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

IMPORTAMT INSTRUCTIONS

- 1. Technical Bid to be put up in envelope-1 duly sealed and super scribed as "<u>Technical Bid</u>" and mentioning your name, Address and telephone number thereon.
- 2. Financial Bid to be put up in envelope-2 duly sealed and super scribed as "Financial Bid" and mentioning your name, address and telephone number thereon.
- 3. Both the Financial and Technical Bid envelopes are to be put up in the envelope-3 duly sealed and super scribed as "Offer for Office premises City Branch Office-1 and T P Hub, Allahabad (UP) Premises on lease basis" and mentioning your name address and telephone number thereon.
- 4. The envelope-3 should be sent to: Dy. General Manager,

The Oriental Insurance Company Limited Regional Office, 2nd Floor, Jeewan Bhawan 43, Hazaratganj- Lucknow -226001

Last by : 19/08/2019 up to : 05 PM.

- 5. Any offer received after this date and time shall 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.

Dy. General Manager