

TECHNICAL BID

**TO BE GIVEN BY THE LANDLORD/(s)
OFFERING PREMISES ON LEASE BASIS FOR OFFSITE ATM**

From :
Name : _____
Address : _____

Date :

Tel No. / Mobile No. : _____
Email : _____

To,
The Zonal Manager,
Bank of Maharashtra,
Mumbai City Zonal Office,
JANMANGAL Building,
45/47, Mumbai Samachar
Fort,
Mumbai 400 001.

Dear Sir,

**Re: OFFER TO GIVE ON LEASE BASIS PREMISES FOR
OFFSITE ATM AT _____**

In response to your advertisement in _____ dated _____, I / We, offer to you on lease basis the premises described herein below for offsite ATM at _____ .

- a) **Full Address of premises offered on Lease** :

- b) Distance from main road / cross road :

- c) Whether there is direct access to the premises from the main road. Enclose location map. :

- d) Carpet area : Carpet area _____ sq.ft. on Ground floor
Plan copy enclosed. Offered area marked in red.

- e) Year of construction :

- f) Whether occupancy Certificate is obtained. :

g) Boundaries:

East :

West :

North :

South :

h) **Lease Period:** [Bank would like to have 15 years lease period].

1. _____ years certain from the date of handing over vacant possession [after completion of construction, repairs, renovations, additions, alterations etc] with a further period of _____ years at your OPTION with _____% enhancement in rent for the option period.
2. You are however at liberty to vacate the premises at any time during the pendency of lease by given three month's notice in writing, without paying any compensation for earlier termination.

i) **Taxes / Rates:**

All existing and enhanced Municipal Corporation taxes, rates and cesses will be paid by me/us.
The present taxes are: Rs. _____ p.a.

j) **Maintenance / Repairs:**

- 1) Bank shall bear actual charges for consumption of water. I/We undertake to provide separate meter for this purpose.
- 2) I/We shall arrange 3 phase 7 KVA electricity load on a separate meter in Bank's name. Bank shall bear actual charges for consumption of electricity.
- 3) All repairs including annual / periodical white washing and annual / periodical painting will be got done by me/us at my/our cost. In case the repairs and/or white/colour washing is/are not done by me/us as agreed now, you will be at liberty to carry out such repairs, white/colour washing at our cost and deduct all such expenses from the rent payable to us.
- 4) Rental Deposit :
You have to give us a sum of Rs. _____ (Rs. _____)
being the advance rent deposit for **three months** which will be refunded to you at the time of vacating the premises or you are at liberty to adjust the amount from the last 3 month's rent payable by me/us by you before you vacate.

k) **Lease Deed / Registration charges:**

I/We undertake to execute regular lease deed, in your favour containing the mutually accepted / sanctioned terms of lease at the time of delivery of possession. I/We undertake to bear the charges towards stamp duty and registration charges for registering the lease deed on the basis of **50:50** between the Bank and me/us.[i.e. lease expenses are to be shared equally by the Bank & the landlords]

l) I/We undertake to provide space on rooftop/terrace for installation of VSAT.

DECLARATION

- A) I/We, am/are aware that, the rent shall be calculated as per the **carpet area** which will be measured in the presence of landlord/s and Bank Officials after completion of the building in all respects as per the specification/requirement of the Bank.
- B) The concept carpet area for rental purpose was explained to me/us and clearly understood by me/us, according to which the area occupied by toilets, staircase, pillars, and service shafts more than 2 sq.mtrs. in area, balcony, common passage, A/c plant room, walls and other uncovered area, would be excluded for arriving at rental payments : (Strike out whichever is not applicable, particularly for toilets).
- C) I/We agree to provide the following amenities:
- Flooring in vitrified / porcelain tiles of colour and size specified by Bank's Architect.
 - Construction / alteration of premises, if required, as per drawings and specifications of Bank's architect.
 - External finish of the walls as per drawings and specifications of Bank's architect.
 - All entry and exit points will be secured by aluminum frame doors with 12 mm glass, grills, collapsible gates and mechanical shutters.
 - Provision of aluminum frame windows with glass and MS grills as specified by the Bank's Architect.
 - All brick walls / CC platforms / cc lofts or any other civil work as may be required at the time of execution of Bank's interior work will be at the lessor's cost.
 - Painting of premises before delivery of possession and every 3 years thereafter. Major repairs as and when necessary to be carried out by the lessor's as and when required.
 - Bank will use part of the terrace of the building free of any rental charge for installation of V-SAT antenna and noiseless gen-set, in case of need.
 - Bank's Sign Boards: As long as the premises are occupied by the Bank, lessors or any other person or firm will not put up any hoarding on the portion of the premises meant for Bank's own sign-boards.
- D) **I/We declare that I am/we are the absolute owner of the plot/building offered to you and having valid marketable title over the above.**
- E) The charges/fees towards scrutinizing the title deeds of the property by the Bank's approved lawyer will **be borne by me/us**. Approved plan showing the offered area in red together with related papers/permissions etc are enclosed. List of amenities available are enclosed on separate sheet.
- F) You are at liberty to remove at the time of vacating the premises, all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room, partitions and other furniture put up by you.
- G) If my/our offer is acceptable, I/We will give you possession of the above premises on _____.
- H) I/We further confirm that this offer is irrevocable and shall be open for 180 days from date hereof, for acceptance by you.[minimum validity period 90 days]
- I) I/We undertake to obtain "No Objection Certificate" for letting out the premises to bank before handing over the possession to bank (Applicable for premises under Residential category).
- J) I/We declare that the premises shall have 24 X 7 access for the public to use ATM.

(Signature of owner/s)