



## UNITED INDIA INSURANCE CO. LTD.

### REGIONAL OFFICE:

ADDRESS : REGIONAL OFFICE: 5<sup>th</sup> & 6<sup>th</sup> Floor, Krishi Bhavan, Hudson Circle,  
Bangalore-560 001.PHONE NO.080-22534007 / 4008 / 4031

### TENDER FOR OFFICE SPACE ON LEASE FOR DIVISIONAL OFFICE NO. IV, BANGALORE TERMS AND CONDITIONS

1. Interested Parties / Builders / Landlords / Owners including Public Sector Enterprises / Govt. Undertakings / Govt. Depts. with clear marketable title deeds and proper Building plan approved by the Competent Authority with permission from local Authorities to carry out Commercial activities may collect tender documents ( two different forms) i.e. "Technical bid" and "Financial bid" along with terms and conditions, from 20.03.2017 to 09.04.2017 during Office hours from the above address OR these forms can be downloaded from Company's website <http://www.uiic.co.in>
2. The Terms and conditions shall form part of the tender to be submitted by the bidder.
3. The bids should be completed in all respects and no column to be left blank. All pages of tender documents are to be signed by authorised signatory of the bidder and the bids should be duly sealed **separately** in two envelopes superscribed "Technical bid" and "Financial bid" and both the sealed envelopes to be put in **third** envelope superscribed "Tender documents for **"Offer of premises for United India Insurance Co Ltd, "DIVISIONAL OFFICE NO. IV, BANGALORE"** addressed to the Dy.Gen.Mgr./ Regional Manager, at above address and to be received on or before 15.00 HRS On 10.04.2017.
4. The Company shall not be responsible for tenders lost in Transit / Postal delay. The tender documents received after the due date and time will not be entertained. No Brokerage/Commission is payable. The Technical bids will be opened on 10.04.2017 at 16.00 HRS in the presence of bidders present.
5. Carpet Area (excluding Balcony, Veranda, Common Area, Pillars, Walls, Staircase, etc..) should be basis for quoting rent, rate, per sft. Rent Rate per sft to be inclusive of all amenities including parking space, other convenience, municipal taxes/surcharges wherever to be borne by the lessee.  
Average monthly outgo (except service tax wherever applicable will be extra) per sqft of carpet area over the entire lease period offered is the basis to find out the lowest bid.
6. Carpet area offered should be around 2000 sq ft and within (-)10% or (+) 30% of area for which offers are invited. Initial lease period to be minimum for 9/10 years and maximum rent escalation to be upto 15% after every 3 years or upto 25% after every 5 years. Security/Deposit to be upto maximum of six months' rent. Other terms and conditions will be as per Company's standard format of lease agreement a copy of which is uploaded on Company's website with tender documents.
7. Company reserves the right to accept or reject any or all the Offers without assigning any reasons whatsoever.

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