



DELHI REGIONAL OFFICE-2
CORE-I, 2nd FLOOR, SCOPE MINAR COMPLEX,
LAXMI NAGAR, DELHI-110092
TELEPHONE:-011-22047035,22454222,22454246

OFFICE SPACE REQUIRED ON LEASE AT GURUGRAM (NEAR SECTOR 14)

Sealed offers are invited for (Commercial) Office premises at **GURUGRAM (NEAR SECTOR 14)** on lease for Divisional Office-14 having Carpet Area of approximately **2000 sq ft** in and around Setor 14 Gurgaon situated on / near Main / Wide Road in clean surroundings, with adequate parking space, drinking water and minimum of two toilets.

Interested Parties may submit offers in two bid system viz., “Technical Bid” and “ Financial Bid” in two separate sealed envelopes / covers superscribed as “Technical Bid” and “Financial Bid”. Both these sealed envelopes should be put in one envelope sealed and superscribed “**Offer of premises for Divisional Office -14 Gurugram**”. This envelope should be addressed to Deputy General Manager, United India Insurance Co. Ltd., Regional Office-2, Core-I, 2nd Floor, Scope Minar, Laxmi Nagar Delhi-110092.

The Technical bid contains details of locality, carpet area, construction, toilets for exclusive use, water, power supply etc. The Financial bid contains rent rate per sq. ft., carpet area, lease period etc. Bids which are not in the prescribed formats or incomplete bids shall be rejected.

Completed bids should reach at Regional Office only at above address on or before 3 pm on **26/12/2017 (Tuesday)**. The prescribed Technical and Financial bids forms can be obtained during Office working hours from the Estate Department at above mentioned address or please contact our Regional Office-2 Delhi , Tel No. **011-22047035,022454222,022454246** or forms can be downloaded from Co. Website, Please visit “ Tenders/RFP” tab on our Company's Website <http://www.uiic.co.in>.

No Brokerage or Commission is payable. The Company reserves the right to accept or reject all or any of the offers without assigning any reason thereof.

Technical bid would be opened on **02/01/2018 (Tuesday) at 3.00 pm** in the presence of bidders who want to be present.

Date : 03/12/2017

Deputy General Manager