parties i.e. premise owners or their authorized agencies, possessing built-up areas as stated above, having clear legal title, are invited to send their expression of interest to our registered office in the prescribed template enclosed herewith furnishing

details like name of the owner and authorized agent, contact details, location of the office space, space details, amenities, etc.

- b) The floor plan of proposed premises clearly indicating the offered area should be submitted along with the EOI.
- c) **Offers from the brokers shall not be accepted.**
- d) The Expression of Interest can be submitted by the organization's authorized representative.
- e) **The EOI should be submitted to SMFCL office, address given below, latest by 10thJan'2026.**
- f) The interested parties shall submit their interest with relevant documents in a **sealed envelope** mentioning 'EOI – OFFICE SPACE ON LEASE IN DELHI'.
- g) On receipt of such Expression of Interest, the said premises will be inspected for evaluation and preliminary short-listing by SMFCL Committee, and the additional Technical and Financial information/documents may also be invited if deemed necessary, from the shortlisted parties subsequently.
- h) The Committee shall ascertain the suitability of premise and Financial Terms and Conditions mentioned by the party, and shortlist the premises for further discussions including price.
- i) The Financial offer submitted for the shortlisted premises shall be open for discussion/ negotiation in interest of SMFCL based on the budget and other compliances and condition of the premise, like furnishing, air conditioning, repair & maintenance requirements etc.
- j) On Finalization of the premise, the Contract shall be prepared with mutual discussion and consent, and the cost incurred in preparation/registration of contract shall be borne by the owner.
- k) Notwithstanding anything contained above, SMFCL reserves the right to reject any or all expressions of interest offers and may also give consideration to properties other than those offered in response to this advertisement.

Interested parties are urged to visit the Tenders section of <https://sdclindia.com> on regular basis for any updates related to schedule or corrigendum with respect to the above EOI.

This is an expression of interest for available space / building and not an invitation to bid.

Interested parties may write to & submit their **EOI at following in hard copy**, any other mode of submission shall not be considered:

General Manager (Operations & Projects)

Sagarmala Finance Corporation Limited (SMFCL)

1st Floor, Thapar House, Gate No. 2

124, Janpath, New Delhi – 110 001

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