

**THE ORIENTAL INSURANCE COMPANY LIMITED
REGIONAL OFFICE- AMBALA**

TECHNICAL BID

I. Details of the Owner

1. Name and Address :
2. Telephone Number /Fax number/Email id:
3. Marketability of Title
4. Location of the plot/premises
(Attach sketch plan)
5. Floor of the offered premises:

II. Details of the Locality:

1. Proximity to Bank/Post Office/
School/college/Hospital/ hopping
Centre/availability of transport/Railway
Station.
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

(Refer "ISI Code No. S-3861-1975")

Excluding the following:

- (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.

(Please enclose Architects Report showing the measurement of Carpet Area on the basis mentioned above.)

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 the proposal is for premises under construction:
 - (a) Present stage of construction
 - (b) Time in which the premises would be ready for occupation
 - (c) Total area of flats/premises to be provided by offerer

5. 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 additional floor can be built on the existing building under Municipal Bye-laws.
 - (f) Whether the foundation is strong enough to take load on an additional floor over the Existing structure.
 - (g) 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.

6. Whether parking\space will be provided.
- 6A. Whether Roof Rights for installation of small antenna will be provided.

7. Does any portion of the property fall within in the Railway/
National High way/underground cable etc.,

IV. Terms of lease Offered:

- (a) 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 year).
- (d) Advance rent:
- V. Names of other Public Sector Companies/Banks/
Govt. Offices occupying the existing premises and
Existing rent charged from them.
- 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)
 - (g) Type of flooring-Granite/Marble/vitrified tiles/ordinary flooring.
 - (h) Age of Building: within 10 years/10-20 years/ 20-30 years/above 30 years
 - (i) Natural line & ventilation

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.

Place:

Date:

SIGNATURE

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

REGIONAL OFFICE-AMBALA

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
(Refer ISI Code 0.3861-1975")
Excluding the following:
 - (i) Bath room and lavatory
 - (ii) Verandahs
 - (iii) Corridors and passages
 - (iv) Entrance hall and porches
 - (v) Staircases and munties
 - (vi) Shaft and Machine room for lift
 - (vii) Air conditioning plant rooms
 - (viii) Shaft for sanitary piping., etc.

- 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)).
- (c) Advance rent.

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

Place:

Signature

This Financial Bid is to be put up in a separate envelope duly sealed and super scribed as "B Financial Bid" mentioning your name, address and telephone number thereon.