

**THE MAHARASHTRA MANTRALAYA AND ALLIED OFFICES CO-
OP BANK LTD., MUMBAI**

1.	Name and address of the owners :	
2.	Contact Person(s)	
3.	Location and address	
4.	Whether there is direct access to the premises from the main road	
5.	Whether the building has been mortgaged to any Bank/ Financier. (If Yes provide details)	
6.	Building	
a)	Year of Construction	
b)	Specify the type of building (Residential/Commercial/Industrial)	
c)	Specify the type of construction (load bearing/RCC framed structure)	
d)	Clear floor height (from top of the floor)	
7.	Area of the Premises (Sq.Ft.):	
8.	Price	
9.	Maintenance Charges:	
10.	Service Tax (Present):	
11.	All Taxes (Present):	
12.	Registration Charges	To be borne by the bank and owners on 50:50 basis.
13.	Broker	No Broker allowed

1. Please fill in all particulars in the space provided in the form.
 2. All particulars furnished should be supported by documentary Evidence attached separate sheets wherever necessary.
 3. All necessary drawings of the building offered for lease, including approved plans, planning permit, etc., shall be submitted and your certificate confirming that you have constructed the building (Offered) as per approval of local body or statutory authority.
 4. Please affix signature (authorized signatory) on all pages of the application.
 5. Separate offers should be submitted for two or more premises owned by the same person.
 6. The price bid would be opened after short listing of offers base on Part A technical bid.
 7. Bank will short list the offers based on the minimum criteria information provided in part A tender namely:
 - i. Acceptance to quote rent based on carpet are only.
 - ii. Locality of the proposed site.
 - iii. Area of premises offered
 - iv. Accessibility to main road
 - v. Parking space provided
 - vi. Amenities and other infrastructure provided
 - vii. Bidders acceptance to all banks terms and conditions
 - viii. Other essential requirements spelt out in Part A tender
 8. Bank's decision on selection of prospective offer is final.