

# COMMERCIAL BID

From :

Date :

Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

Tel No. / Mobile No. : \_\_\_\_\_

To,  
The Zonal Manager,  
Bank of Maharashtra,  
Mumbai City Zonal Office,  
JANMANGAL Building,  
45/47, Mumbai Samachar Marg,  
Fort,  
Mumbai 400 001.

Dear Sir,

**Re : OFFER TO GIVE ON LEASE /OWNERSHIP BASIS THE PREMISES FOR YOUR  
\_\_\_\_\_ BRANCH.**

In response to your advertisement in \_\_\_\_\_ dated \_\_\_\_\_, I / We, offer to you on lease/ownership basis -the premises described herein below for your \_\_\_\_\_ Branch.

- a) **Full Address of the Premises offered** :  
**on Lease/Ownership** :

## Commercial Bid Details:

### Premises on Rental Basis

Carpet area of the premises in sq.ft	Floor	Rate of rent per sq.ft.	Basic Rent	Service charges/Amenity charges if any	Rent per month

### Premises on Ownership Basis

Carpet area of the premises in sq.ft	Floor	Rate per sq.ft.	Total compensation	Stamp duty & registration charges *

\*Clarify sharing of the same.

(strike out whichever is not applicable]

With effect from \_\_\_\_\_ i.e. the date of handing over vacant possession after completion of the construction repairs, renovation, additions, payable within 5th working day of the calendar month for which it is due.

For services like A/c, the respective service rent will be payable from the date of service is available.

2. **Loan :**

I / We may be granted a loan of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_ only) that may be sanctioned as per the norms of the Bank. Repayment of loan will be done by adjusting the monthly rent as per the stipulations of the Bank. The estimate of cost of construction / renovation is Rs. \_\_\_\_\_. Further, I/We undertake to offer the land and building as security for the loan granted for the construction of the building.

3. **Validity of Offer:**

The above offer is valid for \_\_\_\_\_ days from the date of this letter. All other details are given in "Technical Bid".

Yours faithfully,

(signature of the owners)

(strike out whichever is not applicable]