

(FOR BHARUCH BRANCH PREMISES)

“Offers are invited from the interested parties, having ownership of a commercial office space of around 1000 to 1200 sq. ft. carpet area (as per IS 3861 of 2002), preferably located on ground or 1st floor in a commercial Area, in the vicinity- From Zadeshwar Chowkadi to Railway Station (within 3 Km from Bharuch Railway Station) at Bharuch Tal. Bharuch Dist. Bharuch.”

The offer can be sent to the following address, superscribing the sealed envelope “For Bharuch Branch Office Rent” up to 8th October 2021 Time 3 PM.

Envelopes to be Superscribed “For Bharuch Branch Premises”

FORMAT IN FOLLOWING PAGES

Baroda Regional Office (220000)
The New India Assurance Company Limited.
9TH Floor, Suraj Plaza - II,
Sayajigunj, Vadodara - 390020

(FOR BHARUCH BRANCH OFFICE)

To,

Dated

The Deputy General Manager

Baroda Regional Office (220000)
The New India Assurance Company Limited.
9TH Floor, Suraj Plaza - II,
Sayajigunj, Vadodara - 390020

LETTER OF OFFER FROM THE OWNERS OF PREMISES

DEAR SIR,

Re: - Letter of offer for your proposed site at _____

I / We offer to you on lease my premises described hereunder for your Consideration.

Sr. No.	Particulars	Nature of offer
1	NAME OF THE OWNER AND MOBILE NO.	
2.	ADDRESS & LOCATION (WITH ADDRESS PROOF)	
3.	PROPERTY COMMERCIAL RESIDENTIAL (WITH PROOF)	
4.	FLOOR Situated On	
5.	SUPER AREA	
6.	CARPET AREA	
7.	MONTHLY RENT (AC PREMISES)	Rs. /- PSF
8.	If GST Required, Certificate No.:	
9.	CONTRACT TIME (Lease Period)	
10.	Repair & Maintenance (including painting / colouring / whitewash) Period	

Last Date of Submission: 8th October 2021
Time: 3 PM

11.	INCREASE IN RENT & PERCENTAGE	_____ % Every _____ years
12.	STAMP DUTY & REGISTRATION CHARGES	50:50 BASIS
13.	MUNICIPAL TAX/ PROPERTY TAX	
14.	RENT FREE PERIOD	
15.	ELECTRICITY & WATER Charges (Separate Meter to be Provided)	
16.	LIFT AVAILABLE	
17.	PARKING SPACE	2- Wheeler: 4-Wheeler:
18.	SPACE FOR SIGN BOARD	
19.	WASHROOM (TOILETS)	MALE : FEMALE : INCHARGE:
20.	SPACE FOR RECORD ROOM	
21.	SPACE FOR CASH SAFE	

PLACE: -

DATE: -

SIGNATURE OF LANDLORD