



Government Of India

भारतसरकार/ Govt. of India
भारतीय डाक विभाग/Department of Posts, India
डाकअधीक्षककार्यालय/ Office of the Supdt. of Post Offices
ढेंकानालमंडल, ढेंकानाल/ Dhenkanal Division, Dhenkanal-759001



Regd

NOTICE

Memo No: D-84/Ch.-II

Dated at Dhenkanal the 09.01.2023

This is to notify that the undersigned requires a suitable building fulfilling the following conditions on rent for Meramandali Sub Post Office (Without Post Quarter). The intending house owners may apply to the undersigned with required documents on quoting the rent demanded so as to reach this office on or before 08.02.2023 Application received without required documents or after due date or without fulfilling the required conditions will not be considered.

CONDITIONS

1. The building should be located within the revenue village area of Meramandali Bazar and is approximately 500Sqft.
2. The building should be preferable at the road point having approach road/free access to the public and nearer to the human habitations/market area. Parking space of around 10-15 cycles/motor cycles must be there.
3. There should be water, electricity and facility like separate sanitary fittings in office and separate electricity connection for Post Office with separate electric meter.
4. The house owner should clearly mention the rent acceptable to him. This rent will be subjected to the finalization of fair rent calculated by this Department. All taxes except electric and meter will be borne by the house owner.
5. The building should be preferably with R.C. roof and spacious one to provide accommodation for Post Office. The house owner should be ready to make minor alteration and addition to the building as and when required.
6. The house owner should be prepared to accept the fair rent and execute lease deed for five years to let out the building and renewal will be for each 5 years term subject to suitability/other conditions.

Documents to be attached with application.

- (a) Sketch Map of the building with documents showing his ownership of the land and building.
- (b) Declaration that the house owner is willing to accept the rent quoted by him/her or the fair rent as would be assessed by the Department whichever is less.
- (c) Declaration to the effect that the house owner is willing to make minor alteration and addition to the building/ annual repair maintenance would be required from time to time.
- (d) Declaration to the effect that the house owner is willing to let out the building at least for a period of five years and he/she would execute lease deed to that effect.

डाकअधीक्षक/ Supdt. Of Post Offices
ढेंकानालमंडल/ Dhenkanal Division
ढेंकानाल/ Dhenkanal-759001

Copy to:

1. The Sub-Postmaster Meramandali SO for wide circulation among the local public. Five nos. of extra copies are enclosed herewith for circulation. He is further requested to search out a suitable building for functioning of the Post Office.
2. The Sarapanch, Motanga GP.
3. The Head Master, Motanga Govt. High School
4. The IIC, Motanga.
5. The Principal, ITI College, Meramandali.
6. The IP, Angul East Sub-Division. He is further requested to search out a suitable building for functioning of the Post Office.
7. The President, Meramandali Bazar Committee.
8. Office Copy.

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