

**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 - 700068**

Dear Sir,

**SUB:** Offer of premises on lease for your Currency Chest at \_\_\_\_\_

**Kharagpur /Silguri/Burdwan**— strike out the location not applicable.

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 :



**SPECIFICATION FOR CONSTRUCTING STRONG ROOM/ VAULT ROOM FOR  
CURRENCY CHEST**

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The specifications for strong room for branches are detailed hereunder

The Construction of the Currency Chest along with Vault Room shall be done as per Design of Structural consultant in conformity with the technical specifications as advised by the Reserve Bank of India (RBI) and IBA.

The intending Offerer/s is/are requested to understand the details on technical specifications, various types of materials to be used from the Premises Section in Circle Office at 21, Camac Street, Kolkata during office hours on all the working days.

Only the Strong Room Door and Air ventilator/s will be provided by the Bank.

Signature of the offerer/s

Place:

Date :



