

FORM FOR OFFER FOR
BRANCH PREMISES
FINANCIAL / COMMERCIAL BID

To
The Zonal Manager,
Bank of Maharashtra,
Zonal Office, Varanasi

Dear Sir,

Reg: Offer to let out / Lease my building/premises for the bank at _____

In response to your advertisement dtd. _____ in the daily _____,
I / We _____ (name/names) offer to your Bank,
My/our premises at _____ admeasuring _____ sq.ft. **(Carpet area)** for opening of
your Branch as per the details / terms and conditions given below:

Sr. No.	Particulars	Quote of the landlord
1	Total Carpet Area** on offer (in sqft) **Carpet Area excludes all internal walls and shall be decided by joint measurement prior to fixing actual rent.	Ground Floor..... sqft Other Floor.....sqft Total Capet Area:
2	Rate per sq.ft. per month on carpet area (for Basement & mezzanine rate should be 50% of Ground Floor)	Ground Floor: Rs.....psft Other Floor : Rs.....psft
3	Rent per month* *The rent shall start after 1 month from the date of actual handover the premises to bank or 1 month later to lease deed, whichever is later.	Rs.
4	Interest free deposit (maximum 03 month rent refundable on vacation of premises)	Rs.
5	Lease Renewal terms (max. 15% every 05 years)	_____ % increase in rent after every 5 years period
6	Lease deed execution and registration charges (to be borne equally by both parties)	50:50 sharing basis- YES/NO
7	All Taxes including Property Tax/Grampanchayat Tax/Municipal Tax and other tax levied/leviable by Municipal/Panchayat and / or Govt. Authorities to be borne by and amount of tax per annum. (attach last tax paid receipt)	Landlord
8	Amount of Society maintenance charge (if any) to be paid by & Amount per month	Landlord/Bank
9	GST amount, if applicable to be borne by	Landlord/Bank
10	Terms for bearing cost of repairs (Minor Repair by Bank & Major Repair by Landlord)	
11	Customer area to be provided with emulsion painting with putty as per bank's colour choice Once in 3 years. In case landlord doesn't paint, the Bank shall get the premises painted and cost incurred shall be adjusted from rent.	Accepted/Not Accepted
12	Water tax (On actual consumption basis) to be borne by	Landlord/Bank
13	Income Tax as applicable shall be deducted from Rent	

Place :
Date :

Signature/s
Name (s) :
Address :