

**Financial Bid**TO BE GIVEN BY THE OWNER(S) OFFERING PREMISES ON LEASE – **(Financial Details)**

(To be kept in a separate sealed envelope superscribing “Financial Bid” on the top of the envelope)

From

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To

**The Zonal Manager  
Indian Bank,  
Zonal Office, Agra**

Dear Sir,

**Sub : Offer to give on lease the premises for your Branch / Office – Tappal Branch,  
Aligarh**

I / We, refer to your advertisement dated ..... in \_\_\_\_\_ an offer to give you on lease the premises described here below for your Tappal Branch, Aligarh.

**TERMS AND CONDITIONS**

1.	<b>Rent</b>	Carpet Area	Rent Rate per sqft	Total per month (Rs.)
	a. Basic Rent			
	b. Common Maintenance etc, if any (give details)			
2.	Period of lease (Minimum 5+5 Yrs)	_____ Yrs		
3.	Escalation in rent (Maximum 15%)	_____ % after every 5 Yrs		
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.	Service charges / maintenance charges if any to be borne by	By owner		

11	Rental deposit	_____ months
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<b>DECLARATION</b>	
1	I / We, am / are aware that, the rent shall be calculated as per the carpet area 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.
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 from the date thereof, for acceptance by you.

Yours faithfully,

**(SIGNATURE OF OWNER/S)**

Place :

Address of owner/s

Date :