



Can Fin Homes Limited
Registered Office:
No: #29/1, Second Floor,
Sir M N Krishna Rao Road,
Basavanagudi, Bengaluru - 560004

REQUIRED OFFICE PREMISES

Can Fin Homes Limited is a Housing Finance Company having its Registered Office in the above-mentioned address. The Company requires **office space of 6000-8000 sq. ft** in a good locality on lease for 5 to 10 years at the following location

Sl. No.	Location	Contact Person & Designation	Contact number – Mobile & Landline
1	Basavanagudi, Bengaluru	Mr. S Mohana Krishnan Asst. General Manager	+91-7625079508 080-26567659

The Company is looking for office space in and around 1 Km from the above-mentioned Registered Office address. Interested Premises Owners may send their Offers in a closed envelope to the above-mentioned address as per our format in our website www.canfinhomes.com on or before **08/04/2024** addressed to the above-mentioned contact person.

Offers from the brokers / intermediaries will not be entertained. Can Fin Homes Limited reserves the right to reject any or all the offers without assigning any reason whatsoever. Canvassing in any form will disqualify the offer. No brokerage will be paid

Place: Bengaluru
Date: 30/03/2024

Sd/-
Asst. General Manager

OFFER LETTER
(To be given by Landlord/s offering premises on lease)

From

To

The Branch Manager
Can Fin Homes Ltd
----- Branch.

Dear Sir,

Sub: Offer to give on lease the premises for your branch/office

I/We offer to you to give you on lease the premises described here below for your -----
-----branch/office.

- (a) Full address of the premises offered on lease :
- (b) Distance from the main road/cross road :
- (c) Whether there is direct access to the premises
from the main road. :
- (d) Floor wise area (floor carpet area in sft) :
- (e) Year of construction :
- (f) If the building is new, whether occupancy
Certificate is obtained :
- (g) If the building is yet to be constructed
 - 1) Whether plan of the building is approved.
(Copy enclosed)
 - 2) Cost of construction
 - 3) Time required for completing the construction:
- (h) If the building is old whether repairs/renovation
is required.
 - 1) If so cost of repairs/construction
- (i) Boundaries
 - North
 - East
 - South
 - West.

Signature of Land Lord

Terms and Conditions:

a) **Rent:** Floor wise rent at the following rates i.e.

Floor: Carpet Area: sft Rent per sft:

Maintenance Charges: Applicable GST:

With effect from _____ i.e. the date of handing over vacant possession after completion of the construction ,repairs, renovation, addition, payable within 5th working day of succeeding calendar month.

b) **Lease period:**

1) _____ Years certain from the date of handing over vacant possession after completion of the construction, repairs, renovation, addition, etc., with a further period of -----years at your option with _____% enhancement in rent for the option period.

(3+3+3 with 15% rent increase after completion of every 3 years lease/ 5+5 with 25% rent increase after initial 5 years lease)

2) In case I/We fail to discharge the entire loan (to be granted by the company for construction/repairs/ renovation/addition of the premises) along with interest within the agreed period of lease, I/We agree for further extension of lease at the same rental rates as will be paid at the time of expiry of agreed lease period, till the loan with interest is cleared in full. This is without prejudice to the rights of the company to recover such outstanding by enforcement of security or by other means such as may be deemed necessary by the company.

3) You are however at liberty to vacate the premises at any time during the pendency of lease by giving three month notice in writing, without paying any compensation for earlier termination.

c) **Taxes and Rates:**

All the existing and enhanced Municipal/Corporation taxes, rates and cesses will be paid by me/us.

d) **Maintenance Charges:**

i) Company shall bear actual charges for consumption of electricity and water charges. I/We undertake to provide separate electricity/water meters for this purpose.

ii) All repairs including annual/periodical white washing and annual periodical painting will be got done by me/us at my/our own cost. In case ,the repairs and/or white/colour washing is/are not done by me/us as agreed now ,you will be at liberty to carry out such repairs white/colour washing ,etc at our cost and deduct all such expenses from the rent payable to us.

e) **Rental Deposit:**

You have to give us a sum of Rs. _____ (Rupees _____ only) being the advance rent deposit for _____ months which will be refunded to you at the time of vacating the premises or you are at liberty to adjust the amount from the last 3 months' rent payable to me/us by you before you vacate. (Applicable only where no loan component is involved.)

Signature of Land Lord

f) **Loan:**

I/We may be granted a loan of Rs. _____ (Rupees _____ only) that may be sanctioned as per the norms of the company which will be cleared with interest within the period of lease and also undertake to repay the loan by adjusting the monthly rent as per the stipulations of the company. The estimate of cost of construction/ renovation is Rs _____

Further I/We undertake to offer the land and building as security for the loan granted for the construction of the building.

g) **Lease Deed/Registration Charges:**

I/We undertake to execute an agreement of lease/regular lease deed in your favour containing the mutually accepted/sanctioned terms of lease at an early date. I/We undertake to bear the charges towards stamp duty and registration charges for registering the lease deed on the basis of 50:50 between the company and me/us.

Declaration

1) I/We am/are aware that, the rent shall be calculated as per the carpet area which will be measured in the presence of Landlord/s and company officials after completion of the building in all respects as per the specifications/requirements of the company.

2) The concept of carpet area was explained to me/us and clearly understood by me/us, according to which the area occupied by toilets, staircase, pillars, balcony, common passage ,walls and other uncovered area ,would be excluded for arriving at rental payments.

3) The following amenities are available in the premises or I/We are agreeable to provide the following amenities:

a) The strong room will be constructed strictly as per the company specifications and size. Strong room door, grill gate and ventilators are to be supplied by the company.

b) A partition wall will be provided inside the strong room segregating the locker room and cash room.

c) A lunch room for staff and stock room will be provided as per the requirements/specifications of the company. A wash basin will also be provided in the lunch room.

d) Separate toilets for gents and ladies will be provided.

e) A collapsible gate, rolling shutter will be provided at the entrance and at any other point which gives direct access to outside.

f) All windows will be strengthened by grills with glass and mesh.

g) Flooring should be of good quality ceramic tiles/marble and walls should be painted with good quality paints.

h) Required power load (min 8 KVA) for the normal functioning of the company and requisite electrical wiring/points will be provided. The deposit for power load will be borne by me.

i) Continuous water supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary, electric motor of required capacity will be provided.

k) Space of fixing company sign board will be provided.

l) I/We have no objection in erection of antennae for accessing Radio Frequency waves for company operations.

m) I/We have no objection in installing Solar panels on the roof top for harvesting solar energy for company usage.

n) Required number of pucca morchas for security purpose will be provided as per company specifications.

Signature of Land Lord

o) I/We will provide two/four wheeler parking for the exclusive use of company staff.

I/We declare that I am/we are the absolute owner of the plot/building offered to you and having valid marketable title over the above.

The charges/fees towards scrutinizing the title deeds of the property by the company's approved lawyer will be borne by me/us.

You are liberty to remove at the time of vacating the premises, all electrical fittings and fixtures, counters safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture items put up by you.

If my/our offer is acceptable, I/we will give your possession of the above premises on ---
-----.

I/We further confirm that this offer is irrevocable and shall be open for -----days from date hereof, for acceptance by you.

Place:

Yours Faithfully
(Owners)

Date:

Mobile No:

Email ID:

GSTIN: