

Date: -

Place: -

To,  
M/s. SBI Life Insurance Co. Ltd.  
Regional office Mumbai

I/ We ..... (Landlord Name), hereby agree to provide / permit the followings to SBI Life insurance co. Ltd.:

- (1) Permission to install two (2) MPLS antenna towers on the terrace (Approx. 15 feet high) for internet connectivity. Mandatory **Society NOC will be provided before the execution of the lease agreement.**
- (2) To provide two new toilets - One for ladies and one for gents - with new Jaquar commodes, Jaquar fittings, water storage tank, new tiles, exhaust fans and windows with glass louvers in both washrooms. A door for pantry and a pantry platform with a steel sink and tap (Jaquar fitting) will also be provided. *Note: All **Civil work in landlords' scope.***
- (3) To provide flooring tiles, panty tiles above the platform, ceiling with paint, windows, colouring of walls and window grills, painting of all window frames and cleaning of glasses. In the case of exterior glass façade of building, regular cleaning will be done. One openable grill /window/door for emergency exit need to be provided by landlord.
- (4) To provide separate dedicated earthing for the SBI Life office as per sbi Life standard.

**Standard Earthing parameters as below.**

- Phase-Neutral = 225 to 230 Volts.
  - Phase-Earth =225 to 230 Volts.
  - Neutral- Earth 0.1 to 2V Volts
- (5) To provide a separate commercial electricity meter with LCB/MCB for SBI Life.
  - (6) To provide electrical work up to the premises gala electrical panel.
  - (7) To provide electrical panel at premises gala (offered Gala to SBI Life)
  - (8) To Permit SBI Life two signage boards, one in front and one on the side frontage of the premises, both of 25 x5 feet, as well as two lollypop boards 5 x 5 feet. **Society NOC** will be provided landlord.
  - (9) To provide permission to SBI Life to do branding at entrance gate of gala and common passage outside of gala. **Society NOC** will be provided by landlord.
  - (10) Potable Drinking water (e.g., Bisleri) to be paid by SBI Life.
  - (11) BMC water charges /Society water charges (tap water / wash room water) to be paid by landlord

- (12) Building maintenance to be paid by landlord
- (13) Parking charges to be paid by landlord.
- (14) Property Tax and Municipal Tax to be paid by landlord.
- (15) **SBI life Shall pay only Rent and GST** (GST will be reimbursed by SBI Life after submission of an invoice along with GST R1 receipt on monthly basis)
- (16) Security deposit equivalent to three (3) month's rent will be paid by SBI life after execution of the lease agreement.
- (17) Lift maintenance charges, if any, will be paid by landlord.
- (18) To paint and whitewash the premises from inside and common area of floor used by SBI life after every 3 years.
- (19) **To allow 3 month's rent-free possession to SBI Life after execution of the lease agreement and completion of civil work for Interior work.**
- (20) To allow SBI Life's appointed interior contractor to carry out furniture work on site. Necessary NOC from the society will be provided before agreement.
- (21) To provide rolling shutters with proper paint at all entrances of the offered gala/ Premises.
- (22) To provide 35 -50 KVA electrical load with commercial electrical meter for the offered gala.
- (23) Premises insurance will be taken for the entire agreement period, and the insurance copy will be submitted to Sbi life within 1 month of agreement execution. In case of non-submission of insurance copy then SBI life will withhold rent until the insurance document is received at SBI Life.
- (24) To provide space for AC out door units and provide walk bay for AC maintenance.
- (25) The Lease deed execution charges will be initially paid by landlord. SBI Life will reimburse 50% of the stamp duty and registration charges. The full security deposit amount will be paid by SBI Life within 30 days from the date of submission of lease document. (SBI Life will require the original lease document or true copy for release of payment).
- (26) 50% of advocate charges (maximum up to 5,000/- only) will be reimbursed by SBI Life upon submission of the original advocate receipt.
- (27) To agree for SBI life's standard lease deed draft. (No changes or corrections shall be permitted in any clause of lease deed.)

(28)To Provide KYC documents and the last 3 years income Tax Returns (ITR) for vendor creation at the time of Lease deed execution

(29)The age of building shall not exceed 15 years

(30)Any other requirements of SBI Life Insurance Co. Ltd will be provided by me/us.

Signature:

Name of landlord/s:

Landlord Address:

Date: