

OFFER FOR PREMISES ON LEASE/RENTAL BASIS

TECHNICAL BID

From :

Name: _____

Address: _____

Telephone No. /Mobile No. : _____

To,
Zonal Manager,
Bank of Maharashtra,
Zonal Office,
Wright Town
Jabalpur-482 002

Dear Sir,

Re. OFFER TO GIVE ON LEASE THE PREMISES FOR YOUR BRANCH at _____

This has reference to your advertisement in _____ dt. _____

I/We offer to you on lease basis the premises described herein below for your above said branch. The details of the premises and Technical Bid are as under:

1. Name & Address of the Owners
(Give share of each owners if Joint ownership) : _____

Telephone/ Mobile No. : _____

2. Full Address of premises offered on Lease : _____

3. Distance from main road / cross road : _____

4. Whether there is direct access to the premises
from the main road : _____

5. Floor wise area : _____

Floor	Dimensions	Rentable floor Area (Sq ft)	Useable Carpet Area (Sq ft)

(Please enclose copy of the Layout Plan of the premises. Offered area be marked in red)

Note: Rentable floor area includes carpet area of sanitary convenience, kitchen, pantry, canteen, store etc. and internal passage and corridor if any.

6. Clear Height from floor to ceiling : _____

7. Year of Construction :

8. Whether Occupancy/Completion Certificate obtained:

9. Whether construction is as per sanctioned plan :

10. Type of the building :

(Commercial/Residential/)

(Copy of proof thereof/NOC/Permission for use for banking activity be attached)

11. Whether the premises is in conforming area/on
Notified Commercial Road- If so, whether registered &
applicable mixed use charges/parking charges paid :

12. Whether Parking Facility Available
(Please give details)

13. Boundaries :

East :

West :

North :

South :

14. Lease Period:

(Bank expects minimum lease period of 15 years)

15. Notice of Vacation : Three months by Bank only

16. Electricity Connection :

(Electricity connection/power load of 35-40 KVA to be provided by landlord in bank's name. Amount payable to Electricity Board/Company to be paid by the bank against demand notice. Actual monthly consumption charges to be paid by bank.)

17. Water Connection :

(Water storage arrangement to be provided by landlord. Separate water connection to be provided in Bank's name. Bank to pay actual consumption charges and refundable security deposit).

18. Provision of Toilets :

(Two toilets- one each for the ladies and gents- to be provided by the landlords)

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.

The area occupied by toilets, staircase, pillars and service shafts more 2 sq meters in area, balcony, common passage, AC Plant room, walls and other uncovered area would be excluded for arriving at the carpet area for rental payments (Strike out whichever is not applicable)

b) I/We agree to provide the following amenities :

- ❖ Construction of Strong-room as per RBI's specifications and of the size of 200-300 sq ft as determined by the Architect of the Bank. We will also raise a brick wall within the Strong Room, with a Steel grill door segregating cash section from locker section. The walls of the strong room to be 12" RCC reinforced with Steel 'Jala'. **Strong Room Main Door with grill door will be provided by the bank.**
- ❖ Construction of ATM room to be secured with rolling shutter within the above said premises/area offered on lease to bank for installation of ATM by the bank. Layout Plan/Dimensions/specification for the ATM Room will be provided by the bank. Bank will be free to install ATM in the said ATM Room and no additional/separate rent will be payable by the bank as the area of the ATM Room is already included in the aforesaid rentable area offered to bank.
- ❖ Flooring in Vitrified tiles of colour and size specified by bank's architect.
- ❖ External façade in granite stone.
- ❖ Separate toilets for ladies and gents with tiling as per specifications of bank and with provision of W/C, WHB/ urinals and necessary faucets.
- ❖ Powder coated Aluminum frame windows with glass secured by MS grills of 12 mm square bars and rolling shutter.
- ❖ All entry and exit points of the premises to be secured by wooden door/ Powder coated Aluminum glass door, collapsible door and rolling shutter.
- ❖ Painting of the premises before delivery of possession & after every 3 years thereafter. Major repairs as & when necessary to be carried out by the lessors as & when required.
- ❖ Adequate drinking water supply and storage thereof.
- ❖ 3-phase electricity connection of minimum 40 KVA. The Bank will pay Security Deposit and charges against proper demand of the concerned authority.
- ❖ Separate meters for electricity and water connections so that Bank can pay the bills for actual consumption to the concerned authority.
- ❖ Any other necessary civil works & providing exclusive stairs in between the two floors.
- ❖ 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.
- ❖ Use of terrace: The bank can use approx. 100 sft area part of the terrace free of any rental charges for installation of V-sat antenna & noiseless Gen-set in case of need.

c) 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. Copy of the ownership papers is enclosed. The charges/fees towards scrutinizing the title deeds of the property by the Bank's approved lawyer will be borne by me/us.

d) If my/our offer is acceptable, I/We will give you possession of the above premises withindays of sanction.

e) I/We further confirm that this offer is irrevocable and shall be open fordays. (Expected Validity period of 90 days)

f) I/We undertake to obtain "No Objection Certificate" for letting out the premises to bank before handing over the possession to bank (If applicable)

Owners/Signatures:

Address:

Contact No. :

(Strike out whichever is not applicable)