



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, 1st Floor, Sahid Nagar, Bhubaneswar

OFFER FOR PREMISES

OFFER REF. No: BBSR RO/Patia MO shifting _ search/select/550206/ 1599
Dated: 05.01.2023.

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, on Nanadankanan Road in between Nalco square and Damana square, Bhubaneswar in the District of Khordha.

Basic requirement of the preferred premises are as follows;

S.No	Particulars	Requirement
1	Carpet Area	150-200 Sqft on a single floor excluding mezzanine floor
2	Location Of Premises	As stated above (On Nanadankanan Road in between Nalco square and Damana square) preferably on first floor
3	Vehicle Parking Facility	4 wheeler atleast one and Two wheeler minimum 4.
4	Electricity Connection	Three Phase connection with independent meter
5	Water Supply	Adequate uninterrupted continuous water supply
6	Toilet Facility	Should be available

Interested Parties are requested to submit their offers to The Establishment Department, The New India Assurance Company Limited, BBS RO, 1st Floor, Alok Bharati Towers, Saheed Nagar, Bhubaneswar-751007

Offers can be submitted on or before 12th Jan 2023 up to 5 P.M at the above said address.

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 only.


Regional Manager
Bhubaneswar RO (550000)

Offer Letter to rent out my Commercial Space for your Office Premises

To

Re: Your Letter DT. /AdvertisementDt. for requirement of premises at ----
..... on rent/Lease

I, Sri..... owner of the house
as detailed below offer my proposal to rent out my house for your Micro office.

Details of the Premises Offered

1. Name of the Owner:
2. Full Address of the premises Offered:
 - Plot No:
 - Tehasil:
 - Location:
3. Usage of the Property: Commercial/Residential:
(Copy of patta/title proof, plan approval, address proof and upto date municipal tax payment receipt required to be enclosed)
4. Whether Commercial use permitted:
(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 electric supply available:
9. Whether toilet facility available:
10. Monthly Rent: Rs.
11. Advance Rent Amount, if any: Rs.
12. Term of Agreement: 03/05/ Years:
13. Renewal Terms:

Name:

Signature:

Place:

e-mail address:

Contact No: