

FORM FOR OFFER FOR ATM PREMISES
TECHNICAL PARTICULARS

To,
Chief Manager, Bank of Maharashtra
Yashomangal, 4th floor, 1183-A, F. C. Road
Pune- 411005

Dear Sir,
Offer to let out/Lease my building/premises for the 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 _____ ATM as per the details/terms and conditions given below: -

1. Name of landlord and address for communication with Telephone numbers & e mail 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	
4. Name of any Bank (Branch)/ Administrative Office functioning in the same building or adjacent building	
6. Whether adequate space & permission is available for erecting V SAT on Top of Building ?	
7. Whether parking space is available a) The area available,-- whether covered/ uncovered b) Will it be for exclusive use of Bank	
8. Quality of flooring (a) Simple (b) Mosaic c) Marble/tiles	

d) Any other	
9 Whether the offer is for new/renovated or under construction building	
10. If under construction, time required for completion	
11. The date by which the building can be handed over to the Bank along with completion /occupation certificate	
12. Description of other Establishments in and around the proposed building	
13. Whether three phase power supply with required power load will be made available	
14. Whether adequate/continuous water supply provision is/will be made available.	
15. Whether proper wiring to bear the load of Air Conditioners is/will be made available	
16. Whether proper Sanitation/drainage system is/will be provided alongwith two independent w.c./toilet blocks	
17. Whether sufficient space for power Back up Generators is/will be provided	
18. Whether 'A' class earthing as per IS specifications is/will be provided	
19. Any other facility to be provided	
20. Lease period shall be for 15 years with 25% increase in rent after every five years.	
21. Lease Deed As per Bank's approved format (To be obtained from Branch Manager) Registration/stamp duty will be shared equally by Bank & owner	

Place

Signatures:

Date

Name (s):

Address:

Please enclose:

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

COMMERCIAL/FINANCIAL PARTICULARS

To,
Chief Manager, Pune City Zone
Bank of Maharashtra
Yashomangal, 3rd floor,
1183-A, F. C. Road
Pune- 411005

Dear Sir,

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

In the event of my proposal/offer dated _____ containing technical details to let out/lease my building 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	25% increase in rent after 5 years period.
cost of lease deed (to be borne equally by both parties)	
Water tax to be borne by	
Corporation/ property tax to be borne by	
Present amount of tax	
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 born by	
Terms for bearing cost of repairs/white washing/distemping and its periodicity	

Place

Signatures:

Date

Name (s):

Address & Contact No: