



EXPRESSION OF INTEREST (EoI) FOR LEASING OF OFFICE SPACE

Property: IFSCA HQ Building, Building Footprint 12B, Block 12,
Zone-1, Road-1A, GIFT SEZ, GIFT City, Gandhinagar, Gujarat-382355

Last Date of submission: 24th March, 2025

**INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY
(Statutory authority established by Govt. of India)
2nd & 3rd Floor, PRAGYA Tower, Block 15, Zone 1, Road 1C, GIFT SEZ, GIFT
City, Gandhinagar, Gujarat - 382 355**

EXPRESSION OF INTEREST (EoI) FOR LEASING OF OFFICE SPACE

1. International Financial Services Centres Authority (IFSCA) is a statutory Authority established under sub-section (1) of Section 4 of the International Financial Services Centres Authority Act, 2019, with its current Head office at 2nd & 3rd Floor, PRAGYA Tower, Block 15, Zone 1, Road 1C, GIFT SEZ, GIFT City, Gandhinagar, Gujarat - 382 355 (hereinafter referred to as “Co-Developer” or “Authority”, which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest and permitted assigns).

2. The Co-Developer had vide letter dated 25th March, 2021, requested the Gujarat International Finance Tec-City Company Limited (hereinafter referred to as “Developer” or “GIFTCL”) for grant of Development Rights of about 3,00,000 sq. ft. of Built-Up Area (BUA) for setting up of its Headquarters Building (hereinafter referred to as “IFSCA HQ Building”) in the SEZ Area of Gujarat International Finance Tec-City (GIFT City). The Developer accepted the Proposal of the Co-Developer and had issued a Provisional Letter of Allotment having Reference No. GIFTSEZ/BDM/CLIENTS/2021/ 0101/01 dated 22nd April 2021 (“PLOA”) to the Co-Developer. The Developer had agreed to grant Development Rights in favor of the Co-Developer for construction of the IFSCA HQ Building, on a piece and parcel of land admeasuring 2982 sq. mtrs. (basement extent) on long term lease of 99 years. The IFSCA HQ Building has a configuration of 2B+G+26 with total BUA of 3,03,079.04 sq. ft. (28,156.73 sq. mtrs.) The IFSCA HQ Building is strategically located at the North gate entry of the SEZ, which has the potential for a very efficient and healthy office work environment.

3. The IFSCA HQ Building consists of 26 floors, of which the Authority intends to lease out 17 floors to the Interested Applicant(s) (refer Para **A. Clause (4)**) for running their offices/business in the GIFT SEZ area.

4. IFSCA, invites EoI from the Interested Applicant(s) for leasing out the following Warm/Bare shell properties on monthly rental basis on “**As is where is**” & “**As is what is**” basis:

Office space admeasuring 1,60,512 Sq. Ft (Carpet area) in 17 floors located at IFSCA HQ Building at Building Footprint 12B, Block 12, Zone-1, Road-1A, GIFT SEZ, GIFT City, Gandhinagar, Gujarat

Floor No.	Carpet Area (sq. ft)	Premium Feature of the Floor on offer
2 nd Floor	9987	
3 rd Floor	9987	
4 th Floor	9987	
5 th Floor	6898	Availability of additional circulation and 360-degree view spaces to be kept as refuge area.
6 th Floor	9987	
7 th Floor	9987	
8 th Floor	9987	
9 th Floor	6898	Availability of additional circulation and 360-degree view spaces to be kept as refuge area.
10 th Floor	9987	
11 th Floor	9987	
12 th Floor	9987	
13 th Floor	6898	Availability of additional circulation and 360-degree view spaces to be kept as refuge area.
14 th Floor	9987	
15 th Floor	9987	
18 th Floor	9987	
19 th Floor	9987	
20 th Floor	9987	
Total (sq. ft)	1,60,512	

Note: In addition to the above, parking space for 10 Cars per floor will be made available on fixed monthly charge basis.

