

**The Oriental Insurance Company Ltd.**  
**Regional Office 3**  
**6th Floor, Town Centre, Tower 1**  
**Andheri-Kurla Road**  
**Near Saki Naka**  
**Andheri East, Mumbai – 400 059**

FINANCIAL BID

I. Details of the Owner			
	1.	Name & Address	:
	2.a.	Telephone Number / Mobile No.	:
	2.b.	E-Mail ID	:
	3.	Address of the Premises Offered	:
	4.	Floor of the Offered Premises (Ground, First, ...)	:
II. Rate for Lease of the Premises			
	1	Carpet Area of the Premises in sq.ft. (Refer "ISI Code No.IS-3861-1975") Excluding the following : (a) Bath Rooms and Lavatories (b) Verandahs (c) Corridors & Passages (d) Entrance Hall & Porches (e) Staircaes and Mumties (f) Shaft & Machine Room for Lift (g) Air Conditioning Plant Rooms (h) Shaft for Sanitary Pipings etc.	:
	2	Rate per sq.ft.of Carpet Area	:

III. Terms of Lease Offered			
1	Minimum Period of Lease (9,10 or more years)	:	
2	(a) Increase of Rent after 3 years (in %)	:	
	(b) Increase of Rent after 5 years (in %)	:	
	(c) Total Lease Period (Minimum Lease Period acceptable is either 9 years ie., initial 3 years plus 2 extensions of 3 years each) or 10 years ie., initial 5 years plus 1 extension of 5 years)	:	
3	Advance Rent	:	

I/We confirm that the rates offered by us are all inclusive and that there will be no additional charges whatsoever over and above the rates offered. I/We also confirm to abide by the standard lease agreement of the Company, which shall be compulsorily registered with the Registration Authority for the total period of lease in one go. I/We agree to bear the registration charges on 50:50 basis.

Place :

Signature

Date :

Name & Designation of the Duly Authorised Attorney

**Note:** This Financial Bid is to be put in an Envelope duly sealed and superscribed as "Financial Bid" mentioning your name, address and telephone number thereon.