



*Leadership and beyond*

**दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड**  
**The New India Assurance Co. Ltd**

India's Premier Multinational General Insurance Company

Regional Office (550000), Alok Bharati Towers, 1<sup>st</sup> Floor, Sahid Nagar, Bhubaneswar

## **OFFER FOR PREMISES**

OFFER REF. No: BBSR RO/Barbil BO shifting\_ search/select/550702/

Dated: 22.03.2023.

Offers are invited from interested parties to hire commercial space on lease rent basis located preferably on the first floor of the commercial building having easy access to the customers, beside Main Road, BARBIL more precisely in between KIRIBURU CHOWK and CIRCUIT HOUSE CHOWK, BARBIL

Basic requirement of the preferred premises are as follows:

S.No	Particulars	Requirement
1	Carpet Area	1000 - 1200 Sqft on a single floor excluding mezzanine floor
2	Location Of Premises	As stated above (Beside Main Road Barbil in between KIRIBURU CHOWK and CIRCUIT HOUSE CHOWK) preferably on first floor
3	Vehicle Parking Facility	Four-wheeler 3 nos and Two wheeler minimum 8-10nos
4	Electricity Connection	Three Phase connection with independent meter
5	Water Supply	Adequate uninterrupted continuous water supply
6	Toilet Facility	Two nos ( one for gents & other one for ladies)Should be available

Interested Parties are requested to submit their offers in sealed envelope to The Establishment Department, The New India Assurance Company Limited, BBS RO, 1<sup>st</sup> Floor, Alok Bharati Towers, Saheed Nagar, Bhubaneswar-751007. The envelope should be super scribed with "Offer of commercial Space on leased basis"

Offers should necessarily be submitted on or before 31<sup>th</sup> March 2023 up to 5 P.M at the above said address. Offers submitted after the stipulated date & time in no case would be entertained.

The shortlisted parties will be informed by the company for arranging site inspection of the offered premises very soon after the last date of submission of offers.

The New India Assurance Company does not bind itself to accept any or all the bids and reserves the right to reject any or all the bids without assigning any reason.

All updates, corrigendum, addendum etc. will be published on [www.newindia.co.in](http://www.newindia.co.in) only.

Dy. General Manager  
Bhubaneswar RO (550000)

*Handwritten signature and date:*  
23/03/2023

## Offer Letter to rent out my Commercial Space for your Khurda Branch Office

To,

The Establishment Department,  
The New India Assurance Co. Ltd  
Bhubaneswar Regional Office,

Re: Your Letter dated: / Advertisement dated for requirement of  
commercial Space at Khurda on Main Road between Mukundaprasad & Khurda Traffic Square on  
rent / Lease.

I, Sri , owner of the house as detained below offer my  
proposal to rent out my house for your Khurda Branch Office.

### Details of the premises Offered:

1. Name of the Owner:
2. Full address of the premises offered:  
Plot No:  
Tehsil:  
Location:
3. Usages of the property: Commercial / Residential  
(Copy of patta/title proof/ plan approval/Address proof & upto date municipal tax payment  
receipt required to be Enclosed):
4. Whether Commercial use permitted? Yes / No  
(Copy of approval to be attached)
5. Area of the premises offered (in Sq.ft):
6. Class of construction of Building:
7. Whether 24 hours water supply available?
8. Whether 24 hours electricity supply available?
9. Whether toilet facility available?:
10. Monthly rent: Rs.
11. Advance rent amount, if any:
12. Terms of Lease agreement: 03/05 years

13. Renewal terms:

Name:

Signature:

Place:

e-mail address:

Contact No: