



**Office of the Electoral Commission**  
Evans Building, Merchants Street,  
Valletta VLT 2000 Malta  
Telephone: (+356) 25583110  
Facsimile: (+356) 25583127  
Website: <http://www.electoral.gov.mt>

## **Lease of Premises for the Electoral Commission**

### **Expression of Interest**

Reference number: 1/2016  
Date of Publication: Wednesday 25th May, 2016  
Closing Date: Friday 8th July, 2016 12:00 (noon) CET



## Lease of Premises for the Electoral Commission

### Expression of Interest

The Electoral Commission is interested in receiving information regarding office and storage 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 may have a floor area in the range of between 800 square metres and 1,200 square metres, should also include necessary amenities, such as, toilets, meeting rooms, reception, waiting area, storage spaces and adequate space for archiving purposes etc.

It is essential that the premises are fully accessible to people with disability.

Preference will be given to premises which are centrally located and which have availability of private parking facilities for members of the Commission, employees and clients.

It is expected that interested parties submit photographs of both the interior and exterior of the property being offered. Submissions must include details on:-

- a) the exact location (address) of the premises;
- b) the area offered in square metres and on how many floors the area is distributed;
- c) whether the area offered exists on its own or is a part of a block that houses or may be shared by third parties;
- d) the number of car parking bays available and whether these are in an underground level or on the outside;
- e) whether the premises are in a “finished” state, and ready to move into (e.g., IT networks, ACs, etc); and
- f) the annual rental fee being requested.

Submissions 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 Friday 8<sup>th</sup> July, 2016**.

Further enquires may be made through email addressed: [joseph.church@gov.mt](mailto: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.