

**THE ORIENTAL INSURANCE COMPANY LIMITED**  
**REGIONAL OFFICE**  
**4TH FLOOR, ALOK BHARATI TOWERS,**  
**SAHID NAGAR, BHUBANESWAR-751 007**  
**(TELEPHONE NO. 0674-2547081)**  
Website:www.orientalinsurance.org.in  
CIN-U66010DL194GOI007158

**FINANCIAL BID**

I. 1. Name and address of owner

2.Telephone Number/ Mobile Number  
E-mail ID

3.Address of the property offered.  
(GF/FF/SF/TF...)

II. Carper Area of the Premises: \_\_\_\_\_sq.ft. @ Rs.\_\_\_\_\_ per sq.ft  
(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 rate which includes all the charges and make  
specific mention of any other charges/taxes.**

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.

Place:

Signature