

THE ORIENTAL INSURANCE COMPANY LIMITED

TECHNICAL BID

1. Details of the Owner

1. Name and Address of the offerer
2. Telephone Number/Fax number
3. Marketability of Title
4. Location of the plot/premises
(Attach sketch plan)

II. Details of the Locality :

1. Whether the locality is free from
Special hazards like Fire, Flood etc.
2. Is there any adverse feature such as Industry
Which may create noise, smoke, dust etc., in
the near vicinity.

III. Details of the property :

1. Area of the Premises in Sq.Ft.

- (a) Super Built up area : _____ Sq.ft.
(b) Built up area : _____ Sq.ft.
(c) Carpet area* : _____ Sq.ft.

IV. 1. Bed rooms _____ X _____

- a. Drawing room _____ x _____ -
b. Kitchen _____ x _____

2. (a) F.S.I. prevailing in the locality
(b) % of ground converge permissible in the locality
(c) Whether any specific/restriction/development rules are applicable

3. If proposal is for ready built premises Yes/No

4. If ready built premises :

- (a) Year of construction
- (b) General state of building and premises
- (c) Whether any immediate repairs are needed. If so, please specify.
- (d) Whether completion certificate obtained.
- (e) Whether any dispute on property taxes :
 - (a) If property tax paid up to date.
 - (b) Any pending property tax on the premises to be leased.

5. Whether parking/space will be provided.

6. Does any portion of the property fall within in the Railway/

National High way/underground cab etc.

V. Terms of lease offered :

- (a) Initial Period of lease (3 years or 5 years) _____ years
- (b) (i) Increase of rent after 3 years @ _____ %
(ii) Increase of rent after 5 years @ _____ %

(c) Total lease period

(Total lease period acceptable is either 9 years,

Initial 3 years plus 2 extensions of 3 years each)

OR (10 years (initial 5 years plus 1 extension of 5 years)

(d) Advance rent :

VI. Registration charges :

(Do you agree to bear the registration charges on 50:50 basis)

VII. Other facilities available:

(a) Water availability (whether Municipal water/

Bore well water, if through overhead tank or

Sump)please clarify.

(b)Power phase also indicate sanctioned load for

Light and power separately.

(c) Lift facilities.

(d) Generator for emergency

(e) Fire Fighting arrangements

(f) Any other relevant information

(Attach separate Sheet, if necessary)

I/We confirm that all the above are true. We also confirm that we hold clear title to the property and all construction of the accommodation offered are carried out as per local rules and regulations.

SIGNATURE

Place :

Date :

This technical Bid is to be put up in the envelope duly sealed and super scribed as “ A- Technical Bid” mentioning your name, address and telephone number thereon

THE ORIENTAL INSURANCE COMPANY LIMITED

FINANCIAL BID

- I
1. Name and address of owner

 2. Telephone Number/Fax Number

 3. Particulars of the property offered
- II
- (a) Type of accommodation Independent/Complex/Apartment
 - (b) No. of flats/offices to be provided
- III
- (a) Rate per sq.ft on carpet Area Rs. _____per sq.ft.
 - (b) Carpet Area of the premises
 - (c) Monthly Rent _____
- IV
- In case of flat/premises in a multi storied Building:
- (a) Rent of each flat/premises
 - (b) Maintenance charges of the flats/premises
 - (c) Other charges, if any.
 - (d) Total rent including all the charges.
- V. Terms of lease :
- (a) Initial Period of lease (3 years or 5 years) _____years
 - (b) (i) Increase of rent after 3 years @ _____%
 - (ii) Increase of rent after 5 years @ _____%
 - (c) Total lease period
- (Total lease period acceptable is either 9 years,
Initial 3 years plus 2 extensions of 3 years each)
OR (10 years (initial 5 years plus 1 extension of 5 years)

(d) Advance rent :

VI. Registration charges :

(Do you agree to bear the registration charges on 50:50 basis)

I/We confirm that all the above are true. We also confirm that we hold clear title to the property and all construction of the accommodation offered are carried out as per local rules and regulations.

SIGNATURE

Place :

Date :

This Financial Bid is to be put up in the envelope duly sealed and super scribed as “ B-Financial Bid” mentioning your name, address and telephone number thereon.