



**DELHI REGIONAL OFFICE-2  
CORE-I, 2<sup>nd</sup> FLOOR, SCOPE MINAR COMPLEX,  
LAXMI NAGAR, DELHI-110092  
TELEPHONE:-011-22047035,22454222,22454246**

**OFFICE SPACE REQUIRED ON LEASE AT GURUGRAM AT SOHNA ROAD**

Sealed offers are invited for (Commercial) Office premises at **GURUGRAM AT SOHNA ROAD** on lease for Divisional Office-14 having Carpet Area of approximately **3500 sq ft at Sohna Road Gurugram** situated on/near main/wide road in clean surroundings, with adequate parking space, drinking water facility and minimum of two separate toilets for ladies and gents.

Interested Parties may submit offers in **two bid system** viz., “Technical Bid” and “ Financial Bid” in **two separate** sealed envelopes / covers superscribed as “Technical Bid” and “Financial Bid”. Both of these sealed envelopes should be put in another single envelope sealed and superscribed “**Offer of premises for Divisional Office -14 Gurugram**”. This envelope should be addressed to Chief Regional Manager, United India Insurance Co. Ltd., Regional Office-2, Core-I, 2<sup>nd</sup> Floor, Scope Minar, Laxmi Nagar Delhi-110092.

The Technical bid contains details of locality, carpet area, construction, separate toilets for exclusive use of Ladies and Gents, water facility, power supply & parking facility etc. The Financial bid contains rent rate per sq. ft., carpet area, lease period etc. Bids which are not in the prescribed formats or incomplete bids shall be rejected.

Completed bids should reach at Regional Office only at above address on or before 3 pm on **04/03/2019 (Monday)**. The prescribed Technical and Financial bids forms can be obtained during Office working hours from the Estate Department at above mentioned address or from our Regional Office-2 Delhi, Tel No. **011-22047035, 022454222, 022454246** or forms can be downloaded from "Tenders/RFP" tab of our Company's Website “<http://www.uiic.co.in>”

No Brokerage or Commission is payable. The Company reserves the right to accept or reject all or any of the offers without assigning any reason thereof.

Technical bid would be opened on **06/03/2019 (Wednesday) at 3.00 pm** in the presence of bidders who want to be present.

Date : 05/02/2019

Chief Regional Manager