

COMMERCIAL BID

The Zonal Manager,
Bank of Maharashtra .
Nagpur Zone

From:
Date:-

Dear Sir,

**Re:-OFFER FOR PREMISES ON LEASE BASIS FOR YOUR
BRANCH**

In response to your advertisement in _____ new paper dated
_____ I/we offer you our premises on lease basis as for your
_____ Branch. described here below,

1. Name of the owner of premises
: _____

2. Address for correspondence :

3. Telephone Numbers : _____ Office/Resi:
_____ Mobile No:

4. Address of the premises :

_____ offered on lease

5.A) Total carpet area of premises:- _____
5.B) Rent expected per month : _____

(Note: No separate rent for installation of dish antenna on the roof top)

6. a) Municipal Taxes to be borne by : Bank / Landlord
b) Service Tax to be borne by : Bank/Landlord
7. Any deposit for the premises : Yes / No
without interest }
If yes, mention the amount : _____

8. Increase in rent after 5 years : By _____ % lease period _____

9. Other terms & conditions (if any) :

Declaration:

- I/We hereby declare that I/We shall bear 50% cost towards execution of lease deed
- I/We will carry out repairs to the premises as and when warranted.
- I/We shall also get the premises painted internally every **three** years at our own cost.

Date: _____

Signature:

Place: _____

Name:

**THIS DOCUMENT IS TO BE INVARIABLY SIGNED ONLY BY
THE ABSOLUTE OWNER OF THE PREMISES**

***Kindly Note:** The Technical & Financial Bids are to be submitted **only in two separate sealed envelopes super-scribed respectively as 'Technical Bid for _____ Branch'**
and **'Financial Bid for _____ Branch'**
**** OTHERWISE, YOUR APPLICATIONS MAY BE SUMMARILY REJECTED**