

PROFORMA

Application for office space of Second Floor Surya Nagar LIC Building, Bhubaneswar

SL.NO.	Description	
01	NAME OF THE APPLICANT	
02	ADDRESS	
03	NAME OF THE AUTHORISED PERSON WITH CONTACT NO. E mail id : Head Office/controlling office at	
04	Details of Company/Partnership Firm a)Details of Business b)Copies of Trade Licence* c)Memorandum and article of Association.	
05	Floor area required in sq.ft.	
06	Rent offered per sq.ft.(Excluding Taxes/levies) Base Price Rs.100.00 per sq.ft. Amount in Rs.in figures and words	
07	Electrical Load required	
08	Other requirements/Relevant information if any. Can be provided as annexure to this proforma	

Note: Please submit Name and Designation of the Authorised person to negotiate. Other details given as per Annexure-1 to this proforma which must be enclosed along with tender paper.

Senior Divisional Manager, LIC of India, Bhubaneswar Divisional Office reserves the right to amend, modify, cancel the bid at his discretion.

Place

Date

Full Signature with contact No.