

ANNEXURE. -4

**THE ORIENTAL INSURANCE COMPANY LIMITED**  
**(A Govt. of India Undertaking)**  
**REGIONAL OFFICE, Jeewan Bhawan ,Ird Floor,**  
**43, HAZARATGANJ, LUCKNOW-226001**  
**PH :0522-4093725**

**FINANCIAL BID :**

- I 1. Name and address of owner : .....
- .....
2. Telephone Number /mobile Number : .....
- Email ID : .....
3. Address of the property offered . : .....
- ( GF /FF )

- 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 mum ties (vi) Shaft and Machine room  
for lift (vii) Air Conditioning Plant Rooms (viii) Shaft for sanitary piping etc.

**The Tenders 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 : .....years  
(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 :  
Date

Signature