

## TERMS & CONDITIONS.

1. The rooms in the premises should be airy and having vitrified tiles with a wash basin.
2. Other things being similar, preference will be given to newly constructed/ground floor or first floor premises.
3. The building should preferably be located near Bus Depot or within one km. Radius of nearest Railway Station East/West side.
4. The application should be submitted by the owner or a person duly authorized by him for the purpose.
5. The owner should have clear title to the property.
6. Construction of the building should be as per design approved by the Local Authority and it should be having adequate supply of water & electricity.
7. It should have some parking space preferably.
8. The quotation of the premises should be supported with approved drawing of the premises with clear dimensions.
9. A copy of approved plan of the premises should be enclosed with the offer.
10. If any minor alteration/additions are required, as per office need, it has to be done by the owner at his own expenses.
11. The building should have sufficient electricity load 5-10 KWA installed electricity load and fittings for installation of Air-Conditioner., Generator Consent of the society for installing Tower for networking is also necessary.
12. The rent/lease should be quoted for carpet area inclusive of Taxes, Levies, Duties, Parking charge, Maintenance Charge, Insurance etc.
13. There should be provision for glow Signage.
14. Proposals on outright purchase are also welcome.