5. In case more than one entity are leased in a particular floor, the parking space will be allocated proportionately to such entities, provided that such allocation would be at the sole discretion of the IFSCA.
6. Preference shall be given to Interested Applicants desirous to occupy more than one floor or at least one complete floor, for the ease of efficient and smooth availability of the services points.
7. Interested Applicant fulfilling the eligibility criteria may submit their Expression of Interest (EoI) Floor wise for the Total Area of interest in the prescribed format along with the requisite documents on or before 10th April 2025 by 3.30 p.m. at the under given address.
8. Interested Applicant can download the EoI document from IFSCA website: <https://www.ifsca.gov.in/home/TenderList>. The duly filled in EoI may be submitted in a sealed envelope super scribing “**Expression of Interest for hiring of office space on rent of IFSCA HQ Building, GIFT City, Gandhinagar**” to the **General Manager (Admin), 2nd & 3rd Floor, PRAGYA Tower, Block 15, Zone 1, Road 1C, GIFT SEZ, GIFT City, Gandhinagar, Gujarat - 382 355**

9. Detailed process for submission of EoI

- I. Interested Applicant may submit their EoI in the prescribed format provided at Annexure- I (Party's Information), Annexure-II (Annual Turnover), Annexure-III (Floor Areas of Interest), Annexure IV (Undertaking) & other requisite documents at the address mentioned above on or before **24th March 2025 by 3.30 p.m.**
- II. Interested Applicant(s) may submit EoI based on their total requirement of the space on any one or more number of floors. However, IFSCA reserves the right to allot the premises on lease to any party at its sole discretion.
- III. The Interested Applicant will have to submit self-attested copies of GST Registration Number, PAN/TAN Card, Certificate of Incorporation (if applicable), Shops & Establishment Registration, as may be applicable, Board resolution/Authority Letter/Power of Attorney (POA) approving participation and authorization for representing the entity/organisation/company along with their EoI. Provided that, in case the Interested Applicant is an entity desirous of setting up a Unit in GIFT SEZ, its Parent shall be treated as the Interested Applicant.
- IV. The following Interested Applicant(s) shall be eligible to submit their EoIs:
 - a. Units (both SEZ and IFSC Units whether existing or desirous to be set up as a Unit), including the following:
 - i. Central/ State PSUs and their subsidiaries/ joint ventures;
 - ii. Scheduled Banks, both Governments owned as well as Private, except the Co-operative Banks;
 - iii. International bodies including Multilateral bodies;

iv. Reputed Private Organisations; or

- b. Central/ State Government offices, Autonomous bodies/ Boards/ Councils/ Commissions/ Statutory bodies/ Regulatory bodies etc. running with the budgetary support of Government or controlled by the Government or set-up by a Government Act/Executive order.

10. General Terms & Conditions towards Eol :

- I. The Eol document may be downloaded from website – www.ifsc.gov.in. Link for downloading the Eol will be available from 12 March 2025.
- II. In any case, the Eol received beyond the stipulated date and time will not be accepted.
- III. Applications which are incomplete in any respect including submission of certified copies of documents as asked for or those that are not consistent with the requirements as specified in this document or those that do not adhere to formats, wherever specified, may be considered non-responsive and may be liable for rejection and no further correspondences will be entertained with such entities. However, IFSCA reserves the right to ask for any other documents in addition to the documents submitted by the party.
- IV. Mere submission of Eol does not qualify any party for allotment of premises. Selection of suitable parties shall be based on the evaluation of responses received in Eol.
- V. IFSCA may in its absolute discretion, update, amend or supplement the information, assessment or assumption contained in this Eol.
- VI. IFSCA reserves the right to accept or reject any or all the offers without assigning any reasons thereof. No contractual obligation whatsoever shall arise from the Eol process unless and until a formal Lease Deed is executed between IFSCA and the Interested Applicant.
- VII. Contact Persons: In case of any query, you may contact the following officials:
 - i. Sh. Anshul Tandon, Assistant Manager (M-8837840758)
 - ii. Sh. G C Chaudhary, Senior Consultant (M-8980938645)
- VIII. All corrigenda or extension of scheduled dates or change in specifications or any other information will be uploaded for the information of the prospective Interested Applicant on IFSCA Website.
- IX. Interested Applicant will be allowed to inspect the aforesaid property on any working day till the last day of submission of Eol within Office Hours i.e., 10 am to 5 pm with prior intimation. Interested Applicant may contact the following officials to facilitate the site visit:
 - i. Sh. Anshul Tandon (M-8837840758)
 - ii. Sh. Anil Meena (M-8968447796)
- X. The interested Applicant should make their own independent inquiries and satisfy themselves about the access to the various floors for getting the floor spaces furnished/finished.

