



Cover No.-1

TECHNICAL BID

1 of 2

To,

Date-

Zonal Manager
Bank of Maharashtra
Zonal Office,
4-3-379, II Floor, Bank Street,
Koti, Hyderabad 500 001

Dear Sir,

Offer to let out/Lease my premises for Bank at
(within 500 meters from existing Branch at

In response to your advertisement dated _____ I / we offer to your Bank _____ sq.
ft. (carpet area) for opening of your _____ branch as per the details/terms and
conditions given below: -

1. Name of landlord and address for Communication with Telephone numbers and email id	
2. Location and address of the building offered with dimension/measurement, layout plan of Premises etc. Distance from our Existing Branch at meters
3. Whether in commercial area or in residential area	
4. Floor and Carpet Area	
5. Name of any Bank (Branch)/ Administrative Office functioning in the same building or adjacent building	
6. Whether parking space is available a) The area available, whether covered/ uncovered b) Will it be for exclusive use of Bank	
7. Quality of flooring	

8. Whether the offer is for new/renovated or under construction	
9. If under construction, time required for completion	
10. The date by which the premises can be handed over to the Bank along with completion /occupation certificate	
11. Description of other Establishments in and around the proposed building	
12. Whether three phase power supply with Minimum 5 KVA to 7 KVA Electricity load with required power load will be made available	
13. Whether space on terrace for installation of VSAT antenna will be provided with 24 hours access	
14. Whether proper wiring to bear the load of Air Conditioners is/will be made available	
15. Whether 'A' class earthing as per IS specifications is/will be provided	
16. Any other facility to be provided	
17. Height of Premises (Floor to Ceiling)	
18. Lease period shall be for 15 years with 25% increase in rent after every five years.	
19. Lease Deed As per Bank's approved format (To be obtained from Bank) Registration/stamp duty will be shared equally by Bank & owner	

Place
Date
Address:

Signatures:
Name (s):

Please enclose:

- (i) Site plan clearly demarcating premises offered with area statement on carpet basis
- (ii) Plan of the Building along with photographs
- (iii) Completion/ occupation certificate to use said premises for commercial purpose



Please put this Commercial Bid in separate cover.

Cover No. -2

COMMERCIAL/FINANCIAL BID

To,

Date-

Zonal Manager
Bank of Maharashtra,
Zonal Office, 4-3-379, II Floor,
Bank Street, Koti, Hyderabad 500 001

Dear Sir,

Offer to let out/Lease my premises for the Bank at _____

In the event of my proposal/offer dated _____ containing technical details to let out/lease my premises to the Bank in response to your advertisement dated ___ being accepted for consideration, the financial/commercial terms and conditions will be as under: -

a] Rate of Rent per sq. ft. of carpet area	a]
b] Total monthly rent	b]
Period of lease	15 years
Renewal terms of the lease deed	increase in rent after every 5 years period
Cost of lease deed (to be borne equally by both parties)	50 : 50
Water tax to be borne by	
Corporation/ property tax to be borne by Present amount of tax per quarter/half-yearly/yearly	
Service Tax amount, if applicable, to be borne by	
Any other Tax Levied/Leviable by Municipal and/or Govt. Authorities to be borne by	
Service charges/maintenance charges if any to be borne by	
Terms for bearing cost of repairs/white washing/distemping and its periodicity	
Interest free Deposit	

Place:
Date:
Address:

Signatures:
Name (s):