

FINANCIAL BID

(Please read guidelines carefully. No point in the form should be left blank)

1. Name & Address of the Owner
Tenderer of the Premises ::
2. Location of the Premises ::
3. Address of the proposed premises
for hiring. ::
4. Rentable Area Offered :: _____ Sq. Ft.
5. i. Rent per Sq.Ft. on Rentable Area :: Rs. _____
- ii. Monthly Rent :: Rs. _____ (Rupees _____ only).

(Area will be measured as per Indian Standards 3861-1975, copy of which is available for perusal at concerned Branch/Division/Regional Office.)

6. i. Whether Tax amount (if any) is
to be borne by the tenant. ::
- ii. If YES Amount per Month :: Rs. _____ (Rupees _____ only).
- iii. Rate of Tax ::
7. i. Whether any parking Charge is
to be borne by the tenant ::
- ii. If YES Amount per Month :: Rs. _____ (Rupees _____ only).
8. i. Whether Lift Operation/Maintenance::
charges to be borne by the tenant ::
- ii. If YES Amount per Month :: Rs. _____ (Rupees _____ only).

Full Signature of the Tenderer.

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9. i. Whether any other charges to be borne by the tenant (please specify) ::
ii. If YES Amount per Month :: Rs. _____ (Rupees _____ only).
10. Percentage increase in monthly rent, at which lease can be renewed :: _____ %
after _____ years
11. Sharing of the Registration Expenses :: (for lease deed).
i. By the Owner :: _____ %
ii. By the tenant :: _____ %
12. ***Security Deposit/Advance if any :: Rs. _____ (Rupees _____ only).
13. ***Mode of Adjustment of Deposit/Advance ::
14. Whether the rate, terms and conditions quoted above are negotiable or Final. ::

Place ::

Date ::

Full Signature of the Tenderer.

***** Note:***** Company can, at its discretion, consider depositing an interest free advance (excluding taxes & service charges) which would be adjusted against rent payable in Twelve/Twenty-four instalments, respectively, w.e.f. the rent of the 1st month.