



**FORM FOR OFFER FOR BRANCH PREMISES
TECHNICAL BID**

To
The Zonal Manager,
Bank of Maharashtra,
Pune East Zone
Pune

Dear Sir/Madam,

Reg: Offer to let out / Lease my/our building/premises for the bank's Branch & ATM at :-
.....

In response to your advertisement dtd: _____ in the daily _____,
I / We offer to your Bank, _____sq.ft. (**Carpet area**), for opening of your..... Bank
Branch as per the details / terms and conditions given below:

Sr. No.	Particulars	Offer
1	Name of landlord(s) and address for communication with Telephone numbers	
2	Location and Full postal address of the building offered with dimension measurement, layout plan of premises etc.	
3	Whether in commercial area or in residential area	
4	Whether the building is having permission for commercial use (attach certificate)	
5	Floor & Carpet Area of the premises offered	
6	Name of any Bank (Branch / Administrative Office functioning in the same building or adjacent building)	
7	Strong room – Strong room will be constructed by landlord as per RBI/Bank's specifications at his/her own cost.	YES / NO
8	ATM room with separate entrance & rolling shutter with central locking system is to be provided by owner at his/her own cost.	YES / NO
9	Ramp for Divyangjan is/will be provided by owner at his/her own cost	YES / NO
10	Whether parking space is available a) Parking area available – whether covered / uncovered b) Will it be for exclusive use of Bank	YES / NO
11	Quality of flooring Simple/Mosaic/Marble/tiles/Any other	



12	Whether the offer is for new/renovated or under construction building	
13	If under construction, time required for completion	
14	The date by which the building can be handed over to the Bank along with completion / occupation certificate.	
15	Description of other Establishments in and around the proposed building.	
16	Whether three phase power supply with 35 KVA power load will be made available	YES / NO
17	Whether adequate/continuous water facility is /will be made available.	YES / NO
18	Whether proper wiring to bear the load of Air conditioners is /will be made available	YES / NO
19	a) Whether proper sanitation / drainage system is / will be provided b) Landlord to provide two independent w.c./toilet blocks each for male and female complete as per bank's approved layout .	YES / NO
20	Whether sufficient space for power back up/ Generators is / will be provided	YES / NO
21	Whether 'A' class earthing as per IS specifications is /will be provided	YES / NO
22	Premises to be painted as per Bank's colour and specification.	YES / NO
23	a) Rolling shutter with central locking facility and collapsible gate to be provided at the main entrance	YES / NO
	b) The windows should be double grilled as per bank's specifications	YES / NO
24	Lease period with% of Rise afterYears	15/20 years
25	Lease Deed will be executed as per Bank's approved format. Registration /stamp duty expenses to be shared by Bank & Landlord	
26	Bank's signboard: As long as the premises are occupied by the Bank, lessor or any other person or firm will not put up any hoarding on the portion of the premises meant for Bank's own sign-board.	YES / NO

Place :

Signature/s

Date :

Name (s) :

Address :