



Office of the Electoral Commission

Lease of Premises Expression of Interest

Reference Number: 2/15
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Closing Date: 26th October 2015 12:00 (noon) CET



The Electoral Commission is interested in receiving information regarding office space for itself and the Electoral Office for a medium/long term lease of a minimum of 10 years, with the possibility of extending the period for further leasing.

The premises should conform to all local building regulations and standards, as well as possessing all the necessary permits as required by the relevant authorities. The premises, which should not be less than 600 square metres in area, should also include necessary amenities, such as, toilets, meeting rooms, reception, waiting area, storage spaces and adequate space for archiving purposes etc.

Preference will be given to premises which are centrally located as well as being finished and ready to move into (e.g., IT networks, ACs). Those premises which have availability of parking facilities for members of the Commission, employees and clients will be given special attention.

It is very important that the premises are accessible to people with disability.

Detailed descriptive information, including the exact location and size of the proposed premises, with photographs and pictures of both the interior and exterior of the property, together with an indication of the annual rental fee being requested, are to be received in a sealed envelope marked **Confidential** and sent **By Hand** to the Chief Electoral Commissioner, Office of the Electoral Commission, Evans Building, Merchants Street, Valletta, by not later than **12.00 noon of Monday, 26 October, 2015**.

Further enquiries may be made through email addressed: joseph.church@gov.mt.

Without any commitment whatsoever on its part, the Electoral Commission may request an on-site visit to the premises.

This Expression of Interest is for information-gathering purposes only and is not a bidding proposal.