



Ref no: NIT – 26/MAR/2018

Date: 23.03.2018

ENQUIRY

Subject: Proposal for leasing/renting transit accommodation

Name and address of Owner:

Address of the Accommodation put up for Lease/Rent:

Sl. No.	Description	Details
1.	Total Built up Area	Sqft
2.	Total Living Area	Sqft
3.	Total Number of accommodations available units of BHK units ofBHK units ofBHK	
4.	Total Number of rooms available	

5.	Distance from NCBS Front Gate Distance from NCBS Back Gate	Kms Kms
6.	Availability of nearest eateries – radius of	Kms
7.	Monthly Rent/ Lease Amount	
8.	Refundable Security Deposit, if any (Interest free)	
9.	Furniture/ Fixtures available (separate sheet may be attached if required)	
10.	Lease/Rent period	
11.	Any other terms	

I will produce all the relevant documents i.e copy of sale/owners deed, Katha B /A extract, latest tax receipt, latest electricity bill, PAN card/Aadhar card/ Voter Id copy, bank account details (cancelled cheque leaf) during the lease agreement. The rent/ lease shall be subject to TDS as applicable.

Signature of owner