



THE OREINTAL INSURANCE COMPANY LTD

REGIONAL OFFICE

4th Floor, S. K. Towers, Chindwara Road, Nelson Square, Nagpur - 440 013

Tender No: NGP/RO/Estate/02/2023

Date: 19/06/2023

TENDER

ACCOMMODATION REQUIRED FOR TRANSIT HOUSE PREMISES AT NAGPUR

The Company requires accommodation for Transit House in Urban areas of Nagpur, for use by its visiting employees. The Accommodation should be Bungalow, House, and Flat having Carpet Area not Exceeding 1500 sq/ft.

Minimum 3 Bedroom's with attached Bathrooms, Drawing Room, Kitchen and room for care taker. Land lord desirous of offering their ready to move in premises on long term lease, for minimum period of three years, to be registered with appropriate authority with registration charges to be shared on 50:50 basis should send their Bids on "Two Bid System" on prescribed Performa to be obtained from our Office or may be downloaded from our Company's web-site www.orientalinsurance.org.in (Tenders). The complete bid should be deposited latest by 12.00 noon of 27th June 2023 on the above written address. Technical bid will be opened at 03.00 pm on 27th June 2023, For the bids lost in transit or received late the Company will not be liable. The Company will not pay any commission to brokers and their every offer must be accompanied with a letter from the Owner authorizing them to quote on their behalf. The Company reserves the right to reject all or any of the offers without assigning any reason.



Regional Manager I/C

सुरेश के. आढाव
क्षेत्रीय प्रबंधक
SURESH K. ADHAV
REGIONAL MANAGER



THE OREINTAL INSURANCE COMPANY LIMITED

REGIONAL OFFICE

4th Floor, S. K. Towers, Chindwara Road, Nelson Square, Nagpur - 440 014

IMPORTANT INSTRUCTIONS

1` "Technical Bid" to be put up in the envelope duly sealed and superscribed as "A – Technical Bid" mentioning your name , address and telephone number thereon.

2 "Financial Bid" to be put up in the other envelope duly sealed and superscribed as "B —Financial Bid" mentioning your name , address and telephone number thereon.

3 Both Financial and Technical Bid envelopes are to be put in the third envelope duly sealed and superscribed as C—Offer for premises on lease at Nagpur for Guest House" mentioning your name, address and telephone number thereon.

4 The third envelope containing both Financial and Technical Bids and superscribed as "C—Offer for premises on lease at Chandigarh for Guest House " should be sent to :-

The Oriental Insurance Company Limited
Regional Office – Nagpur
/4th Floor, S. K. Towers, Chindwara Road
Nelson Square, Nagpur - 440 013

latest by 12.00 NOON OF **27th June 2023**

5. Any offer received after this time would not be considered.

6. Offers received through post should also reach before the stipulated last date. For offers lost in transit Company will not be held liable.



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TECHNICAL BID

1	1.Name and Address 2. Telephone Number / Mobile number: Email ID: 3. Marketability of Title 4. Whether Premises is Residential/Commer- cial: Proof of same must be attached	
2	Location of the plot/premises (Attach sketch plan) Floor of the offered premises _ (Ground Floor / First Floor Second Floor / Third Floor) Details of the Locality: (nearby -----landmark)	
3	Details of the property : Carpet Area of the Premises: _____sq.ft. (Refer "ISI Code No. S-3861-1975") Excluding (i) Bath room and lavatory (ii) Ve- randahs (iii) Corridors and passages (iv) En- trance 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. MENTION NUMBER OF ROOMS WITH AT- TACHED BATHROOMS AVAILABLE, WITH SIZE.	

4	<p>If proposal is for ready built premises Yes/NO</p> <p>Year of construction _____</p> <p>If the proposal is for premises under construction: (a) Present stage of construction (b) Time in which the premises would be ready for occupation (c) Total area of the premises to be provided by offerer</p>	
5	<p>Whether parking space will be provided. Yes / No</p> <p>Terms of lease Offered: (a) Minimum Period of lease (9 years or 10 years) _____ years (b) (i) Increase of rent after 3 years @ 15% (ii) Increase of rent after 5 years @ 25%.)</p>	
6	Registration charges: (Do you agree to bear the registration charges on 50:50 basis	

Other facilities available:

- (a) Water availability (whether Municipal water / bore well water)
- (b) Electrical Power phase and sanctioned load
- (c) Lift facilities
- (d) Generator / power back up
- (e) Fire Fighting arrangements
- (f) Distance from bus station / Rly. Station / Air-port
- (g) Type of flooring- Granite / marble / vitrified tiles / mosaic / ordinary flooring.
- (h) Age of Building – within 10 years / 10-20 years / 20-30 years / above 30 years.
- (i) Natural light and ventilation.
- (j) Whether premises is fitted with Air conditioners - Yes / No
- (k) Whether premises is fitted with Furniture & Fixtures - Yes / No
- (l) located on Road side / Back side
- (m) Any other relevant information

I/We confirm that all the above are true. We also confirm that we hold clear title to the property and all construction of the premises offered are carried out as per local rules and regulations 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:

Date:

SIGNATURE OF BIDDER:

NAME OF BIDDER:

ADDRESS OF BIDDER:

CONTACT NUMBER:

MAIL ID:



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FINANCIAL BID

1	Name and address of owner Telephone Number/ Mobile Number Email ID	
2	Address of the property offered. (GF / FF / SF / TF.....)	
3	<p>Carpet Area of the Premises: _____sq.ft.</p> <p>(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 piping's etc.</p> <p>*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.</p>	@ Rs. _____ per square foot*
4	<p>Terms of lease:</p> <p>(a) period of lease (9, 10 or more ---- years) :</p> <p>(b) (i) Increase of rent after 3 years :</p> <p>(ii) Increase of rent after 5 years :</p> <p>(c) Total Lease period (Minimum lease period acceptable is either 9 years OR 10 years)</p> <p>(d) Advance Rent</p> <p>(e) Security Deposit</p>	<p>_____ Years</p> <p>@ _____ % after 3 years</p> <p>@ _____ % after 5 years</p> <p>_____ Years</p> <p>Rs. _____</p> <p>Rs. _____</p>

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:

SIGNATURE OF BIDDER:

NAME OF BIDDER:

ADDRESS OF BIDDER:

CONTACT NUMBER:

MAIL ID: