

**ANNEXURE - IV**

**Financial Bid**

**TO BE GIVEN BY THE OWNER(S) OFFERING PREMISES ON LEASE – (Financial Details)**  
 (To be kept in a separate sealed envelope super-scribing "Financial Bid" on the top of the envelope)

To,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear Sir,

**Sub : Financial offer for giving premises on lease for your Branch / Office**

I / We, refer to your advertisement dated \_\_\_\_\_ in \_\_\_\_\_ and offer to give you on lease the premises described here below for your \_\_\_\_\_ branch / office.

**TERMS AND CONDITIONS**

| 1. | Rent  | Carpet Area (sqft)  | Rent Rate per sqft | Total per month (Rs.) |
|----|---|---|--------------------|-----------------------|
|    | <b>Basic rent excluding GST(if applicable)</b>                                      |   |                    |                       |
| 2. | Period of lease (Minimum 10 years)  | _____ Yrs   |                    |                       |
| 3. | Escalation in rent after every 5 years (maximum 15%)                                | _____ %   |                    |                       |
| 4. | Cost of lease deed to be borne by   | By owner / By Bank / shared by me and Bank in the ratio of _____. |                    |                       |
| 5. | Water tax to be borne by  | By owner  |                    |                       |
| 6. | Corporation / Municipal / Tax to be borne by  | By owner  |                    |                       |
| 7. | GST amount, if applicable, to be borne by   | By owner / Bank   |                    |                       |
| 8. | Any other tax levied / Leviable by Municipal and/or Govt Authorities to be borne by | By owner / By Bank / shared by me and Bank in the ratio of _____. |                    |                       |



|    |  |              |
|----|--|--------------|
| 9. | Common maintenance charges if any to be borne by | By owner     |
| 11 | Interest Free rent advance ( Maximum 3 months)   | _____ months |

| <b>DECLARATION</b> |   |
|--------------------|---|
| 1                  | I / We, am / are aware that, the rent shall be calculated as per the carpet area only, which will be measured in the presence of owner/s and Bank Officials after completion of the building in all respects as per the specifications / requirement of the Bank and in accordance with the Policy of the Bank.   |
| 2.                 | The concept of carpet area for rental purpose was explained to me / us and clearly understood by me / us, according to which the carpet area means area of the premises less toilet, passage, wall / columns, staircases, verandah, lobby, balcony, kitchen etc. even though the same is given for Bank's use.  |
| 3.                 | The charges / fees towards scrutinizing the title deeds of the property by the Bank's approved lawyer will be borne by me / us.   |
| 4.                 | All repairs including annual / periodical painting and annual / periodical painting will be got done by me / us at my / our cost. In case, the repairs and / or painting is / are not done by me / us as agreed now, you will be at liberty to carry out such repairs, painting, etc. at our cost and deduct all such expenses from the rent payable to us. |

- I / We further confirm that this offer is irrevocable and shall be open for \_\_\_\_\_ days (minimum 120 days) from the date of opening of the bid, for acceptance by you.

Yours faithfully,

**(SIGNATURE OF OWNER/S)**

Place :

Address of owner/s

Date :

