

COMMERCIAL BID FOR PREMISES OF _____ BRANCH

From:
Name : _____
Address : _____

Date:

Tel No. / Mobile No. : _____

To
The Zonal Manager,
Bank of Maharashtra,
Mumbai City Zonal Office,
45/47, Janmangal,
Samachar Marg
Mumbai-400001

Dear Sir,

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

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

a) **Full Address of the Premises offered** :
On Lease/Ownership :

Commercial Bid Details:

Premises on Rental Basis

| Carpet area of the premises in sq.ft | Floor | Rate of rent per sq.ft. | Basic Rent | Service charges/Amenity charges if any | Rent per month |
|--------------------------------------|-------|-------------------------|------------|--|----------------|
| | | | | | |

1. Loan:

I / We request you to grant a loan of Rs. _____ (Rs. _____ only) that may be sanctioned as per the norms of the Bank. Repayment of loan will be done by adjusting the monthly rent as per the stipulations of the Bank. The estimate of cost of construction / renovation is Rs. _____.
Further, I/We undertake to offer the land and building as security for the loan granted for the construction of the building.

2. Validity of Offer:

The above offer is valid for 90 days from the date of this letter. All other details are given in "Technical Bid".

3. Supporting Documents:

For supporting my ownership/lease rights, I am enclosing herewith documents as under:

1. Commencement Certificate.
2. Occupancy Certificate.
3. Up to date Tax Paid Receipt

Yours faithfully,

(Signature of the owners)