



**BID PRO FORMA**

**FOR LEASE OF**

**45 ST MARGARETS WAY AND HIGH HILLS, BROTTON**

**Subject to Contract and Council approval**

**1. ANNUAL RENTAL OFFER**

All offers will be treated on the basis that the successful bidder will be responsible as applicable for all rent, repairs, maintenance, decoration, service charges, business rates, utility costs and all insurance costs from completion of a new lease.

The area available will be leased as a whole or in part

1.1 Please state your highest and best rental offer

Minimum term  (years)

Proposed dated for completion of the lease

1.2 Please advise if any conditions are to be attached to your offer:

a)

b)

c)

Expected contribution to Council Legal Fees

**2. TIMESCALE**

Please confirm the following:

Target date for exchange of contracts  weeks from receipt of draft documentation

Target date for submission of planning application (if applicable)  week(s)

**3. SECURITY, MAINTENANCE AND INSURANCE**

Upon exchange of contracts (if applicable) the Council will still be in occupation. The successful bidder will assume responsibility for these matters from completion of the lease.

**4. SOLICITORS**

Please provide details of the solicitors who will be acting on your behalf (if required):

Name of firm:

Address:

Contact Name:

Telephone Number:

E-mail Address:

**5. LIKELY FUNDING SOURCES FOR YOU PROJECT**

Please confirm what discussions you have undertaken to date with regard to costing and funding your project (Please add separate sheets if required)

**6. FURTHER INFORMATION**

Signed .....

Print name .....

Address .....

.....

.....

Date .....

E-mail: .....

Tel/Mob: .....

**7. ACCEPTANCE OF OFFERS**

**Redcar and Cleveland Borough Council does not bind itself to accept the highest or any offer that may be received for any or all of the area. All offers are made subject to contract and Council approval.**