



## TENDER FOR OFFICE SPACE AT PATNA

**SUBMIT PRICED BID IN THIS FORMAT IN SEPARATE SEALED ENVELOPE**

### **PRICED BID**

Sl No.	DESCRIPTION	RENTAL IN RS PER SQUARE FEET OF CARPET AREA PER MONTH : to be quoted by bidders in this column
1.	Providing Office Space as per the bid document, terms and conditions on Lease as per the data furnished in the Unpriced Technical bid for the first year.	<u>In figures:</u> Rs. _____ <u>In words:</u> Rupees: _____
2	Taxes if any(Tax being quoted shall be mentioned here)	<u>In figures:</u> _____ % <u>In words:</u> _____ Percent
3	Escalation (i.e. % year on year increase) in rental for the next 5 year period.	<u>In figures:</u> _____ % <u>In words:</u> _____ Percent

#### **Notes:**

1. Taxes if any shall be quoted separately as percentage (%) of base rate and not as applicable. Revision in tax by Government Authorities/Statutory authorities shall be taken in consideration by us.
2. The rental quoted shall be inclusive of:
  - a. All the amenities including enclosed car park for 6 cars. (desirable 12 cars)
  - b. Income tax at applicable rates shall be deducted from the monthly rentals and TDS certificate (tax Deducted at Source) will be issued to the Owner of premises accordingly.
  - c. In case Escalation column is left blank bids will be evaluated as without any yearly escalation in rental.
3. Monthly electricity and water bills shall be borne by HBL as per the dedicated meter readings.
4. In case of discrepancy between the rent in words and rent in figures, the amount quoted in words will be considered for evaluation.
5. Priced Bid duly signed & stamped should be submitted in a **separate sealed envelope marked "Priced Bid: Office Space-Patna"**. Please also mention your name (bidder's name) on the envelope.

Date:

Place:

(Bidder's Name and Signature)