

On the Letter Head of the Bidder

OFFER LETTER

Senders name & address:

To,

The Zonal Manager
Bank of Maharashtra,
Kolhapur Zone,
Mahabank Bldg., Kawala Naka,
Kolhapur 416 001

Sir,

Sub: Offer for purchase of Residential Flats at Kolhapur for Bank of Maharashtra.

This offer is with reference to the advertisement released on -----in the press/ put up on the websites of Bank of Maharashtra, for purchase of 5 no.1 BHK & 5 no.2 BHK flats in Kolhapur City.

I/We understand that:

- a) No brokerage is payable by Bank of Maharashtra to me/us or my/ our representative in this transaction.
- b) All payments for EMD etc. would be made through banker's cheque / draft payable to Bank of Maharashtra at Kolhapur.
- c) Bank would give first preference to flats offered by Govt. /Quasi Govt. /Semi Govt. Authorities. Bank would give second preference to those reputed bidders who offer a **separate building containing 08-10 flats at one location**. Bank would give third preference to those reputed bidders who offer at least 5 flats at one location. Bank's decision will be final and binding.
- d) The owner or the seller has to pay all the outgoing and all other expenses till the date of handing over of possession of the flats or completion of the transaction whichever is later. Any expenditure /expenses prior to the said date will be borne by the sellers. These charges also include consumable charges like electricity charges consumed by the owner / seller.
As indicated in this Para, the outgoing would mean all the charges applicable for the usage of the plots/premises like society charges, all applicable

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property taxes, NA charges, applicable ground lease rent/ other taxes, Cess, levies, applicable water tax, applicable electricity charges, applicable security charges etc These charges would include any arrears payable/become payable to any Statutory Authority or local bodies.

- e) The advertisement released in this context will form part of the contract.
- f) By submitting this offer the owner/ seller has permitted Bank of Maharashtra or their representatives, with prior appointment, to inspect the plot of land offered as well as the property documents and to carry out the measurements, valuations thereof.

Signature of the Bidder

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Technical Bid (Flats)

Name of Location for which offer is submitted: -----

PART A: GENERAL INFORMATION		
Sr.No.	Particulars	To be filled by Bidder/Vendor
1	Offer for ----- No of Flats at -----	
2	Details of bidder/ firm / builder /owner	
2.1	Name of the Owner/Co./Firm, etc.	
2.2	Address & Phone No.: FAX No. & E-mail address:	
2.3	Name of the contact person & Phone No.:	
2.4	Constitution of vendor / firm: (Whether Proprietary / Partnership /Pvt. Ltd. / Public Ltd. / PSU etc.): Name of Partners/ Directors & Phone Nos.	
2.5	Copy of registered Memorandum of Undertaking/ Development Agreement between Developers and the Owners in case the land does not belong to the bidder/builders:	
3	Marketability of Title of the vendor:	
3.1	Solicitors / Advocate's name and address, Phone / FAX Nos./email	
3.2	Detailed report of the Solicitor / Advocate for marketability of titles is to be enclosed:	
3.3	Details of encumbrances, if any	
4	Details of Property:	
4.1	Name of the owner	
4.2	Location & Address of the Flats	
	Name of the scheme	
	Street/Sector No	
	Nearest landmark	
4.3	Usage of property (as Approved by Competent Authority) a. Residential	

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	b. Commercial c. Residential/Commercial d. Shopping Complex	
		A
		B
		C
		D
4.4	Distance from (in k.m.)	
	Railway Station	
	Bus Stand	
	Nearest Market Place	
	Nearest Police Station	
	Nearest Education Institution	
	Nearest Bank	
	Nearest Hospital	
	Nearest Post Office	
	Airport	
4.5	Details of locality Type of locality a. Residential b. Commercial c. Shopping Complex d. Industrial e. Slum	
		A
		B
		C
		D
		E
4.6	Whether the locality is free from special hazards like fire, flood, etc.	
4.7	Whether the locality has protection from adverse influence such as Encroachments, unauthorized hutments, Industrial nuisance, smoke, dust, noise, etc.	
PART B: TECHNICAL INFORMATION		
5	BUILDING	
5.1	Type of Building: (Residential/Commercial)	
5.2	Type of Construction (Load	

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	Bearing/RCC/Steel framed)	
5.3	Type of Foundation (Structure should be designed to take care of earthquake intensity applicable for the area)	
5.4	Whether the proposal is for sale of residential flats in multi-storied building.	
5.5	No. of Floors and height of each floor including Basement, if any	
5.6	Clear floor height from floor to ceiling	
5.7	No. of Flats on each floor	
5.8	No. of Flats in the building	
5.9	Total No. of Flats offered (floor-wise & flat numbers)	
5.10	Area of premises offered per flat : <div style="text-align: right; margin-right: 20px;"> Super Built-Up area _____ sq.ft. Built up area _____ sq.ft. Carpet area _____ sq.ft. </div> (Tenderers are advised in their own interest not to leave any of the aforesaid columns blank under any circumstances. Tenderers are required to enclose layout plans of the flats on offer.)	
5.11	List of common areas included for the purpose of commuting super built up area and its percentage to : Carpet area : Built up area	
6	CARPET AREA DETAILS	
6.1	Total Area of flat	sq.ft.
6.2	Details of rooms	
	Dimension : Area (Carpet) (in sq.ft.)	
	a. Hall Dining room	
	b. Bedroom 1	
	Bedroom 2	
	c. Kitchen	
	d. Study	
	e. Toilet	
	f. No of Bath/Toilet (mention combined or separate) & area	
	g. Passages.	

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7	CONSTRUCTION SPECIFICATIONS / MATERIALS USED (separate Annexure may be used)	
	a. Floor	
	b. Internal Walls	
	c. External Walls	
	d. Doors/Windows	
	e. Kitchen	
	f. Bathroom Please specify no. of WC/Bath whether bedroom is attached with WC/Bath	
	g. Dado in Kitchen and wall tiles in bathroom (also mention Height)	
	Electrical Fittings	
	i. Sanction of electricity load per flat (3Phase/Single Phase)	
	j. Separate meter installed per flat	
	k. No. of Balconies with Area	
	L. No of Terrace with area Whether the terrace is covered or open to sky	
	M. No of Car Park & area Whether car park is covered or open	
7.1	Age/Condition of the construction/Building	
7.1.1	Newly constructed within 2 years (Completion and Occupation certificate with date to be enclosed)	
7.1.2	Old construction - Mention year of completion (OC / CC to be enclosed)	
7.1.3	Under construction (Mention stage of construction)	
7.1.4	Time period required to complete the construction, in case it is under construction (state No of months to complete)	
7.1.5	Whether structural stability certificate enclosed (Certificate shall be from Licensed Structural Engineer of Municipal Corporation)	
7.1.6	Likely date of possession	
8	Details of Boundaries and Adjacent Buildings	
8.1	Boundary of the property	

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	a. North b. East c. South d. West	
9	AMENITIES PROVIDED(IN THE FLAT-Mention Make and nos.)	
	Fans	Nos. Make
	Geysers	Nos. Make
	Wardrobes	Nos. Make
	Exhaust fans	Nos. Make
	Electrical fittings- Tube lights etc	Nos. Make
	Washbasins and mirrors	Nos. Make
	Showers in the bathroom/bathtub	Nos. Make
	Any other facility like intercom/telephone/dish antenna/internet etc	
	Details of internal furnishing	
	Details of security arrangements	
9.1	Common facilities provided(Give Details)	
	a. No of Car Parking	Nos Reserved / Open
	b. Scooter parking	Nos Reserved / Open
	c. Power / Electricity	Adequate and available / Not available
	d. Water supply Municipal Corporation Bore well Overhead Tank	Provided / Not provided Yes / No Yes / No Give Capacity
	e. Lifts and their nos., if any	
	f. Generator back up for lift & for emergency	
	g. Anti lightening device	
	h. Security arrangements (fire-fighting/anti-burglary device etc.)	
	i. Proper sanitary / sewerage system (Whether sewerage is connected to KMC system?)	
	j. Any other	
9.2	Details of Plans/Blue Prints/Sanctioned	

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	Plan	
9.2.1	Whether the plan of the property is sanctioned by Competent Authority (PMC)	
	If sanctioned, please enclose copy of approved land / site plans	
	Names & Address / Phone No. of Architect	
	IF THE PLANS ARE NOT SANCTIONED	
	Give reasons	
	How much time will be taken to obtain sanction	
	Is there any deviation from the sanctioned plan	
	Can these deviations be regularized?	
10	Provision for proper Arrangement of Fire Safety	
	Are the safety measures taken?	
	If yes, give details of arrangements	
	Is "No Objection Certificate" obtained / Secured from the fire control authorities?(Fire NOC)	
	If yes, produce proof/ copies of certificates	
	Completion/Occupancy Certificate(for ready possession flats)	
	Whether completion / occupancy certificate is issued by the competent authority	
	Designation of the authority which has issued the completion / occupation certificate	
	Enclose a certified copy of the completion / occupation certificate	
	For flats under construction, state whether "Commencement certificate" is obtained from PMC. If yes enclose copy thereof.	
	Taxes	
	Amount of Municipal Taxes.(if assessed)	
	Whether property tax for the year 2013-14 is paid. If so attach tax bill.	

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	Are there any arrears of Tax?	
12		
	Tenure of the land	
	Freehold	
	Leasehold	
	If leasehold, give residual period of lease and name of the title holder	
	Annual Lease rent and Amount	
12.2	Size of the Plot	
	Frontage in rft	
	Depth in rft	
12.3	Area of the plot	
	Coverage Area (ground coverage)	Sft
	Open Area	Sft
12.4	Topography of the Land/Site	
	Level	
	Undulated	
	Slopping	
	Low laying or raised	
12.5	Source of water supply to the building	
	Any establishment easements regarding right of way / passing for mains of water / electricity.	
	Does the site or portion fall within railway / National Highway and whether underground cable traverse the site	
	Site Plan of the land / site to be enclosed	
	Are High Tension cables passing through the plot?	
13	OTHER INFORMATION	
	Whether readymade flats have been constructed and sold by the builder to any Government / Semi-Government Institutions / Financial Institutions etc. in the past? If so names and addresses of such clients and total cost & date of such sales to each client to be given.	
	No. of years in the construction line	
	Last 3 years turnover	Year Turnover in Rs (Lac) 2011 2012 2013

Signature of the Bidder

	Details of last 5 projects completed - Date of commencement - Date of completion - Total value	
	Name and address of the bankers	
	Name of the Structural Consultant with license number, Address & Phone No.	
	Any other information not covered above/Other remarks, if any.	
14	LIST OF ANNEXURES: (attached separate sheet if space is found insufficient) Certified true copies of following:	
	a) Copy of sanctioned plan and layout.	
	b) Site plan copy.	
	c) Copy of title investigation and Search Report along with copy of Title Deed documents.	
	d) Commencement Certificate from competent authority. Completion Certificate/Occupancy Certificate if building is ready for possession.	
	e) Structural Stability Certificate from licensed structural engineer of Municipal Corporation / Local authority.	
	f) NOC from the Society, in case offered flat is in old building.	
	g) All original chain documents pertaining to the flats/property	
	h) No Dues Certificate / NOC from the concerned Society	
	i) Registered MoU /Development agreement between bidder & the owner in case land is not owned by the bidder.	
	j) NOC from Fire Department.	

Signature of the Bidder

Certificate from the Owner/s

I/We _____ (Name) M/s. _____
(Name/Company/ Body/Firm) hereby certify that I/we are the owners of the -----flats
as described at _____ (Addr
ess) and are in actual possession thereof & legally entitled to sell the flats offered.

I/We hereby, confirm that there is no litigation pending in any court of law or with any
quasi judicial authority or any other authority in respect of flats offered by me/us

Signature of the Owner

I/We confirm that I/we have gone through the procedure Bank is going to follow in this
case and I/we are agreeable for the same and it is binding on me/us.

Signature of the Owner

I / We declare that the information furnished above is true and correct and conforms to
the Bank's specifications.

Signature of Owner

Signature of the Bidder

I/We further declare, confirm and undertake:

- (a) To provide structural stability certificate from a qualified Architect/Chartered Engineer when called for.
- (b) That the flats have clear marketable title and the property is free from all court cases, litigation and is free from any kind of dispute of any nature.
- (c) That the flats if mortgaged, required NOC would be provided to the satisfaction of the Bank and their solicitors. The process and payment terms as suggested by the Bank and their solicitors will be followed to effectively transfer/assign the flats to the Bank.
- (d) That the flats will be delivered mortgage free, if mortgaged, at the time of registration.
- (e) That the drafts of all documentation which may be finalized by the Bank and its solicitors/lawyers shall be final and binding on me/us.
- (f) That all the outgoing and other expenses will be borne by the Bank from the date of handing over of possession of the flats on conclusion of the sale transaction, whichever is later. Any expenditure/expenses prior to the said date will be borne by me/us.
- (g) To furnish the No Dues Certificate / NOC from the concerned Society, at my/our cost.
- (h) That the transfer expenses or any other charges or contributions or outgoings and all other expenses demanded by and / or payable for transfer of the offered flats to the Society, or to any other entity/authorities etc. shall be borne and paid by me/us alone.
- (i) I/We am/are aware that the Bank is not bound to accept the lowest /or any/ or all the Tenders and will not be required to give any reason for rejecting any Tender.
- (j) That the car parking (whether covered or stilt or open or both) would be as per the measurement at site and would be incorporated in the sale deed before execution of the sale deed or a letter authorizing the said use will be provided by us.

Signature of the Bidder

(k) The tender form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.

(l) That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.

(m) That there is no mention of any financial details in Technical Bid or anywhere else other than Financial Bid, and that there are no technical and commercial conditions in Financial Bid.

(n) That the following documents as per the requirement of the Bank or its solicitors will be provided :

- a.) Sale deed or any other title documents through which the offered flats was purchased by me/us earlier.
- b.) All original chain documents pertaining to the flats/property.
- c.) Receipt of payment of latest Society charges, Electricity Bill and any other charges.
- d.) Non-encumbrance Certificate and any other document required for effective transfer of the flats/property to the Bank.

(o) My/our offer is open for acceptance for a period of 180 days months from the date of opening of financial bids.

(p) I/We, the undersigned am/are submitting this offer (in a sealed envelope No.IV duly super scribed and as per the directions given in the instructions/tender document) for offering the subject flat by submitting the same at GAD, Bank of Maharashtra Zonal Office, Mahabank Building, Kawala Naka, Kolhapur 416001.

(q) There are 12 pages in Technical Bid and I have signed on each page, apart from Tender documents and financial bid.

Place:

Date:

SIGNATURE OF OWNER/VENDOR WITH SEAL

Name of the signatory:

Signature of the Bidder

(on stamp paper of Rs.100/- and duly notarized)
IRREVOCABLE UNDERTAKING

To,
Zonal Manager,
Bank of Maharashtra
Kolhapur Zonal Office,
Mahabank Bldg.,
Kawala Naka,
Kolhapur 416001.

Pursuant to your advertisement in _____ dated _____ & up loaded on Bank's Website for purchase of flats in Kolhapur, I / we submit my / our offer, offering _____ Flats situated at _____ in the building by name _____ strictly in terms of your advertisement. The offer is valid for minimum 180 days from the date of opening of Financial Bid. I/We, in consideration of your agreeing to process and consider our proposal, irrevocably undertake that during the currency of my / our offer, I / we will not withdraw or modify the offer in terms of price quoted or in terms of other terms and conditions on which the offer is made. As the Bank has invested good amount of money and time for processing my / our proposal, in the event of my / our committing default of this undertaking, for any reason whatsoever, I/We hereby further undertake to pay Bank of Maharashtra liquidated damages equivalent to 1% of my / our offer price subject to maximum of Rs.5 lac.

This undertaking is executed on this _____ day of _____ 2014.

Signature _____

Seal Name _____

Address _____

NOTARY SEAL & SIGN

Signature of the Bidder

Check List

Sr. No.	Enclosures/ Activities to be done by the tenderer	Please tick to ensure completion of the activity
1.	Entered the sale price in the Financial bid of the Tender Documents and sealed it in Envelope No III duly super scribed.	
2.	The quoted rate/amount is written in figures & words also.	
3.	There is no mention of any financial details in the technical bid which is enclosed in Envelope No. I duly super scribed.	
4.	Signed on each page of the Tender Documents	
5.	All the over writings have been duly authenticated by signing beside such over writings.	
6.	Any cutting made while filling in the forms have been authenticated by signing beside such cuttings	
7	The tender is accompanied by DD/PO of Rs.1000/- favouring Bank of Maharashtra payable at Kolhapur being tender cost& is enclosed in Envelope No. II duly super scribed	

Confirmation:

I/ We hereby confirm that, all the terms and conditions specified in this Tender Form are acceptable to me/us. I/We further confirm that all the required details have been furnished in the appropriate blank places and if this Tender form is incomplete in any respect on my/our part then the same is liable to be rejected at the discretion of Bank of Maharashtra

I / We, the undersigned am / are submitting this offer (in a sealed envelope No.IV duly super scribed and as per directions given in the instructions) for sale of our Flats at Kolhapur by submitting the same to GAD at your above office address by 02.30 p.m. on 25.01.2014.

Signature of owner
Name of the signatory : _____

Date : _____
Place : _____

Signature of the Bidder

Bank of Maharashtra

PURCHASE OF RESIDENTIAL FLATS AT KOLHAPUR

FINANCIAL/PRICE BID

1. Issue of tender forms from 16.01.2014 to 24.01.2014 during 10.30a.m. to 02.30 p.m. (except Holidays & Sundays)
2. Last date of submission of tender 25.01.2014 up to 2.30 pm.
3. Tenders to be collected from Bank of Maharashtra, Kolhapur Zonal Office, Mahabank Bldg., Kawala Naka, Kolhapur-416001 or to be downloaded from bank's website.
4. Tenders to be submitted at: Bank of Maharashtra, Kolhapur Zonal Office, Mahabank Bldg., Kawala Naka, Kolhapur-416001
5. Offer is submitted for _____ Flat at----- in Kolhapur.

Signature of the Bidder

FINANCIAL/PRICE BID

(Excluding stamp duty and registration charges)

PURCHASE OF RESIDENTIAL FLATS AT _____

Number of flats----- in building named _____ at _____ (place).

Flats:

Sr. No	Location	No. of flats offered	Flat No/Floor No.	Carpet Area of each flat	covered car park carpet area	Terrace carpet area	Total area of the flat	Rate per sq.ft. carpet (Rs. in figures & words)	Amount Rs. (Rate x Area)	Lump Sum Amount inclusive of all (Rs. in figures & words)
1										
2										
3										
4										

Note: i) Vendors shall quote rate and amount excluding registration and stamp duty charges.

1. The offer is valid for 6 months (180 days) from the date of opening of financial bids. During the validity period of the offer I/We, irrevocably undertake not to withdraw / modify the offer in terms of price and other terms and conditions.

2. The rates quoted per sq.ft. for carpet area are **inclusive of all charges whatsoever.**

3. I/We understand that Bank will not make any upfront payment towards the cost of the flats or any charges.

4. I/We understand that the vendor whose offer is finalized should execute the sale deed /conveyance deed simultaneously with possession of the flats complete in all respects within the time frame informed by the Bank.

5. I/We am/are agreeable to Bank's Payment Terms:

For Ready Possession Flats

Payment Terms:

i) 95% of the cost will be payable at the time of execution of sale deed simultaneously with possession.

ii) Balance 5% of the cost will be held as retention money and will be paid after execution of conveyance deed.

Signature of the Bidder

Defect Liability:

- i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.
- ii) During defect liability period, I/we undertake to carry all structural repairs to the building internal / external at my/our own cost.

For under construction flats

Payment Terms:

- i) 10% of the cost is payable at the time of execution of Agreement to Sale.
- ii) Balance 70% of cost is payable as per progress of the construction as decided by the Bank & the vendor.
- iii) Balance 15% of the cost is payable at the time of execution of sale deed simultaneously with possession.
- iv) Balance 5% of the cost will be held as retention money and will be paid after execution of conveyance deed.

Defect Liability:

- i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.
- ii) During defect liability period, I/we undertake to carry all structural repairs to the building internal / external at my/our own cost.

6. I/We understand that the defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate **whichever is later**. During defect liability period, the vendor has to undertake all structural repairs to the building internal / external at his own cost.

7. I/We understand that the carpet area would mean the usable carpet area at any floor level and includes area occupied by all internal partitions, internal columns, internal door jams, internal balconies, internal bathrooms, internal lavatories and internal kitchen and pantry. Joint measurement will be taken in the presence of bank officials & architect and vendor/ his authorized representative for finalizing the exact carpet area. The carpet area will be measured from the finished surface of the wall to another finished surface i.e. measurement will be taken from plastered to plastered surface of the walls.

7. I/We understand that Niches, flower beds, sit-outs, etc. will not be taken into consideration for calculating the carpet area.

Place :

Signature of the Owner/ vendor with seal

Date :

Signature of the Bidder