

### FORMAT FOR TECHNICAL BID

1	Name of the Owner	
2	Telephone No. / Mobile No.	
3	Complete Address of Site/Premises offered	
	→landmark of premises	
4	Copy of Ownership Proof (attach copy)	
5	Floor offered with details of Carpet Area. Quote to be in Carpet Area and not any other area	Width _____ ft: Length _____ ft. Total _____ sq. ft.
6	Year of Construction	
7	Whether the said property has Municipal approval for commercial use (attach copy)	
8	Details of Sanction Plan (Copy to be furnished on demand)	
9	Details of Completion/Occupation Certificate (Copy to be furnished on demand)	
10	Whether the Colony is finally approved by Govt (submit the Proof)	
11	Specifications for Internal Finishes	
12	Amenities	
13	Electrical Load	_____ KVA/Available/Not Available
14	Water Supply Connection	
15	Type of Structure – RCC/Load bearing	
16	Parking Availability	
17	Space for V-Sat Antenna	
18	Distance from Railway/Station etc.	

Date ::

(SIGNATURE OF THE OWNER)

**CARE:-**

- No Indication as to price aspect be given in the Technical Bid.
- Technical Bid and Financial Bid are to be submitted in separate sealed covered marked as TB & FB super scribing advertisement reference, name of the applicant and address of the applicant.
- Both the sealed covers (TB & FB) be put in one sealed cover marked as “offer for premises at .....

**FORMAT FOR FINANCIAL BID**

1	Name of the Owner	
2	Location of Premises	
3	Rental rate per sq. ft. of Carpet Area. Quote to be in Carpet Area and not any other area (Only ground floor premises to be offered)_____per sqft per month (inclusive of taxes)	
4	Municipal Taxes. To be borne by landlord invariably	
5	Taxes including revision in future to be borne by landlord invariably. Please note that Municipal taxes/cess/services to be borne by landlord. Service charges like Society charges, maintenance charges to be borne by the Bank.	
6	Other charges like Society Charges/Maintenance Charges/Charges for Amenities (please qualify)	
7	Service tax on rent (to be borne by whom)	
8	Period of lease	
9	Desired enhancement in rent	
10	Cost of execution of lease deed to be shared in proportion	50:50
11	Interest free rent advance required, if any	
12	Loan amount required for construction/renovation of premises. If any	
13	Any Other Condition, if any	

Date ::

**(SIGNATURE OF THE OWNER)**