

THE ORIENTAL INSURANCE COMPANY LIMITED
_____ OFFICE (ADDRESS OF OFFICE)
(TELEPHONE NO. _____, _____)

FINANCIAL BID:

- I. 1. Name and address of owner
2. Telephone Number/Mobile Number
Email ID
3. Address of the property offered.
(GF / FF / SF / TF.....)
- II. Carpet Area of the Premises : _____ sq.ft. @ Rs. _____ per square foot*
- (Refer "ISI Code No. S-3861-1975")
Excluding (i) Bath room and lavatory (ii) Verandahs (iii) Corridors and passages
(iv) Entrance hall and porches (v) Staircase and munties (vi) Shaft and Machine room for lift(vii) Air Conditioning Plant Rooms (viii) Shaft for sanitary pipings etc.

*The Tenderer is advised to quote the rental rate and various applicable taxes as well as specific charges separately otherwise the quoted rate will be taken as inclusive of all the taxes and charges.

- III. Terms of lease:
- (a) period of lease (9, 10 or more ---- years) : _____ Years
- (b) (i) Increase of rent after 3 years : @ _____ %
(ii) Increase of rent after 5 years : @ _____ %
- (c) Total Lease period
(Minimum lease period acceptable is either 9 years OR 10 years)
- (d) Advance rent.
- (e) Security Deposit

I/We confirm to abide by standard lease agreement of the company, which shall be compulsorily registered with the Registration Authority for a total period of lease in one go. I / We agree to bear the registration charges on 50:50 basis.

I/We hereby declare that if, area quoted is more than the area advertised for by OICL, I/We will be entitled for the rent for area advertised by OICL and OICL will have every right to get my offered premises measured and rent will be paid according to actual measurement not exceeding area advertised for by OICL.

Place: New Delhi.

Signature