



REPUBLIC OF MAURITIUS
MINISTRY OF EDUCATION AND HUMAN RESOURCE

CALL FOR EXPRESSION OF INTEREST (EOI)
Renting of Office Space and Storage Space for Directorate Zone 1

Project Ref No: MOEHR/EOI 01/2026-2027
“EOI for Renting of office and storage space for Directorate Zone 1”

1. Introduction

The **Ministry of Education and Human Resource** (hereinafter referred to as MOEHR), is proposing to rent a building to accommodate the Procurement and Supply Unit of Zone 1 in Port Louis in the vicinity of Mutual Aid Building, and within a radius of approximately 500 metres.

2. Source of Funding

The required funds for the project shall be provided by the Ministry of Education and Human Resource.

3. Duration and Monthly Rental

Expressions of Interest are invited from proprietors who are willing to lease their building(s) to MOEHR as from **November 2026**, which is subject to minor changes in dates.

The contract is to be made upon such terms and conditions as may be mutually agreed by the parties.

The period of the Lease Agreement will be for an initial period of one year. The Lease Agreement may be renewed at the option of the Lessee for a further period of three years, on a yearly basis by mutual consent of both parties on the same terms and conditions and the Lessor shall be notified at least two months before the expiry of the lease.

Where the rates quoted by the first ranked bidder is higher than the acceptable rates as established by the Government Valuation Office, the **Ministry of Education and Human Resource** may negotiate with the bidder with a view to arriving at an acceptable rate, failing which the public body shall consider the proposal of the second ranked bidder.

The **rental fee quoted** shall be firm throughout the contract period and shall be inclusive of VAT, syndic fees and any other prevailing taxes and charges payable by the building owner.

The rental fee should be **exclusive** of Cleaning services and Utility bills.

4. The building should meet the following specifications:

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SN	Description	Specifications
1	Surface Area	600- 650 sq. metres
2	Purpose	Office space (approx. 200 square metres) and Storage space (400- 450 square metres) for school requisites.
3	Building	The building should be a single building on one or several floors The building should be located in Port Louis in the vicinity of Mutual Aid Building, and within a radius of approximately 500 metres Easy access for private cars and goods vehicles Easy access to public Concrete building with security and emergency exits Staircases and lift Round-the-clock surveillance with security guards, 7 days a week, including public holidays In good condition and painted Quality air conditioning and adequate ventilation Openings fitted with burglar proof Fire and Health and Safety Clearance
4	Location	In the vicinity of Mutual Aid Building and within a radius of approximately 500 metres
5	Utilities	Power points and lightings Water

		Readily available telephone/fax/internet lines
6	Facilities	Separate toilets for male and female staff Kitchenette Parking for at least six vehicles Delivery bay for loading and unloading of goods

1- Bidders are required to provide the following information: -

- a. Profile of Proprietor (whether company or individual)
- b. Location(s) of building(s) including location plan
- c. Proof of ownership of building
- d. In case of association between two or more individuals or companies, the name, address, and profile of the participating individuals or companies
- e. Details of previous experience (if any) in respect of lease agreement(s) of similar nature entered with other Ministries/ Departments/ Parastatal bodies

2- The office premises, including the amenities, should be accessible after normal working hours.

3- Full details of any “syndic agreement” should be given including the approximate monthly charges.

4- If need be, the partitioning works shall be adjusted and additional partitioning shall be added to suit the Ministry’s requirements.

5. Projected time period for implementation and completion of project

This Ministry is projecting to implement the project as from November 2026.

6. Information to be submitted along with the Expression of Interest

This call for Expression of Interest aims at receiving proposals from eligible proprietors having the legal and financial capabilities to offer their buildings or part thereof for lease. **The interested proprietors may thereafter be invited to participate in a Request for Proposal (RFP) exercise with a view to entering into a Lease Agreement with MOEHR for the renting of office and storage space.**

7. Bidders are required to provide the following information: -

- a. Profile of Proprietor (whether company or individual)
- b. Location(s) of building(s) including location plan.
- c. Proof of ownership of building

- d. In case of associations between two or more individuals or companies, the name, address and profile of the participating individuals or companies.
- e. Details of previous experience (if any) in respect of lease agreement(s) of similar nature entered with other Ministries/Departments/Parastatal bodies.

NOTE: Financial proposal should not be submitted.

The Expression of Interest is open to applicants who can demonstrate that they have the capability to satisfy the requirements of MOEHR.

8. Submission of Expression of Interest (EOI)

Interested individuals/companies should address their Expression of Interest to the Chairperson of the Zonal Bid Committee in a sealed envelope bearing, Expression of Interest – “**Renting of Office and Storage Space for Procurement and Supply Unit of Zone 1**”, the **Project Ref. and the closing date and time**. Submission by post should reach the Ministry before the specified deadline. **4th Floor, Phase II, Mutual Aid Building, Guy Rozemont Square, Port Louis**, not later than **Friday 25 September 2026 up to 10.30 hours (local time) at latest**. Bids by post or hand delivered should reach **Ministry of Education and Human Resource, Zone 1, 4th Floor, Phase II, Mutual Aid Building, Guy Rozemont Square, Port Louis** by the same date and time at latest. Late bids will be rejected.

Bids received by e-mail will not be considered.

9. Request for clarifications

9.1 Any request for clarifications should be addressed to-

**The Director, Zone 1,
Ministry of Education and Human Resource,
Attn. The Secretary, Departmental Bid Committee,
8th Floor, Phase II,
Mutual Aid Building, Guy Rozemont Square,
Port Louis,
Phone Number 405 9600,**

9.2 Such requests should reach the Ministry **not later than 5 days** prior to the deadline for submission of **EOI**.

04 September 2026