

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

To
The Zonal Manager,
Bank of Maharashtra, Zonal Office, Pune City Zone

Dear Sir,

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

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

S.No.	Particulars	
1	Name of landlord and address for communication with Telephone numbers	
	Location and full postal address of the building offered with dimension measurement, layout plan of premises etc.	
	Whether in Commercial area or in residential area	
	Whether the building is having permission for commercial purpose	
	Floor & Carpet Area of the premises offered	
	Name of any Bank (Branch/Administrative Office) functioning in the same building or	
	Strong room – Strong room will be provided / constructed as per Bank's specifications by the owner at his/her own	
	Whether parking space is available a) The area available – whether covered / uncovered b) Will it be for exclusive use of Bank	
	Quality of flooring Simple/Mosaic/Marble/tiles/Any other	
	Whether the offer is for new/renovated or under construction building	

	If under construction, time required for completion	
	The date by which the building can be handed over to the Bank along-with completion /	
	Description of other Establishments in and around the proposed building	
	Whether three phase power supply with 35 KVA power load will be made available	
	Whether adequate / continuous water supply provision is /will be made available	
	Whether proper wiring to bear the load of Air-conditioners is /will be made available	
	Whether proper sanitation / drainage system is / will be provided along with two	
	Whether sufficient space for power Back-up Generators is / will be provided	
	Whether 'A' class earthing as per IS specifications is /will be provided	
	Premises to be painted as per Bank's colour and specification	
	Rolling shutter and collapsible gate to be provided at the main entrance	
	Lease period-15 years with 15% increase in rent after every 3 years/ 25% increase in rent after	
	Lease Deed as per Bank's approved format . Registration /stamp duty expenses to be shared	

Place :
Date :

Signature/s
Name (s) :
Full Address :

Mobile

Enclosures-

1. Site plan clearly demarcating premises offered, with area statement on carpet basis
2. Plan of the building
3. Photographs of the premises