

ANNEXURE – I



THE ORIENTAL INSURANCE CO. LTD.
(A Government of India Undertaking)
Nagpur Regional Office, 4th Floor, S.K. Tower, Nelson Square, Byramji Town,
Chhindwara Road, Nagpur – 440013
Phone No.0712- 2580420/488, Fax No 0712-2585534
CIN U66010DL1947GOI007158

OFFICE PREMISES ON LEASE BASIS

Sealed offers are invited in Two Bid system for acquiring a commercial premises on rent in the shape of hall / halls having approximate Carpet Area 1635 sq. ft. (+/-10%) (excluding Bath Room, Lavatory, Verandahs etc.) in the specified localities of Central Avenue Road, Mahal, Medical Square and surrounding commercial areas in Nagpur for a minimum period of 9 years lease to be registered with the appropriate authority for the same period with registration 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, should be located on wide road having good approach for entry with parking facilities.

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 OFFICE PREMISES ON LEASE”. This should be addressed to The Chief Regional Manager, The Oriental Insurance Company Limited, Regional Office 4th Floor, S.K. Tower, Nelson Square, Byramji Town, Chhindwara Road, Nagpur– 440013 by **13th May 2019, 05:30 p.m.** The technical bid shall be opened on **20th May 2019 at 04:00 p.m.**

The format for bids may be obtained from the above referred Regional Office address during Office hours latest by **10th May 2019** or may be downloaded from our Company website www.orientalinsurance.org.in (Tenders). Sealed bids should reach our Regional Office Nagpur 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.

CHIEF REGIONAL MANAGER.