

# युनाइटेड इंडिया इंश्युरेन्स कंपनी लिमिटेड

क्षेत्रीय कार्यालय , देहरादून

UNITED INDIA INSURANCE COMPANY LIMITED

REGIONAL OFFICE

Estate Department

899/1 Kaulagarh Road, Hotel Ratna Palace, Dehradun

Ref:No. RO-DDN/Estate/ yk/0042/2017-18

DATE: 28.02.2018

TENDER FOR OFFICE SPACE ON LEASE AT MEERUT

## TERMS AND CONDITIONS

1. Interested Parties /Builders/Landlords/Owners including Public Sector Enterprises/Govt. Undertakings/Govt. Dept. 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 01.03.2018 to 27.03.2018 during office hours from the above address OR these forms can be downloaded from Tab Tenders/RFPs on 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 papers of tender documents are to be signed by authorised signatory of the Bidder and the Bids should be duly sealed SEPRATELY in Two envelopes superscribed " **Technical Bid**" and " **Financial Bid**" and both the sealed envelopes to be put in **Third Envelop** superscribed " **TENDER DOCUMENTS FOR DO II ,MEERUT**" premises addressed to the Chief Regional Manager at **above** address and to be received on or before 3.00P.M. On 27.03.2018.
  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 the same day i.e. 27.03.2018 at 4.00 P.M. In the presence of Bidders presence.
  5. Carpet are [excluding balcony, verandah, common area, pillars, walls, staircase, toilets etc.] should be the basis for quoting rent rate per sft. Rent rate psft. To be inclusive of all amenities including parking space, other conveniences, municipal taxes/surcharges wherever to be borne by the lessee.
- Average monthly outgo[except service tax wherever applicable will be extra] per sq. feet of carpet area over the entire lease period offered is the basis to find out the lowest Bid.**
6. Carpet area offered should be within [-]10% or upto [+10] of area for which offers are invited. Initial lease period to be minimum 5+5+5 years and maximum rent escalation to be 25% after every 5 years. Security deposit to be upto maximum of **SIX MONTHS** rent. Other terms and conditions will be as per Company standard format of lease agreement. A copy of which is uploaded on Company's website with tender documents.
  7. There should be two separate Toilets it is compulsory. There should be adequate parking space for two wheelers/ cars and clients and facility of drinking water with wide roads in clean surroundings.
  8. The selected L-1 will incorporate the automatic renewal clause in lease deed.
  9. Company reserves the right to accept or reject any or all the Offers without assigning any reasons whatsoever.

[ D.N. Behera ]  
Regional Manager

28/2/18