

OFFER FOR PROFESSIONAL SERVICES

Name: -----

Address: -----

Telephone No. /Mobile No. :

Zonal Manager,
Bank of Maharashtra,
Zonal Office,
3rd Floor, 15, NBCC Tower,
Bhikaji Cama Place, New Delhi-110 066.

Dear Sir,

Re.: Re. OFFER TO GIVE PROFESSIONAL SERVICES FROM ARCHITECTS / VALUERS IN R/O BANK'S PREMISES .

1) Premises situated at Karol Bagh, New Delhi (1st Floor & Second Floor)

This has reference to your advertisement in _____ dt. _____.

The details of offer for Professional Services are as under:

1. Name & Address of the ARCHITECTS/ VALUERS . :

Telephone/ Mobile No. _____

2. Details of Professional Services required and Expected Professional Fees (For Both Floors) situated at Karol Bagh, New Delhi.

Sr No.	Particulars	Professional Fees expected
1.	Calculation of Statutory Charges payable to North Delhi Municipal Corporation and preparation of proposal and submission to North Delhi Municipal Corporation . Liaison and arrangement of visits of MCD officials to site, if required. Follow up of the case with North Delhi Municipal Corporation Officials., Submission of requisite information and finalization of case in Bank's favor and any other activity related to this proposal.	NA
2	De-Sealing from Assessment and collection Department , Karol Bagh, Zone Delhi with reference to Sealing/Show cause notice dt 26.03.2016 - Services charges for preparation of file, correspondences with concerned Department and related liaison activities.	
3	Regularization from Building Department, North Delhi Municipal Corporation, Karol Bagh, Zone- Services	

	Charges for calculation of Compounding Charges, related correspondence and providing services of Architect Structural Engineer and Supervisory staff.	
4	Registration for Commercial Activity: Services charges for calculation of conversion charges, Parking charges and preparation of file, attending to related correspondences and all related liaison activities.	
5	De- Sealing from Building department with reference to sealing order dated 06.12.2014 . Preparation of file , correspondence with concerned department and liaison with concerned authorities.	
6	NOC for commercial activity- Preparation of file, attending to all related correspondence and all related liaison activities	
7	Mutation of property in Property tax Department- Preparation of file and liaison with concerned authorities.	

3. Whether on Bank's Panel : Yes/ No

Name of the Bank. _____

4. Earnest Money : Rs. 20,000.00 (Rs. Twenty thousand only)

5. Time of Completion : Within **6** months (starting immediately

from the date of award of work)

6. .Payment : After satisfactory completion of respective stage of work

7. Any other conditions :1. ARCHITECTS /VALUERS

has to execute

agreement with the Bank for completion Of the assigned work and to indemnify Bank for loss due to non-completion of the assigned work and to refund the amount received from the Bank.

2. Bank reserves the right to accept/reject Any without assigning any reason Thereof.

I/We further confirm that this offer is valid for ...**6 months** from the date of this letter.

Signature of the ARCHITECTS/ VALUERS.

Addresses& Contact No.