- XI. IFSCA reserves the right to decide not to lease or to lease only a part of the premises or to decide the date of start of lease or to reject any or all offers, without assigning any reason.
- XII. IFSCA reserves the right to call for any clarification/ Additional papers/documents required for scrutiny from anyone interested in occupying the space in the building.
- XIII. Prospective tenants/occupants shall be getting access to cafeteria and visitors café at the Ground floor of the building during the open hours.
- XIV. The minimum period of lease for all the floors on offer, except Floor no. 18, 19 and 20, will be for a period of **10 years** and further extension shall be subject to the mutual agreement in writing by both the parties. The period of lease for Floor no 18, 19 and 20 shall initially be for **6 years** extendable with the mutual agreement in writing, by both the parties. The lease shall be subject to Lock-in-Period of 3 years.
- XV. As per the going rates in the GIFT SEZ area of the similar spaces, IFSCA expects the Minimum Rent in the range of Rs 110-150 psqft depending on the premium value of the floor spaces on offer. Common Area Maintenance (CAM) of approx. Rs 15/- psqft of the Carpet Area (CA) per month will be charged extra. CAM charges will be revised subject to revision by the GIFTCL. No separate City Level Maintenance and SEZ Charges will be levied from the Interested Applicants.
- XVI. Minimum area on offer is 2500 sq.ft. for the floor no 2, 3 and 4 and 3500 Sqft for the floor nos. 5, 9 and 13. Likewise the minimum area on offer for Floor nos. 6,7,8,10,11,12 is 5000 Sqft.
- XVII. The entities shall express their interest for the floor numbers/areas they are interested in to occupy in the given format. The payment of rent shall be by electronic mode only and no separate receipt shall be issued for each payment, but an annual statement shall be given, if required.
- XVIII. The monthly Lease Rent shall be payable by 7th of each month and first such payment shall be made on or before the date of execution of the Lease Deed.
- XIX. The Lessee shall be required to deposit Six Months' gross rent as Security Deposit within 30 days from date of issue of Lol (Letter of Intent) which shall be refunded at the time of termination of lease without any interest after deducting pending dues & services, damages to the property, if any.
- XX. Lease Deed is to be executed by Lessee within 60 days of issue of letter of Intent by IFSCA.
- XXI. The Lease Rent shall be revised @ 5 % every year on last paid rent and the Lessee shall be required to pay such revised rent.
- XXII. Currently, GIFT City charges City Level Maintenance Charges (CLM Charges) which are included in Common Area Maintenance (CAM). However, any new charges levied by GIFT/competent authority will be payable as per actuals and will be over and above the monthly lease amount and CAM Charges, to be paid directly to the competent Authority.
- XXIII. The lease deed shall be registered and the expenses shall be borne by the lessee. The said property shall be used for office purposes only.
- XXIV. The floors on offer for renting are in the form of Warm/Bare shells which will be furnished by the Interested Applicant as per their needs and

uses. The furnishings/ installation may include partitions, false ceiling, internal electrical wiring/fixtures, establishment of stand-alone data centre, finished flooring, furniture, and fixture etc. Service lift is available for carrying the materials to higher floor areas.

XXV. The Applicant shall be given a rent-free period of 2 months, from the date of signing of lease deed to execute the interior works for their rented office space/premises. No extension of this period will be given for any reason whatsoever.

XXVI. All the services such as electricity, air conditioning, solid waste disposal, water supply etc. will be provided at one source for the rentable floor/area. The applicants must apply for the temporary/ regular electric connection from the Gift Power Co Ltd and pay the charges as billed by the power company.

XXVII. The Lessee shall be required to pay all charges such as building maintenance, electricity, air conditioning & water charges etc. The Lessor shall pay the property tax and building insurance only.

XXVIII. Internal Security and housekeeping for the premises shall be the responsibility of the Lessee.

Disclaimer:

1. The purpose of this document is to provide the Parties, with relevant information to assist the formulation of their EoI. Each Party should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this document and where necessary obtain independent advice from appropriate sources. IFSCA, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the document.
2. IFSCA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
3. The issue of this EoI, does not imply that the IFSCA is bound to select a Party. No contractual obligation whatsoever shall arise from the EoI process unless and until a formal contract is signed and executed between IFSCA and the Interested Applicant(s).
4. IFSCA reserves the right not to proceed with the EoI or invite it afresh with or without amendments at any stage without assigning any reasons thereof, or to change the process or procedure to be applied.
5. Depending on the interests received from the parties, and outcome of deliberations with them, this EoI shall be succeeded by a detailed Request for Proposal (RFP).

- Sd.-

(Arun Kumar Singh)

General Manager (Admin.)

DETAILS OF THE INTERESTED APPLICANT

No	Description	Details (as applicable)
1	Name of the Applicant.	
2	Address	
3	Contact Details	
	a) Name of Contact Person	
	b) Tel. No. with STD Code	
	c) Mobile No.	
	d) E-mail Id	
4	PAN No./TAN No./CIN No./GST Regn. No./Shops & Establishment Regn. No. (Enclose copy of each document)	
5	Type of entity A) Indian Govt. Company/Public Sector Undertaking	
	B) Central/State Govt.	
	C) Private	
6.	Company Registration Details	
7.	Activities of the Entity	
8.	POA/Authorization Letter (to be submitted)	
9.	Any other information or remarks which the entity thinks are appropriate to disclose as per the transparency norms may be mentioned here.	

ANNEXURE-II

Annual Turnover for the last 3 years

S.No.	Year	Turnover in Rs.(Cr)
1	2021-22	
2	2022-23	
3	2023-24	

ANNEXURE-III

Floor/Area of interest to submitted by the interested party as per the below format:-

Floor wise area statement is as under:

Floor No.	Carpet Area (sq. ft)	Intended area to be taken on lease by the entity (Sq. ft)	Preference of the floor (I,II,III... and so on)
2 nd Floor	9987		
3 rd Floor	9987		
4 th Floor	9987		
5 th Floor	6898		
6 th Floor	9987		
7 th Floor	9987		
8 th Floor	9987		
9 th Floor	6898		
10 th Floor	9987		
11 th Floor	9987		
12 th Floor	9987		
13 th Floor	6898		
14 th Floor	9987		
15 th Floor	9987		
18 th Floor	9987		
19 th Floor	9987		
20 th Floor	9987		
Total (sq. ft)	1,60,512		

Date:

Signature of authorized person

Place:

Full Name & Designation:

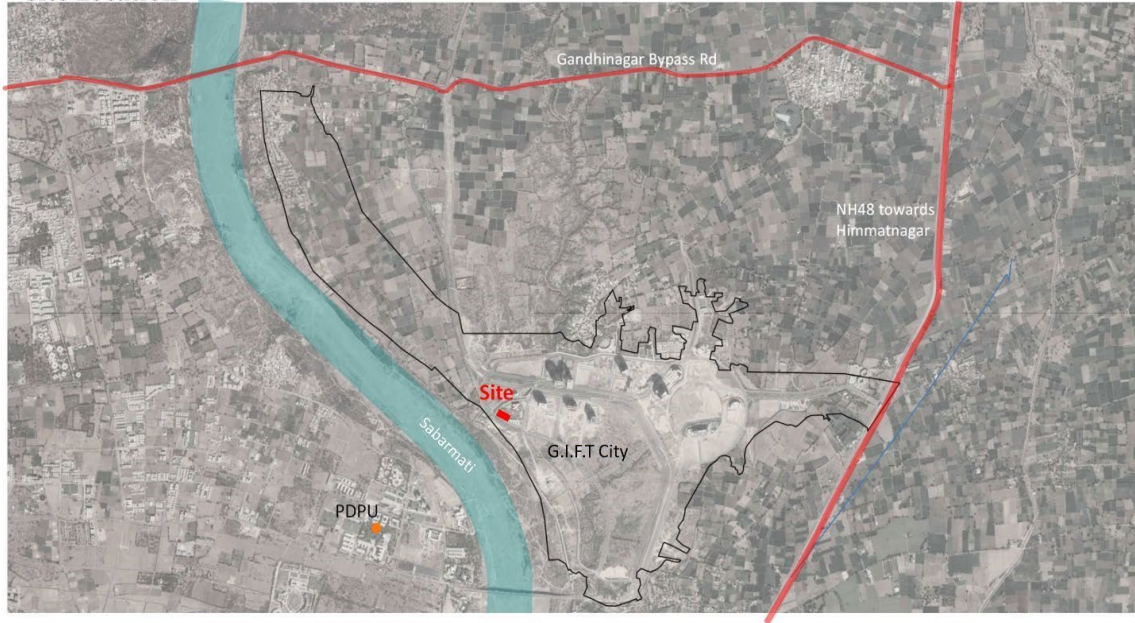
Company's Seal

ANNEXURE-IV**Connectivity of IFSCA HQ Building from major places in Gandhinagar/
Ahmedabad**

S. No.	Important places/Places of significance	Distance (in Kms)
1	Sardar Vallabhbhai Patel International Airport (Ahmedabad Airport)	20
2	Gandhinagar Railway Station	15
3	Gujarat Vidhan Sabha	12
4	Raksha Shakti circle	7.5
5	PDEU/GNLU	6
6	Mahatma Mandir, Convention and Exhibition Centre	14
7	IIT Gandhinagar	6
8	IIM Ahmedabad	34
9	GIFT City Metro Station	1

Location, plan and rendered views of the IFSCA HQ Building

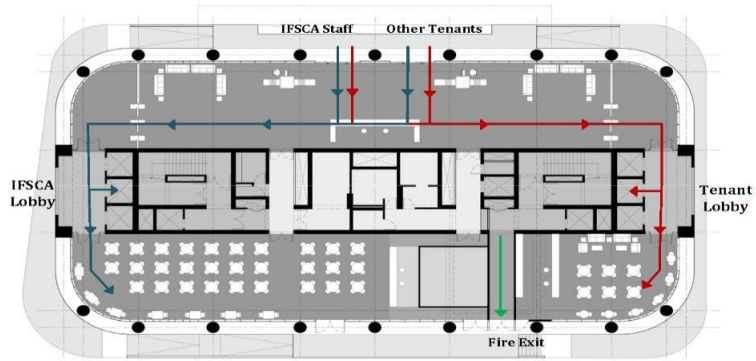
Site Location



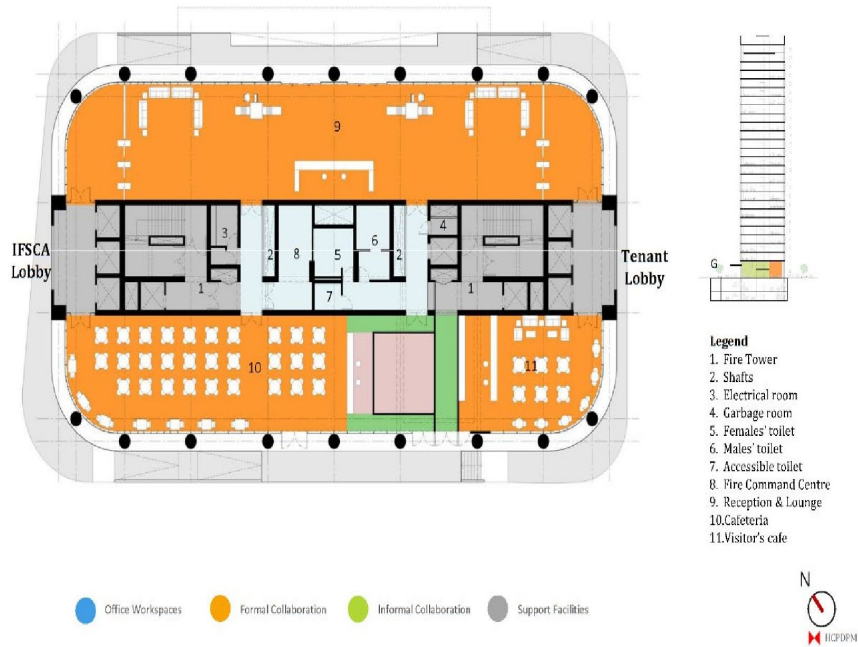
Site location & Orientation



Ground Floor Plan Circulation



Ground Floor Plan



Entry Drop off

