

UNITED INDIA INSURANCE CO LTD

[A Government of India Enterprise]

Estates Department – Regional Office

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

TENDER – NEW PREMISES FOR BO BARGARH, ODISHA

TERMS & CONDITIONS

Sealed offers are invited in **Two-Bid System** from interested property owners [Private / PSU / Government] offering their Premises for the Branch Office – Bargarh of our Company on long term lease. **The premises should have a carpet area of around 1000 sft (plus or minus 10% is permitted)**, and should be situated in Bargarh, preferably in a prime business locality, in the ground or first floor with good visibility & accessibility 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 superscripted as **“Technical Bid”** and **“Financial Bid”**. The formats for the Technical and Financial Bids are uploaded on our Company's Corporate Website (www.uiic.co.in/tender). Both these bids should be put in a single larger envelope which should be superscripted **“Offer of premises for BO Bargarh”**. This should be addressed to **The Chief Regional Manager, United India Insurance Co. Ltd., Regional Office, BLOCK – A , 5TH FLOOR, OCHC BUILDING, UNIT –III, KHARAVELA NAGAR, BHUBANESWAR, ODISHA – 751001.**

These bids can also be obtained from our Sambalpur Divisional Office located at **Shivlok Complex, Gaity Talkies Road, V.S.S. Marg, Sambalpur, Odisha - 768001** or from our Bargarh Branch Office, presently located at **Hotel Oriental Complex, Floor no -1, Gosala Road, Bargarh, Odisha - 768028 (Phone No. 06646-234847 (Contact person: Mr. Bijay Kumar Mohapatra, A O , Mobile No. 9437052100)** during office hours (10 AM to 5:30 PM) on all working days **till 28th of June, 2017**, on payment of ` 100/- by Cash/DD. The bids downloaded from the Company's Website are to be submitted along with a DD of ` 100/-, in favor of **'United India Insurance Company Ltd'** payable at Sambalpur.

The completed bids may be deposited in person or sent by post or courier **so as to be received by Branch Manager, United India Insurance Co. Ltd., Hotel Oriental Complex, Floor no -1, Gosala Road, Bargarh, Odisha - 768028 before 03.00 PM on 29th of June, 2017.** 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. Technical Bids will be opened at our Bargarh Branch office (Present Location) on **29th June 3:30PM** in presence of the Bidders. The Premises found suitable in Technical Bids and Inspections only will be considered for Financial Bid opening. The Entire Procedure will be conducted in supervision of Member of RO Estate Committee.

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. A specimen copy of the Company's Standard Lease Agreement can be obtained on request from Sambalpur Divisional Office, Sambalpur at the address given above (Contact person: Mr. P K Nanda, Sr. Divisional Manager, Email ID: pradipnanda@uiic.co.in).

IMPORTANT: Minimum Lease period should be 3 + 3 + 3 i.e. 9 years, with an escalation in rent @ 15% after every 3 years. However, preference would be given to those premises which are offered for a 15-year period (5 + 5 + 5) with an escalation in rent @ 25% after every 5-years.

The company reserves the right to reject all or any of the offers in full or in part or may call off the entire tender process, without assigning any reason thereof.

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