



दि न्यू इन्डिया एश्योरन्स कम्पनी लिमिटेड

THE NEW INDIA ASSURANCE COMPANY LIMITED

एर्णाकुलम क्षेत्रीय कार्यालय(760000) **ERNAKULAM REGIONAL OFFICE(760000)**

(Wholly owned by the Govt.of India)

KANDUMKULATHY TOWERS, P.B.NO.1049, M .G. ROAD, OPP.MAHARAJA's COLLEGE GROUND,
ERNAKULAM, KOCHI – 682 011.

PHONE Nos. (0484) 2361556 FAX No.2370593

ADVERTISEMENT FOR COMMERCIAL SPACE ON LEASE BASIS

The Company requires commercial premises of around 750 sft carpet area for its Pathanapuram BO (762105) premise to be relocated to a prominent place in the following cities/town:

Near Punalur Post Office Junction, Punalur-691305;

Interested parties, having commercial premises for lease, may apply with sketch & plan of the Building, Permit for commercial use from Local Authorities, Total Lease Term, Expected Rent per month, Maintenance of Common Area, if applicable, Electric and Water charges, GST on Rent, if applicable, sharing of lease registration expenses and other amenities available etc, in sealed envelope, super-scribed **“OFFER OF PREMISES FOR OFFICE AT PUNALUR, ERNAKULAM, TENDER REF NO: ERO/ESTT/2025-26/03”** addressed to :

“Dy.General Manager,
The New India Assurance Co.Lt.d.;
Ernakulam Regional Office,
Kandamkolathy Towers, M.G. Road,
Opp-Maharaj's College Ground,
Kochi-682011, Dist.Ernakulam”

The last date for receipt of offers is on or before **05/09/2025**. The tender documents can be collected from the office (address mentioned above) or from our Pathanapuram BO (762105) office at following address: 1ST FLOOR, BAVA SAHIB SQUARE,CENTRAL JUNCTION,PATHANAPURAM,KOLLAM DISTRICT,KOLLAM,689695, between 10.00 a.m. to 1.30 p.m. and 2.00 pm to 5.45 p.m. from Monday to Friday excluding Saturday and Sunday and any other holiday.

No brokerage is allowed. The Company reserves the right to reject or cancel all or any of the offers in full or in part without assigning any reason thereof.

REGIONAL MANAGER



Offer-letter

To
The Deputy General Manager
The New India Assurance Co. Ltd.,
Ernakulam Regional Office-760000
Kandamkulathy Towers,
Ernakulam-682011

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, if applicable (in case of lift/Security etc) Rs. _____ 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 (TOTAL PERIOD OF 3 YEARS OR 5 YEARS, RENEWAL ON MUTUALLY AGREED TERMS ON EXPIRY OF SAID TERM)
- 8) SECURITY DEPOSIT/ADVANCE, IF ANY:-
- 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.

Date:

Signature

Place:

(Owner/Authorized Representative)

Address: