Annexure 01

Obtaining building facility for the Ministry of Telecommunication and Digital Infrastructure

01. Location

Address	Local Government Institute	Divisional Secretariat

02. Ownership

The Current Owner/ Company Name	Address	Telephone/Fax Numbers e-Mail/Web Address

03.Structure of the building (Mark ✓ in the relevant box)

Single Story	Storied	Other

04. Space (in Square Feet)

4.1. for Single Story buildings

General Description of the Building	Effective area Can be used for offices	Corridors	Toilets/ Bathrooms	Storage / services/ Other	Stairs / emergency exit	Total area (Square ft.)

4.2. for Multi Story buildings

Floor	Effective area Can be used for offices	Corridors	Toilet / Bathrooms	Storage / services / Other	Stairs / emergency exit	Total area (Square ft)
Basement						
Ground Floor						
1st Floor						
2nd Floor						
3rd Floor						
4th floor						
5th Floor						
……..						
Roof Top						
Total						

05. Access and Parking

5.1. Access road width		
5.2. Allocated space (Square Feet)		
5.3. Ease of access for disabled people (Please describe)		
5.4. The number of vehicles can be parked	(i) General Vehicles (Nos.)	
	(ii) Motorcycles / three-wheeler (Nos.)	

06. Common Amenities

6.1. Water Supply

Number of Connections	Capacity (No. of liters that can be stored, No. of storage tanks)	Alternative sources	Remarks

6.2. Electricity Facility

No. of connections from the National Grid	Availability of Three Phase lines	Generator facilities (indicate No. of machines and capacity)	Availability of eco-friendly energy systems e.g. solar power (please describe)

07. Air-conditioning

Centralized Air Refreshment (Cycle/hr)	Separate	Other

08. Elevators

Total No of elevators	
Details of dedicated elevators for the proposed office space/floors (Please specify)	
Passenger Capacity (indicate separately for each elevator)	Elevator 1:
	Elevator 2:
	Elevator 3:
	Elevator 4:

09. Sanitary facilities

	Description	The number of units per floor
9.1	Number of toilets and bathrooms can be used by the Minister and the Deputy Minister	
9.2	Number of toilets and bathrooms can be used by the Ministry Staff	
9.3	Number of toilets can be used by visitors	
9.4	Number of toilets can be used by internal service staff	

10. Security, Fire Protection and Emergency Exits

		Details of equipment (Nos. locations etc.)
10.1	Fire Safety Signal System	
10.2	Fire Protection Equipment	
10.3	Emergency exits	
10.4	Emergency meeting places	
10.5	Walls	
10.6	CCTV camera systems	
10.7	Access Control Systems (Electronic)	

11. Other

	Facility	Details
11.1	Telephone/Internet facilities (Internal Cabling)	
11.2	Cable/Dish Antenna Television facilities	
11.3	Internal Partition (Please show in a separate chart if available)	
11.4	Dining places	
11.5	Cafeteria	
11.6	Sports and recreation facilities	
11.7	Safety Lockers	
11.8	Library / Reading Room / resting places	
11.9	Lecture Rooms	
11.10	Conference Halls	
11.11	Public Addressing System	

12. Price Schedule

(If the prices of floor areas are different in various floors please indicate such prices differently.

Description (Floor area in Sq. Feet)	Rate per Square Feet (Without Tax) Rs.	Total Value (Without Tax) Rs.