

**OFFER FOR PREMISES ON LEASE/RENTAL BASIS**

**COMMERCIAL BID**

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 ON LEASE THE PREMISES FOR YOUR BRANCH at:**

1) **Dr. Mukerjee Nagar, Delhi and nearby area**

This has reference to your advertisement in \_\_\_\_\_ dt. \_\_\_\_\_.

The details of Commercial Bid are as under:

1. Name & Address of the Owners : \_\_\_\_\_

Telephone/ Mobile No. \_\_\_\_\_

2. Full Address of premises offered on Lease: -----  
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**3. Commercial Bid Details: Expected Rent Details**

Floor	Carpet Area of the premises in sq ft & Dimensions	Basic Rent per sq ft of carpet area	Service/Maintenance Charges, if any	Total Rent per month

4. Municipal & Other Taxes (Present & Future) :  
(Please state whether these are to be borne by the Landlord or Bank)  
Amount of the present municipal taxes :

5. Service Tax on Rent :  
(Whether to be borne by Landlord or Bank)

6. Period of Lease & Rent Enhancement details :

7. Requirement of Loan & Repayment :

8. Sharing of Cost of Execution of Lease Deed :

9. Interest Free Security Deposit :  
(Bank allows security deposit maximum up to 3 months rental)

10. Any other conditions :

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

**Signature of the Owner/sAddress & Contact No.**

