

**LEASE AGREEMENT**

The Lease Agreement is made on this \_\_\_\_\_ day of February 2026 between Shri /Smt. \_\_\_\_\_, wife/Son of Shri. \_\_\_\_\_, residing at \_\_\_\_\_ and registered owner of premises located at \_\_\_\_\_(hereinafter referred to as the lessor which expression unless repugnant to the context shall include his heirs, executors, administrators, representatives, successors and assigns) of the **ONE PART**, (If the Lessor is a firm, company etc., the description should accordingly be changed).

AND

M/s Power Grid Corporation of India Limited, Eastern Region Transmission System-II, Kolkata (A Government of India Enterprise), a Company incorporated under the companies act, 1956, having its registered office at B-9, Qutab Institutional Area, Katwaria Sarai, New Delhi-110 016, represented through its General Manager (HR) at Kolkata (hereinafter referred to as "The Lessee" which expression unless repugnant to the context shall include its successors and assigns) of the **OTHER PART**.

WHEREAS, the Lessor is the absolute owner of the house / building bearing No. \_\_\_\_\_ situated at.....measuring about \_\_\_\_\_ sq.ft. (Carpet area) in the said building more fully described in the schedule hereto and the said house / building was vacant and ready for letting out.

And whereas the lessee is desirous of taking on lease of the said schedule of house / building under the terms and conditions mentioned below for and the said lessor has agreed to give on lease the said house under the said terms.

In consideration of the rent hereinafter reserved and all covenants and conditions hereinafter contained to be observed and performed on the part of the Lessee, the

Lessor does hereby transfer, demise by way of lease, having \_\_\_\_\_ sq ft for \_\_\_\_\_ situated at \_\_\_\_\_ the independent Building having facilities/utilities of \_\_\_\_\_ including Parking area, located at \_\_\_ of which the lessor is entitled in law, by way of ownership, to execute this Deed.

Together with appurtenant land/space, the rights to make use of entrances, passages and other easements belonging and pertaining to the said premises unto and to the use of the Lessee for a period of two years from \_\_\_\_ to \_\_ by paying a monthly rent of Rs. \_\_\_\_\_/- for \_\_\_\_\_ the first one year excluding electricity and water charges (if any) and a monthly rent of Rs. \_\_\_/- for \_\_\_\_\_ the second year excluding electricity and water charges (if any) to the lessor, inclusive of hire charges of fittings, equipment, fixtures etc., in the premises (as per annexure to this Deed), with interest free refundable advance of Rs. \_\_\_\_\_/- which shall be refunded at the time of vacation, subject to the following conditions:

1. The Lessee hereby covenants with the Lessor as follows:
  - a) That the Lessee shall pay to the Lessor the said monthly rent by DD/online transfer, on or before 15<sup>th</sup> day of each English calendar month;
  - b) That the Lessee shall use the demised premises for the commercial purpose for running of office and other auxiliary functions who shall pay the charges for consumption of electricity and water (if applicable), directly to the concerned authorities, as per bill received from time to time;
  - c) That the Lessee shall permit the Lessor and his authorized representatives, to enter upon the demised premises at all reasonable times for the purpose, either for inspection or for repair of the demised premises as and when necessary;
  - d) That Subject to the Lessor's covenants, the Lessee shall keep the interior of the demised premises in good order and condition (reasonable wear and tear and damages by fire, earthquake, flood, tempest, lightening, violence and any army or of a mob and other irresistible or inevitable force or accident expected), and attend to minor repairs such as fuses, leakage of water taps etc.,

- e) That the Lessee shall not erect on the demised premises any permanent structure without the written consent of the Lessor, provided that the Lessee may without the Lessor's consent, erect temporary partitions at its own cost.
- f) That the Lessee shall not sublet, assign or otherwise part with the possession of the demised premises without the consent of the Lessor.
- g) That the Lessee shall not terminate the lease during the initial lease tenure of 02 years. However, the lessee may terminate the lease during the renewed / extended period, if any, by serving two-months prior notice in writing of its intension to do so;
- h) That the Lessee shall deliver the demised premises to the Lessor on the expiration or earlier determination of the Lease together with the Lessor's fittings and fixtures, if any, in such conditions as is consistent with the covenants and conditions herein contained.

2. The Lessor hereby covenants with the Lessor as follows:

That the Lessor shall pay all the taxes, rates, licence fees, ground rent and charges of whatever character assessed, levied, charges imposed or payable to any lawful authority in respect of the demised premises and if the Lessor fails or neglects to pay the same, the Lessee may make such payments and deduct the same with interest at the rate of 12% per annum from the rent or otherwise recover it from the Lessor;

- a) That the Lessor shall effect all major repairs such as leakages in electricity, sanitary fittings, water pipes, cracks etc., at his own cost, immediately upon such defects are notified to him by the Lessee and if the Lessor fails or neglects to make such repairs, the Lessee may cause the same done and deduct the expenses of such repairs with interest at the rate of 12% per annum from the rent or otherwise recover it from the Lessor;
- b) That the Lessor shall carry out housekeeping of the property on a daily basis and shall undertake periodic as well as breakdown maintenance of all furniture, electrical, and electronic equipment provided in the rooms, dining area, and common areas immediately upon such defects being notified by the Lessee and if the Lessor fails or neglects to make such repairs, the Lessee may cause the same done and deduct the expenses of such repairs with interest at the rate of 12% per annum from the rent or otherwise recover it from the Lessor.
- c) That the Lessor shall arrange the whitewash, distemper, paint, polish the demised premises before occupation by the Lessee and thereafter once in two years during the

lease period or extended lease period at his own cost;

- d) That the Lessee shall peacefully and quietly hold and enjoy the demised premises during the lease period (s) without any interruption or disturbance by the Lessor or any person rightfully claiming under or in trust for him;
- e) That the Lessor represents and warrants that he is fully entitled to execute this lease deed and he will hold the Lessee free and harmless of any demands, actions or proceedings by others in respect of quiet possession of the demised premises.
- f) That the Lessor shall not terminate the lease during the initial lease tenure of 02 years. However, the lessor may terminate the lease during the renewed / extended period, if any, by serving two-months prior notice in writing of its intension to do so;

3. It is hereby mutually agreed as follows:

- a) That the Lessee shall be entitled to extend the lease for one more year on the same/mutually agreed terms and conditions, for which the Lessee shall give to the Lessor a notice in writing, not less than one month before the expiration of the terms hereby granted, and the Lessor shall grant extension for such further period from the date of expiration of the terms hereby granted;
- b) The Lessor, his authorized agents shall acknowledge and give valid and duly stamped receipt for each and every payment made by the Lessee, and such receipts shall be conclusive proof of such payment.

SCHEDULE OF THE PROPERTY

(Here enter the boundaries and other details of house / premise leased out).

In witness whereof the parties hereto have set their hands hereunto in full agreement of the terms and conditions set-forth herein above the day and year hereinbefore first mentioned.

**WITNESSESS:**

**Signature of the LESSOR**

1.

2.

**WITNESSESS:**

**Signature of the LESSEE**

**for and on behalf of POWERGRID**

1.

2.

