



UNITED INDIA INSURANCE CO. LTD.

Regional Office, Sharanya, Hospital Road, Ernakulam, Kochi-682011

Phone No: 0484-2887900

TENDER FOR OFFICE SPACE ON LEASE AT KADAVANTHRA, ERNAKULAM

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 **15/03/2019 to 28/03/2019** during Office hours from the above address OR these forms can be downloaded from Company's [website http://www.uiic.co.in](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 "Brnach office Kadavanthra"** premises, addressed to the Deputy General Manager, at above address and to be received on or before . **3 pm on 29/03/2019**
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.**
5. Carpet area offered should be within (-) 10% or upto (+) 20% of area for which offers are invited. Initial **lease period to be minimum for 15 years (5+5+5)** and maximum rent escalation to be **upto 25% after every 5 years**. Security/Deposit to be up to 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.**
6. Company reserves the right to accept or reject any or all the Offers without assigning any reasons whatsoever.
