

**RAJASTHAN URJA VIKAS NIGAM LIMITED
OFFICE OF THE DEPUTY DIRECTOR (HR)**

Formet of offer letter for office premises on rent
FINANCIAL BID(NIT No. HR 12/2019)

To be put in sealed cover superscribed as Financial Bid

To,
Deputy Director(HR)
Shed No. 5/6, Vidyut Bhawan, Jyoti Nagar
Janpath , Jaipur

Ref:- Your NIT No. HR 12/2019 dated.....in/on..... (Name of Newspaper
)/RUVN's website forOffice Premises .

Dear Sir,

With reference to the **RUVN NIT No. HR 12/2019** for premises ofOffice premises,I/we,offer to give you on lease the premises described below.

1	Name	Name of Owner/s	
2	Address	Full Address of the Premises	
3	Carpet Area	Carpet Area(In Sq.ft) Note:- Definiton of carpet area is given in Annexure-I	
4	Unit Rent Rate (Inclusive taxes except GST)	Monthly Rent(In Rs. Per Sq.ft.) (Strictly on carpet area as defined above)	
5	Montly Rent (Inclusive taxes except GST)	Carpet area X Rent Rate per sq.ft.	Rs.....
6	Lease Period	(Should be minimum for 3 years), which can be further extended for 2 years (if needed)	
7	Cost of execution /registration of lease deed	i).Will be borne by Owner II).Will be borne by Owner &RUVN on 50:50	
8	Enhancement	After 3 Years%
9	Goods & Services Tax	i) Whether Goods & Services Tax in applicable on rent. ii) Who will bear the Good & Service tax on rent, if applicable	i)Yes/No ii)Landlord/RUVN

(A) I/We, am/are aware that the rent mentioned above will be inclusive of all the amenities including parking space and other conveniences provided by the landlords.

(B) I/We, am/are also aware that above mentioned all parameters/demands will be qualified and will be loaded on rent rate.

(C) I/We, am/are aware that the RUVNL is not bound to accept my/our offer and may cancel it without assigning any reasons/ notice whatsoever.

Place

Date

.....

Signature

Name of Bidder/Offerer/s:

Address.....

Mobile/Tel.Nos:-

Bidder/Offerer