

THE ORIENTAL INSURANCE COMPANY LIMITED

REGIONAL OFFICE -1, 10th FLOOR, HANSALAYA BUILDING
BARAKHAMBA ROAD, NEW DELHI- 110001

OFFICE PREMISES ON LEASE BASIS

Sealed offers are invited in Two Bid system for acquiring commercial premises on rent in the shape of hall/halls having approximate Carpet Area 1600 (+/- 10%) sq.ft. (excluding Bath Room, Lavatory, Verandahs etc.,) in the specified localities of Tagore Market, Kirti Nagar, New Delhi or near by area for a minimum period of 9 years lease to be registered with the appropriate authority for the same period with registrations charges to be shared on 50:50 basis. The Technical Bid as well as Financial Bid will only be selected on Carpet Area basis. The premises should be in ready to move in position, having power back up, toilets for ladies and gents, with proper ventilation and should be located on wide road having good approach for entry. All statutory and regulatory clearances like lift, fire safety etc, from concerned authorities will be secured by Landlord only.

Interested parties may submit bids in two separate envelopes duly scribed as "Technical Bid" and "Financial Bid". Both these bids should be put in third envelope superscribed "OFFER FOR KIRTI NAGAR OFFICE PREMISES ON LEASE". This should be addressed to The Regional Manager, Estate Deptt., The Oriental Insurance Company Limited, Regional Office at the above mentioned Address by 28th April, 2022 before 05:00 p.m. The technical bid shall be opened on 29th April, 2022 at 12:00 p.m.

The format for bids may be obtained from the above referred Head Office address during office hours latest by 28th January, 2022 or may be downloaded from our company website www.orientalinsurance.org.in (Tenders). Sealed bids will have to be dropped into the Tender box meant for the same by the tenderer or his representative on or before the last date and time.

For Bids lost in transit and received late due to any reason, Company shall not be liable. Brokers will not be paid any Commission by the Company and their offer must accompany 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

