![BOi-bi-lingual Logo[1]]()

**Telangana Zonal Office**

**PART – I (TECHNICAL BID)**

The Zonal Manager,

Bank of India,

Telangana Zone.

Dear Sir,

 The details of premises, which I/We offer to lease to the bank, are as under:

1. Name of Owner/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Share of each owner, if any,

Under joint ownership: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Location:
2. Name of the building and House No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Number and Street: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Ward/Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Building:
6. Type of Building: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Residential/Commercial/Industrial/Mixed)

1. Type of Construction: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Load bearing/RCC/Framed structure)

1. Clear floor height from floor to ceiling: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Carpet Area** offered to Bank (Carpet Area excludes area covered by Wash rooms, staircase and common area (if any).

Ground floor -

1. Water facility available Yes/No
2. Sanitary facilities available Yes/No
3. Electrical supply 3 phase with separate meter capable of 25KVA supply

 available Yes/No

1. Parking facility Yes/No
2. Occupancy Certificate obtained from Local municipal Corporation/Gram Panchayat Yes\No

I/We, agree to execute Lease Deed in Bank’s standard format

 My/our offer will be valid for next six months from the date of offer.

 **Signature of the offeror / s**

Place:

 NAME:

Date:

 ADDRESS:

 Telephone no.

 Mobile. No:

 Email ID:

**[SUBMISSION OF OCCUPATION CERTIFICATE COPY IS MANDATORY]**

**Compulsory Encl: 1 Ownership Document (copy of title deeds)**

 **2] Plan of premises,**

**PLEASE READ OUR TENDER DOCUMENT AND THE ANNEXURE ATTACHED CAREFULLY. DETAILED INSTRUCTIONS TO APPLICANTS AND BIDDERS ARE GIVEN IN THE TENDER DOCUMENT AND DETAILS OF THE REQUIREMENT OF THE BANKS ARE GIVEN IN THE ANNEXURE**

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![BOi-bi-lingual Logo[1]]()

**PART – II (FINANCIAL BID)**

To

The Zonal Manager,

Bank of India,

Telangana Zone.

Dear Sir,

I/We offer to lease my/our premises located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Other details of which are given in Part –I) at following rate:-

|  |  |  |  |
| --- | --- | --- | --- |
| Type of Floor |  Carpet Area | Rate | Total Rent |
| (in sq. ft.) | (Rs. per sq.ft.) | (Rs. per month) |
| Ground Floor (only) |  |  |  |
|  GST (if Applicable) (To be paid by Bank) |  |  |  |
| Final Amount (Incl GST)  |  |  |  |
| Any taxes (If any)(To be paid by Landlord) |  |  |  |

I / We agree to:

1. Execute Lease Deed in Bank’s Standard Format

 ii) Bear the cost of execution and registration of Lease Deed (50:50).

1. GST on Lease Rent to be borne by bank.
2. Construct Strong Room, ATM, E-gallery and other requirements as specified in point no XVI in the notification, as per RBI / Bank’s Standardized requirement and cost will be borne by landlord.
3. To lease the premises in favour of bank for minimum 10 years with 15% of increase in rent at each five years.

To lease the premises in favour of Bank for --------- years. My / Our offer will be valid for next 6 months from the date of offer.

Place:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile: **Signature of the offeror / s**

 Name: