

FORM FOR OFFER FOR BRANCH PREMISES
FINANCIAL / COMMERCIAL BID

To
The Zonal Manager,
Bank of Maharashtra,
Zonal Office, Goa Zone
1st Floor, Datta Prasad Building
MG Road, Panaji, Goa-403001

Dear Sir,

Reg: Offer to let out / Lease my building/premises for the bank at _____

In response to your advertisement dtd. _____ 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)	
2	Rate per sq.ft. per month on carpet area (for Basement & mezzanine rate should be 50% of Ground Floor)	Ground Floor: Basement : Mezzanine :
3	Rent per month	
4	Interest free deposit (refundable on vacation of premises)	
5	Renewal terms of the lease (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	Water tax (On actual consumption basis) to be borne by	Landlord/Bank
8	Amount of Corporation/Panchayat Tax to be borne by (attach last tax paid receipt)	Rs.....per annum Landlord/Bank
9	Amount of property tax per annum to be borne by (attach last tax paid receipt)	Rs.....per annum Landlord/bank
10	Amount of Society maintenance charge (if any) to be paid by	Landlord/Bank
11	GST amount, if applicable to be borne by	Landlord/Bank
12	Any other tax levied/leviable by Municipal/Panchayat and / or Govt. Authorities to be borne by	Landlord/Bank
13	Service charges / maintenance charges if any to be borne by (only in case of apartments/societies)	Landlord/Bank
14	Terms for bearing cost of repairs (Minor by Bank & Major by Landlord)	Yes/No
15	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.	Yes / No

Place :
Date :

Signature/s
Name (s) :
Address :

