

THE ORIENTAL INSURANCE COMPANY LIMITED

Regional Office

9th & 10th floor, Bima Bhawan, NBCC Centre, Sahkar Marg, Jaipur-302015

Contact no.:0141-2742561

CIN NO U66010DL1947GO1007158

PREMISES REQUIRED ON RENT AT JAIPUR

Two Commercially approved Premises required on Rent having carpet area **1500 sq.ft (+/-10%) each**, one in the area of Nehru Place, Tonk Road & its nearby area and second in the area of Sahkar Marg, Jaipur & its near by area. Separate bids should be submitted for the premises for which last date for submission of sealed Technical Bids and Financial Bids is 15th April 2019, 5.30 P.M. Prescribed formats and others details may be collected from our Divisional Office-3 Jaipur at 1st floor, Airline bhawan, Nehru place tonk road jaipur (Mobile No.8209528292) or from above address or may be download from our Company website: www.orientalinsurance.org.in. Documents/proof related to Commercial use of premises must be enclosed with technical bid, otherwise the bid will be rejected out rightly.

D. N. Sakkarwal

Chief Regional Manager

दि ओरिएंटल इन्शुरेंस कम्पनी लिमिटेड

क्षेत्रीय कार्यालय, नवा एवं दसवा तल, बीमा भवन, एनबीसीसी सेंटर, सहकार मार्ग, जयपुर 302015

संपर्क नंबर 0141.2742561

CIN NO U66010DL1947GO1007158

जयपुर में किराए पर परिसर चाहिए

जयपुर में दो वाणिज्यिक परिसर पहला नेहरू प्लेस टोंक रोड़ जयपुर एवं इसके आस.पास के इलाके में और दूसरा सहकार मार्ग जयपुर एवं इसके आस.पास के इलाके जो कि प्रत्येक 1500 वर्गफीट कार्पेट एरिया (10 प्रतिशत कम ज्यादा) का हो किराए पर चाहिए। दोनों के लिए अलग अलग निविदा भरनी होगी जिसके लिए मुहरबन्द तकनीकी प्रस्ताव और वित्त प्रस्ताव की प्रस्तुति की अन्तिम तिथि 15 अप्रैल 2019 सायं 5:30 बजे है। निर्धारित प्रारूप और अन्य विवरण हमारे उक्त लिखित पते पर या हमारे मण्डल कार्यालय तृतीय जयपुर प्रथम तल एयरलाइन भवन नेहरू प्लेस टोंक रोड़ (मोबाईल नं० 8209528292) से प्राप्त किए जा सकते हैं अथवा कम्पनी की वैबसाईट www.orientalinsurance.org.in (निविदा) से डाउनलोड किए जा सकते हैं! परिसर के व्यावसायिक उपयोग संबंधी दस्तावेज़ प्रमाण टेक्निकल बिड के साथ आवश्यक रूप से संलग्न करने होंगे अन्यथा बिड रद्द कर दी जाएगी।

डी एन सककरवाल

मुख्य क्षेत्रीय प्रबन्धक

दि ओरिएंटल इश्योरेंस कम्पनी लिमिटेड

क्षेत्रीय कार्यालय, नवा एवं दसवा तल, बीमा भवन, एनबीसीसी सेंटर, सहकार मार्ग, जयपुर

संपर्क नंबर 0141.2742561

जयपुर में मण्डल कार्यालय 3 जयपुर एवं क्षेत्रीय प्रशिक्षण केंद्र के लिए किराए पर परिसर चाहिए

न्यूनतम 9 वर्षों के लिए जयपुर शहर में दो परिसर पहला मण्डल कार्यालय के लिए नेहरू प्लेस टॉक रोड जयपुर एवं इसके आस.पास के क्षेत्र में और दूसरा क्षेत्रीय प्रशिक्षण केंद्र के लिए सहकार मार्ग जयपुर एवं इसके आस.पास के क्षेत्र में 1500 वर्गफीट कारपेट एरिया 10 प्रतिशत कम ज्यादा (स्नानघर,शौचालय, बरामदा आदि को छोड़कर) वाले हाल/होलों के आकार में किराए पर वाणिज्यिक परिसर हेतु दोहरे प्रस्ताव विधि के तहत मोहरबंद प्रस्ताव आमंत्रित किए जाते हैं। इनके पंजीकरण परिभार का वहन 50-50 अनुपात में उक्त अवधि के लिए समुचित प्राधिकारी के पास पट्टे के रूप में पंजीकृत कराना होगा। तकनीकी एवं वित्तीय प्रस्ताव मात्र कारपेट एरिया तक चयनित किए जायेंगे। परिसर काम में लेने की स्थिति तैयार होना चाहिए, उसमें पावर बैकअप की सुविधा हो, महिलाओं एवं पुरुषों के लिए प्रसुविधाएं हो, उचित वेंटीलेशन हो और ऐसे चौड़े रास्ते पर स्थित हो, जिससे कि वहां आसानी से पहुंचा जा सके।

इच्छुक पक्षकार दो अलग-अलग लिफाफो पर तकनीकी प्रस्ताव एवं वित्तीय प्रस्ताव अंकित कर उन्हें प्रस्तुत कर सकते हैं। इन दोनों प्रस्तावों को तीसरे लिफाफे में रखा जाए, जिस पर पट्टे पर कार्यालय परिसर हेतु प्रस्ताव अंकित किया जाए और उन्हें उपर वर्णित पते पर दिनांक 15/04/2019 समय सायंकाल 5:30 बजे तक श्रीमती नीलम सेठ, क्षेत्रीय प्रबन्धक, सम्पदा विभाग, दि ओरिएंटल इश्योरेंस कम्पनी लि, क्षेत्रीय कार्यालय को सम्बोधित किया जाए। तकनीकी प्रस्ताव दिनांक 16/04/2019 समय सुबह 11:30 बजे खोले जायेंगे। **दोनों परिसर के लिए अलग अलग निविदा भरनी होगी एवं उनके प्रत्येक लिफाफो पर हमारे जिस कार्यालय के लिए निविदा भरी गई हो का नाम साफ साफ अंकित करना होगा।**

प्रस्तावों के लिए प्रारूप दिनांक 12/04/2019 तक कार्यालय समय के दौरान दि ओरिएंटल इश्योरेंस कम्पनी लि., मण्डल कार्यालय 3 जयपुर प्रथम तल एयर लाइन भवन नेहरू प्लेस टॉक रोड (मोबाईल नं0 8209528292) अथवा हमारे उपरोक्त वर्णित क्षेत्रीय कार्यालय से प्राप्त किए जा सकते हैं अथवा कम्पनी की वेबसाईट www.orientalinsurance.org.in (निविदा) से डाउनलोड किए जा सकते हैं। मोहरबंद प्रस्तावों को निविदादाता या उसके प्रतिनिधि के द्वारा, इसके लिए उपलब्ध निविदा पेटी में अन्तिम तारीख व समय या उसके पहले डाला जा सकता है। मार्ग में खोए हुए प्रस्तावों या किसी कारणवश देरी से प्राप्त प्रस्तावों के लिए कम्पनी जिम्मेदार नहीं होगी। दलालों को कम्पनी के द्वारा कमीशन अदा नहीं किया जायेगा और उनके प्रस्तावों के साथ स्वामी की ओर से उन्हें अधिकृत किए जाने का पत्र संलग्न होना चाहिए। कम्पनी बिना कोई कारण बताए, किसी भी प्रस्ताव या समस्त प्रस्तावों को अस्वीकार करने अधिकार सुरक्षित रखती है।

मुख्य क्षेत्रीय प्रबन्धक

THE ORIENTAL INSURANCE COMPANY LIMITED

Regional Office Jaipur

9th and 10th floor, Bima Bhawan, NBCC Centre, Sahkar Marg, Jaipur-302015

Contact no.:-0141.2742561

OFFICE PREMISES ON LEASE BASIS

For DO-3 Jaipur and RTC Jaipur.

Sealed offers are invited in **Two Bid** system for acquiring Two commercial premises on rent in the shape of hall/halls each having approximate Carpet Area 1500 sq. ft. (+ / - 10 %) (excluding Bath Room, Lavatory, Verandahs etc.) in the specified localities first for DO-3 Jaipur in the area of Nehru place, tonk road Jaipur & its nearby area and Second for RTC Jaipur in the area of Sahkar Marg Jaipur & its nearby area for a minimum period of 9 years lease to be registered with the appropriate authority for the same period with registrations 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 and should be located on wide road having good approach for entry.

Interested parties may submit bids for each premises separately 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 **Smt. Neelam Seth , Regional Manager, Estate Deptt., The Oriental Insurance Company Limited, Regional office, 9th & 10th floor, Bima Bhawan, NBCC Centre, Sahkar Marg Jaipur -302015** by 15.04.2019 5.30 p.m. The technical bid shall be opened on 16.04.2019 at 11:00 AM. **Separate bids will have to be submitted for both the office premises and the bidder should mention on each envelop the name of our office for which the bid is submitted.**

The format for bids may be obtained from the **The Oriental Insurance Co. Ltd., Divisional Office 3 Jaipur at 1st floor, Airlines bhawan, Nehru place, tonk road jaipur or our above mentioned Regional office** during office hours latest by 12.04.2019 (Mobile No. 8209528292) or may be download from our Company website : www.orientalinsurance.org.in (Tenders). Sealed bids will have to be dropped into the Tender box meant for the same by the tenderer or his representative 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

ANNEXURE - 2

THE ORIENTAL INSURANCE COMPANY LIMITED
Regional Office, 9th & 10th floor, Bima Bhawan,
NBCC Center, Sahkar Marg, Jaipur 302015
(TELEPHONE NO. 0141-2742561)

IMPORTANT INSTRUCTIONS

1. Technical Bid to be put up in envelope-1 duly sealed and super scribed as "**Technical Bid**" 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 on lease basis**" and mentioning your name, address and telephone number thereon.
4. The envelope-3 should be sent to:

The Regional Manager,
Estate Department
Regional Office, 9th & 10th floor, Bima Bhawan,
NBCC Center, Sahkar Marg, Jaipur 302015

Lastest by15th April 2019 by 5.30 p.m.

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.


Regional Manager

ANNEXURE. - 3

THE ORIENTAL INSURANCE COMPANY LIMITED
Regional Office, 9th & 10th floor, Bima Bhawan,
NBCC Center, Sahkar Marg, Jaipur 302015
(TELEPHONE NO. 0141-2742561)

TECHNICAL BID

I. Details of the Owner

1. Name and Address
2. Telephone Number / Mobile number:
Email ID:
3. Marketability of Title
4. Location of the plot/premises
(Attach sketch plan)
5. Floor of the offered premises _____(Ground Floor / First Floor Second Floor / Third Floor.....)

II. Details of the Locality:
(nearby -----landmark)

III. Details of the property:

1. Carpet Area of the Premises : _____sq.ft.

(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 munties (vi) Shaft and Machine room for lift(vii) Air Conditioning Plant Rooms (viii) Shaft for sanitary pipings etc.

2. If proposal is for ready built premises Yes/NO
Year of construction _____
3. 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 the premises to be provided by offerer

4. Whether parking space will be provided. Yes / No

IV. Terms of lease Offered:

- (a) Minimum Period of lease (9 years or 10 years) _____ years
- (b) (i) Increase of rent after 3 years @ 15%
- (ii) Increase of rent after 5 years @ 25%.

V. Registration charges:

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

VI. Other facilities available:

- (a) Water availability (whether Municipal water / bore well water)
- (b) Electrical Power phase and sanctioned load
- (c) Lift facilities
- (d) Generator / power back up
- (e) Fire Fighting arrangements
- (f) Distance from bus station / Rly. Station / Air-port
- (g) Type of flooring- Granite / marble / vitrified tiles / mosaic / ordinary flooring.
- (h) Age of Building – within 10 years / 10-20 years / 20-30 years / above 30 years.
- (i) Natural light and ventilation.
- (j) Whether premises is fitted with Airconditioners - Yes / No
- (k) Whether premises is fitted with Furniture & Fixtures - Yes / No
- (l) located on Road side / Back side
- (m) Any other relevant information

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 premises offered are carried out as per local rules and regulations. I / We also agree to provide space on the terrace of the premises (or at any other suitable area) for installation of **INLIAS Antenna** or any other like device to facilitate the business operations of the OICL without any extra charges.

Place:

Date:

SIGNATURE

Name:

Designation of
Duly authorized Attorney.

THE ORIENTAL INSURANCE COMPANY LIMITED
Regional Office, 9th & 10th floor, Bima Bhawan,
NBCC Center, Sahkar Marg, Jaipur 302015
(TELEPHONE NO. 0141-2742561)

FINANCIAL BID:

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

- 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 munties (vi) Shaft and Machine
 room for lift(vii) Air Conditioning Plant Rooms (viii) Shaft for sanitary pipings etc.

The Tenderer 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
 (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:

Signature