

**Life Insurance Corporation of India.
Bhagalpur Divisional Office
Jeevan Prakash, Zeo Mile, Bhagalpur-813210**

Financial Bid for hiring of premises for Kishanganj Branch Office at Kishanganj

(The rate quoted shall be excluding stamp duty and registration charges)

Name of the Owner/ Vendor/ Firm:

Reference No.:.....

Sr.	Details of the property	Floor Level	Carpet area of the premises offered (sq.ft.)	Basic rent per sq.ft. of carpet area (in figure and words)	Total Gross Rent
(1)	(2)	(3)	(4)	(5)	(6=4x5)

Note:

- Vendors shall quote the rate and amount(in figure and words)excluding registration and stamp duty charges for execution of lease agreement. If there is difference in quoted rate in figure and words, amount mentioned in words will be taken for consideration to decide lowest tender (L1). Registration and Stamp Duty charges will be shared equally by the Lessor and the Lessee (50:50). In case of tie, L1 will be decided on the basis of toss in presence of such bidders.
- Carpet area rate: The carpet area rate shall be inclusive of basic rent and all proportionate statutory charges (i.e. all taxes/ cess present and future – House tax, Property tax, Service tax and Municipal taxes etc.),maintenance charges and Service charges like Society charges etc. The rent will be paid from the date of taking possession of the premises. **The lowest tenderer (L1) will be decided on the basis of basic rent per sq ft of Carpet Area as mentioned in Column 5 (five)..** Nothing extra will be paid other than the basic rent per sq ft of carpet area as mentioned in column 5 (five). GST, if any, will also be payable on monthly rent subject to submission of relevant papers. Lease rent is payable by 7th of succeeding month.
- Carpet area measurements: The carpet area measurements shall be as per Bureau of Indian Standards IS No.3861:2002. Joint measurements will be taken in the presence of LIC official and vendor / authorized representative for finalizing the carpet area.
- Validity of offer: The offer should remain valid at least for a period of 3 (three) months to be reckoned from the date of opening of 'Technical Bid'.

Signature of vendor with seal.

Date :

Place:.....