

**FINANCIAL DETAILS OF THE OFFER**

(To be submitted in a separate sealed envelope marked as **Financial Bid**)

Name		
S/O, W/O, C/O		
Address 1		
Address 2/POST		
Land Mark		
PS		
District		Mobile No:
PIN Code		E-Mail ID:

To

The Deputy General Manager  
CANARA BANK  
**Premises & Estate Section**  
Circle Office,  
21, Camac Street, Kolkata - 700016

Dear Sir,

**SUB:** Offer of premises on lease for your \_\_\_\_\_ Branch/ Office

In response to your advertisement, I/We have submitted the details of my/our premises in a **separate envelope marked "Technical Bid"**. I/We am/are submitting the **"Financial Bid"** agreeing to the following:

1. To offer my/our premises at Rs \_\_\_\_\_ per sqft per month (Rupees \_\_\_\_\_) on Carpet area basis for first block of 5 years from the date of handing over possession of the premises, with \_\_\_\_\_% increase in rent for the subsequent block of 5 years.
2. The above rate is quoted for the terms and conditions agreed by us in the Technical Bid.
3. This offer is valid for 3 months from the date of opening the "Technical Bid".

Signature of the offerer/s

Place:

Date :



**CARPET AREA DEFINITION**

The carpet area of any floor shall be the floor area worked out excluding the following portions of the building:

1. Toilets
2. Common Verandahs, Passages, Corridors
3. Open Balconies
4. Common Entrance Hall
5. Car porch whether common or exclusive
6. Common Staircase and munties
7. Lift well and shafts
8. Common Garages / parking which is common to all
9. Common Canteen Areas
10. Air conditioning ducts and common AC plant rooms.
11. Pump house areas.
12. Space occupied by walls/Pillars
13. Any other area which is common to all tenants.
14. Space occupied by Generator/Generator Room

I/We am/are agreeable to exclude the area covered under the above items and willing to accept the rent and advance rent strictly on the basis of carpet area to be arrived at after joint measurement.

Signature of the offerer/s

Place:

Date :

