

**OFFICE PREMISES REQUIRED ON LEASE FOR OUR DIVISIONAL OFFICE AT KADAPA DISTRICT,  
ANDHRA PRADESH**

Sealed offers are invited in two-bid system from interested property owners offering their Premises for KADAPA Divisional office of our Company on long term lease. The premises should have a **carpet area between 1800 sft and 2000 sft (maximum)**, and should be situated in KADAPA Town, preferably on, or as close to a business prime locality as possible, in the ground or first floor along with adequate drinking water facility & availability of reserved parking space for vehicles of our staff as well as customers

Interested parties may submit their bids in two separate envelopes, duly super scribed as **“Technical Bid”** and **“Financial Bid”**. Both these bids should be put in a single envelope which should be superscribed **“Offer of premises for DO KADAPA”**. This should be addressed to **The Deputy General Manager, United India Insurance Co. Ltd., Regional Office, United India Towers, 3-5-817 & 818, Basheerbagh ‘X’ Roads, Hyderabad – 500 029.**

The completed bids may be deposited in person or sent by post or courier so as to be received by **The Deputy General Manager, United India Insurance Co. Ltd., Regional Office, United India Towers, 3-5-817 & 818, Basheerbagh, Hyderabad – 500 029** before **3.00 P.M. on 12<sup>th</sup> OCTOBER, 2021.** Bids received late will not be entertained. Bids which are incomplete or not in the prescribed format are liable to be rejected. The Company shall not be responsible for delay or non-receipt of bids sent by post/courier.

No brokerage or commission is payable by the Company. Third parties submitting the bids shall submit the Power of Attorney / Proper Authorization from the owners. The Lessor should agree to enter into lease deed as per Company’s standard format and should also bear 50% of the registration expenses.

**IMPORTANT: Minimum Lease period should be 3 + 3 + 3 i.e. 9 years, with an escalation in rent after every 3 years. However, preference would be given to those premises which are offered for a 15-year period (5 + 5 + 5) with escalation in rent after every 5-year period.**

The company reserves the right to reject all or any of the offers in full or in part without assigning any reason thereof.

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