



IDBI Capital Market Services Ltd

Requires office premise in Kolkata, West Bengal

IDBI Capital Market Services Ltd (a wholly owned Subsidiary of IDBI Bank Ltd) intends to acquire a prime business locations on lease basis, office space measuring 400 to 700 sq. ft. approx in Kolkata city.

Premise, which is fully furnished, shall be preferred. While sending your offers to give on lease the premise to IDBI Capital Market Services Ltd, please ensure that the following technical specifications of the proposed premise are adhered.

- 1) Premise should be located on the main road in a commercial area.
- 2) There should be good parking lot near to the premise.
- 3) IDBI Bank should be situated in the close vicinity of the proposed premise.
- 4) Premise should be preferably located at Ground Floor.

Landlord's/ Estate agents (Duly authorized by landlord's) may submit their offers giving details of premise, location, terms of lease etc. in the attached format (Annexure II) within 10 days from the date of this advertisement to **Head- Administration Department, IDBI Capital Market Services Ltd, 5th Floor, Mafatlal Center, Nariman Point, Mumbai- 400021**

IDBI Capital Market Services Ltd reserves the right to reject any or all offers without assigning any reasons.

Place: Mumbai

Date: 02/07/09

ANNEXURE I

**OFFER TO GIVE ON LEASE THE PREMISES
FOR IDBI CAPITAL MARKET SERVICES LTD**

From

To

Head- Administration
5th Floor, Mafatlal Center,
Nariman Point , Mumbai-21

Sub: Location--_____

Dear Sir,

I/ we, offer to give you on lease the premises described here below for your

Branch.

- a) Lessor Name :
- b) i) Full address of the premises offered on lease:
ii) Floor
- c) 1.Address of Lessor :
- 2.Phone/Mobile No :
- d) Distance from the main road/ cross road :
- e) Whether there is direct access to the premises
From the main road :
- f) Nearest Branch of IDBI Bank and address :
and distance (in kms)

- g) Years of Construction :

- h) i) Carpet area in sq.ft. :
ii) Total Area in Sq Ft :

- i) Rent proposed (Monthly) :

- j) Rent (per Sq.ft) :

- k) Security Deposit :

- j) Lease Period : ----- Years

- l) Notice Period :

- m) Escalation in Rent (If any)

- n) Whether Furnished or Not :
Yes/ No

- o) If Furnished Item Details :

- p) Whether occupancy certificate is enclosed
(in case the building is new) :

- q) Boundaries East :
West :
North :
South :