

राजभाषा हिन्दी देश की एकता का प्रतीक



दि न्यू इण्डिया एश्योरन्स कं. लि.
हैदराबाद क्षेत्रीय कार्यालय
दि न्यू इण्डिया भवन, ट न 1, 2 एव 3
हब्सिगुडा, आई प, उपल, हैदराबाद : 500007

THE NEW INDIA ASSURANCE CO.LTD.
HYDERABAD REGIONAL OFFICE
New India Bhawan , Plot No. 1 , 2 & 3
Habsiguda , I P , Uppal, Hyderabad—500007

CIN No: L66000MH1919GO1000526

Dated 27th January, 2025.

**WANTED COMMERCIAL PREMISES ON LEASE BASIS FOR
SECUNDERABAD MEDIUM BUSINESS OFFICE (610400) UNDER
HYDERABAD R.O.**

Sealed offers (Technical and Financial) are invited for acquiring on lease of commercial space of 1200 sq. ft. approximately carpet area in the locality of surrounding Ranigunj, Secunderabad preferably 1st and 2nd Floor situated on a wide road in clean surroundings and within 24 hrs. drinking water supply and 3 phase electricity connection, in a ready state of possession with two Car & four 2-Wheelers parking facilities preferably.

Interested parties may submit bids their offers in sealed envelope mentioning 'Technical Bid' and 'Financial Bid' placed in an envelope super scribed "Offer of Premises for Secunderabd Medium Business Office" addressed to The New India Assurance Co. Ltd., Hyderabad Regional Office, New India Bhavan, Plot No.1, 2 & 3, Habsiguda, IP- Uppal Hyderabad - 500007 along with copies of duly approved plan, title deed, layout of the building etc. to Hyderabad RO latest by 3rd February, 2025 @ 4:00 P.M. . Tenders will be opened on 03/02/2025 @ 4.30 P.M. The tender documents can be collected from our Hyderabad Regional Office between 10.00 am to 1.30 pm and 2.00 to 5.30 pm from Monday to Friday excluding Saturday and Sunday and any other holiday. The tender forms can also be downloaded from website <https://www.newindia.co.in/tender-notice>.

The company reserves the right to reject all or any of the offers in full or in part without assigning any reason thereof.



REGIONAL MANAGER.

(Handwritten signatures)



To,

The New India Assurance Co. Ltd.

Ref - Your advertisement in - _____ newspaper / Company's website on _____ for requirement of premises at _____ on Rent / Lease / Purchase. Tender Reference no.

1. Details of Builder / Owner:-

- i. Name : _____
- ii. Address & Phone no. : _____

2. Marketability of Title Deeds of the vendor :

- a) Solicitor's/ Advocate's Name & Address :
- b) Whether detailed report of the Solicitor/Advocate for marketability of titles is enclosed :
- c) Whether the premises offered is free from litigation / encumbrance

3. Details of the property offered :-

- i. Full address of the premises offered :
- ii. Usage of property (As approved by Competent Authority)
 - a. Commercial :
 - b. Residential & Commercial :
 - c. Shopping Centre :
- iii. No. of floors in the building :
- iv. At which floor the premises is offered :
(Preferably the offered premises should be on a single floor)
- v. Area of premises offered :
 - a. Super Built – up Area : _____ sq.ft.
 - b. Built- up Area : _____ sq.ft.
 - c. Carpet Area : _____ sq.ft.



- vi. a) List of common area as included for the purpose of computing Super Built-up Area.
- b) Details of the parking facilities available. :
- c) Whether cross ventilation is available. :
- vii. a) Year of the Construction of the Building :
- b) Estimated life span of the building :
- viii. Specification of the construction / material used :
- i) Class of Construction :
- ii) Type of construction
 - a) RCC framed structure :
 - b) Load bearing walls :
 - c) Any other :
- iii) Clear height from floor to ceiling (in ft.) :
- iv) Earth quake resistance level of construction :
- ix Period of lease offered :

4. Details of land/ site:-

- i. Tenure of the land
 - a) Free hold :
 - b) Leasehold :
 - a. If leasehold give residual
Period of lease & name of title holders. :
 - b. Annual lease rent & amount :
- ii. Size/ Dimension of the plot in ft.
 - a) Frontage :
 - b) Depth :
 - C) Other sides :
- iii. Area of the plot :
 - a) Covered area : _____ sq.ft.
 - b) Open area : _____ sq.ft.
- iv. Whether the building has underground / overhead water storage tank : **Yes/No**



- iv) Safety and Security arrangement : **Yes/No**
- v) Fire Exit : **Yes/No**
- vi) Availability of space on roof of the building for installation of V-SAT : **Yes/No**

8. Common Facilities Provided :

- i) Car parking space : Number of Vehicles
- ii) Scooter/Motor cycle parking space : Number of Vehicles
- iii) Lifts and their Nos. :
- iv) Generator for emergency : **Yes/No**
- v) Anti Lightening Device/ Lightening Arresters : **Yes/No**
- vi) Security arrangements : **Yes/No**
- vii) Proper sanitary / sewerage system : **Yes/No**

9. Details, of Plans /Blue Prints/ Sanctioned plan :

- i) Whether the plan of the Property
is sanctioned by Competent Authority : **Yes/No**
- ii) If sanctioned, please enclose copy of
approved land / site plans : **Attached / Not Attached**
- iii) Whether occupancy / completion certificate obtained : **Yes/No**

10. Provision of proper arrangement of Fire safety :

- i) Are the safety measures taken : **Yes/No**
- ii) If yes, give details of arrangements :
- iii) No Objection Certificate has been achieved /
secured from fire control Authorities : **Yes/No**
- iv) If yes, produce copies of proof certificates : **Attached / Not Attached**

11. List of annexures :

Signature

(Owner/ Authorized Representative)

PLACE :

DATE :

PS : All pages should be signed.

[Tenderers are advised in their interest to not to leave any of the aforesaid columns blank under any circumstances. Tenderers are also required to enclose layout plans of the premises on offer].





FINANCIAL BID FOR LEASE / RENTAL

Tender Reference No.

To,

The New India Assurance Co. Ltd.,

Ref – Your advertisement dated ____ in ____ newspaper / Company's website with regard to lease of premises _____ I / We offer you the premises described below on lease basis as under :

- 1) ADDRESS OF THE PREMISES OFFERED
- 2) CARPET AREA OF THE PREMISES OFFERED
- 3) MONTHLY RENTAL IN RS. PER SQ. FT. PER MONTH ON CARPET AREA
- 4) MAINTENANCE CHARGES PER SQ. FT. / PER MONTH / ON CARPET AREA
- 5) ANY OTHER TAXES / CESS / CHARGES
- 6) TOTAL OF 3, 4 & 5 ABOVE (RENT)
- 7) PERIOD OF LEASE (MINIMUM 9 YEARS WITH RENEWAL ON EVERY 3 YEARS OR 10 YEARS WITH RENEWAL ON EXPIRY OF 5 YEARS)
- 8) PERIODICAL ENHANCEMENT IN % (AFTER EVERY 3 OR 5 YEARS AS APPLICABLE)
- 9) REGISTRATION CHARGES TO BE BORNE EQUALLY ON 50:50 BASIS

DECLARATION:

1. I / We are aware that the 'RENT' (no 6 above) mentioned above will be inclusive of all amenities including parking space, other conveniences provided by the landlord, municipal taxes, rates / surcharges & cess etc.
2. It is my / our duty to pay the statutory liabilities / dues in relation to the premises offered above, to the appropriate authority within the due date & the Company shall have no other responsibility other than payment of the rent as mentioned above.

Signature
(Owner/ Authorized Representative)

Date:
Place:

