

FORM FOR OFFER FOR SEONI BRANCH  
PREMISES

**FINANCIAL / COMMERCIAL BID**

To  
The Zonal Manager,  
Bank of Maharashtra,  
Zonal Office, Chhindwara

Dear Sir,

**Reg: Offer to let out / Lease my building/premises for the bank at \_\_\_\_\_**

In response to your advertisement dated \_\_\_\_\_ in the daily \_\_\_\_\_,  
I / We \_\_\_\_\_ (name/names) offer to your Bank,  
My/our premises at \_\_\_\_\_ admeasuring \_\_\_\_\_ sq.ft. **(Carpet area)** for opening  
of your Branch as per the details / terms and conditions given below:

Sr. No.	Particulars	Quote of the landlord
1	Total Carpet Area** on offer (in sqft) **Carpet Area excludes all internal walls and shall be decided by joint measurement prior to fixing actual rent.	Ground Floor..... sqft Other Floor.....sqft Total Capet Area:
2	Rate per sq.ft. per month on carpet area (for Basement & mezzanine rate should be 50% of Ground Floor)	Ground Floor: Rs.....psft Other Floor : Rs.....psft
3	Rent per month* *The rent shall start after 1 month from the date of actual handover the premises to bank or 1 month later to lease deed, whichever is later.	Rs.
4	Interest free deposit (maximum 03 month rent refundable on vacation of premises)	Rs.
5	Lease Renewal terms (max. 15% every 05 years)	_____% increase in rent after every 5 years period
6	Lease deed execution and registration charges ( to be borne equally by both parties)	50:50 sharing basis- YES/NO
7	All Taxes including Property Tax/Grampanchayat Tax/Municipal Tax and other tax levied/leviable by Municipal/Panchayat and / or Govt. Authorities to be borne by and amount of tax per annum. <b>(attach last tax paid receipt)</b>	Landlord
8	Amount of Society maintenance charge (if any) to be paid by & Amount per month	Landlord / Bank
9	GST amount, if applicable to be borne by	Landlord / Bank
10	Terms for bearing cost of repairs (Minor Repair by Bank & Major Repair by Landlord)	
11	Customer area to be provided with emulsion painting with putty as per bank's colour choice Once in 3 years. In case landlord doesn't paint, the Bank shall get the premises painted and cost incurred shall be adjusted from rent.	Accepted / Not Accepted
12	Water tax (On actual consumption basis) to be borne by	Landlord / Bank
13	Income Tax as applicable shall be deducted from Rent	

Place :  
Date :

**Signature/s**  
Name (s) :  
Address: