

ANNEXURE-IV

PROFORMA FOR FINANCIAL BID

With reference to your advertisement in the newspaper(s) dated 19.12.2017, I/We hereby offer the premises owned by me/us for housing your office on lease basis as per terms and conditions and other details furnished in the technical bid. The general information of the premises offered to the Directorate on lease and the rent per Sq. ft. of rentable area is as under :

| | | |
|---|--|--|
| 1 | Name of the owner/ Land lord | |
| 2 | i. Location of the premises : i.e. Plot no./ Name of the Building. ii. Name of the street / Locality | |
| 3 | RENTABLE Carpet AREA of the premises offered. No rent for basement should be quoted. Basement will be used exclusively for parking free of cost. | Sq. ft. on Ground floor Sq. ft. on First floor Sq. ft. on Second floor etc. |
| 4 | Rent per sq. ft carpet area on each floor and the total monthly rent. The rent and the taxes should be mentioned separately. | Rs...../- Per Sq. Ft. Per month for Ground Floor. Rs...../- Per Sq. Ft. Per month for First Floor Rs...../- Per Sq. Ft. Per month for Second Floor. etc. Or Lump sum Rs./- Per month. |
| 5 | Whether agreeing that the revision of rent at the time of renewal will be as per norms fixed by DG HRD. | Yes / No (In view of Para 6(2)(b)(b) of infrastructure manual.) |

Note:-

1. Above rent is exclusive of GST which, if payable, would be paid by the department on actual.

2. The rent will be subject to Rent Reasonableness Certificate/ FRC by CPWD as per procedure laid down by the Government and it will be applicable for the lease period of three years.
3. No advance rent or deposit will be paid by the Government as matter of policy.
4. The lease deed will be in the format of Standard Lease agreement as approved by the Directorate of Estate and shall be executed with the appropriate authorities. The stamp duty charges relating to registration, if any, shall be borne by the land lord.

Date:

Place:

Signature of Owner/ Landlord