



# युनाइटेड इंडिया इन्श्यूरेन्स कं. लि. UNITED INDIA INSURANCE CO LTD

[A Government of India Enterprise]

## Estates Department – Regional Office

BLOCK – A, 5<sup>TH</sup> FLOOR, OCHC BUILDING, UNIT –III, KHARAVELA NAGAR, BHUBANESWAR,  
ODISHA – 751001, PHONE – 0674-2394840 FAX : 0674 - 2391739

### **TENDER – NEW PREMISES FOR BO BARGARH, ODISHA** **FINANCIAL BID**

[To be kept in a Separate Sealed Envelope]

#### 1. Details of the Owner

Name	
Address for Communication	
Telephone Number	
Mobile Number	
Email ID	
Address of the Premises	

#### 2. Details of Rent

<p>Rent per Month[] per Square Feet of Carpet Area `</p> <p>[Carpet area excludes area covered by walls, toilets, balcony, stair case, common area, verandah, lift area etc.]</p> <p><b>Rent shall be payable ONLY on Carpet Area</b></p>	
<p>Maintenance Charges per [month] per Square Feet of Carpet Area `</p> <p>(Includes the Lessee's share of expenses towards cleaning &amp; upkeep of common area, electricity charges of common area, Security Guards, Maintenance of Lifts, Diesel Generator sets &amp; CCTV setup and all other similar common area expenses.)</p>	
<p>Any Other Charges per [month] per Square Feet of Carpet Area `</p>	
<p>Is Service Tax Payable on Rent? [payable only on production of Service Tax Registration Number]</p>	

### 3. Terms of Lease

<i>Duration of Lease (should be a minimum of 9 years)</i>	
<i>Escalation of Rent</i> <i>[Choose <b>ONE</b> of the Options]</i> <i>25% Escalation for Every Five (5) Years</i> <i>(or)</i> <i>15% Escalation for Every Three (3) Years</i>	
<i>Is Advance Rental Deposit payable by Lessee? If Yes, how many months?</i>	_____ Months

#### Terms & Conditions:

1. I/We agree for registration of the Lease Agreement and also to bear 50% of the Registration Expenses.
2. I/We affirm that I/We hold the clear title of the ownership of the premises and have the absolute rights to offer it on lease and to collect rent, in return.
3. I/We accept that the amount mentioned in the first row of Section (2) above is inclusive of all the facilities & amenities viz. Parking Space, Water Supply, Municipal Taxes, Fees/Surcharges, Cess, other Conveniences etc.
4. I/We confirm that the maintenance charges mentioned in the second row of Section (2) is inclusive of the Lessee's share of expenses towards cleaning & upkeep of common area, electricity charges of common area, security guards, maintenance of Lifts, Diesel Generator sets & CCTV setup and all other similar common expenses.
5. I/We undertake that I shall pay all the duties & taxes as levied by the Statutory Authorities from time time within the due date, relating to the aforementioned premises being offered on lease, and **'United India Insurance Company Ltd.'** Shall have no liability/responsibility in this regard.
6. I/We that any civil repairs required to the building and inside the premises shall be carried out to the best quality at our expense and to carry out the periodic maintenance of all the facilities & amenities in the building at our expense.

Name, Signature & Seal of the Bidder

Place:.....

Date: \_\_\_\_\_