

ROYAL GOVERNMENT OF BHUTAN

NATIONAL PENSION & PROVIDENT FUND, THIMPHU

TENANCY AGREEMENT

THIS **TENANCY AGREEMENT** is executed at _____ on this _____
day of _____ 200_____

BETWEEN

The National Pension and Provident Fund, Thimphu, the owner of the housing unit No.____ hereinafter called the **NPPF/LESSOR** which expression shall, unless repugnant to the context or meaning hereof, mean and include its executors and legal representatives of the First Party

AND

Mr/Mrs _____ son / daughter of _____ bearing
ID No.

_____, PF A/c No. _____, resident of _____ hereinafter
called the **TENANT/LESSEE** which expression shall, unless repugnant to the context or
meaning hereof, mean and include his legal heirs and legal representatives of the Second
Party.

WHEREAS the National Pension and Provident Fund is the owner of the housing complex
consisting of various types of housing units.

AND WHEREAS the applicant shall be the tenant upon allotment of the housing units of
the NPPF.

NOW, THEREFORE, THIS DOCUMENT WITNESSES AS UNDER:

1. That the **NPPF** is willing to rent out the housing unit/shop/office as given in
Schedule A and the tenant is willing to take the housing unit No.____ at the
monthly rent of Nu. _____ with effect from _____.

2. That the tenant concerned shall pay the monthly rent directly to the designated branch of Bank of Bhutan Account No. _____ and Bhutan National Bank Account No. _____ by using the pre-printed/pre-numbered rent invoices supplied by the NPPF.
3. That the tenant shall pay the stipulated rent latest by 15th of the following month.
4. That in addition to the rent tenant shall pay utility charges to appropriate authorities.
5. That the tenant shall use housing unit/shop/office for the purpose of residence, shop and office respectively.
6. That the tenant shall not sublet the housing unit either rented out for accommodation/ office/ business.
7. That the tenant shall not keep any explosive or hazardous materials in the housing unit.
8. That the agreement shall be terminated automatically on 15th of the following month if the rent and other dues are kept in arrear for more than two months at any point of time.
9. That the NPPF shall mark a lien on the Provident Fund Balance of the members in lieu of the rental and damage security.
10. That the tenant shall pay a penalty of 3% per month on the rental dues if he fails to pay the rent on time.
11. That the agreement is entered into for a period of _____ years from the date of execution of the instrument.
12. That the tenant shall handover the housing unit to the NPPF with all fittings attached to this agreement as **Schedule A**.
13. Unless otherwise intimated to the tenants on the contrary, the rent of the housing units will be revised to a maximum of 3.33% per annum.
14. Unless otherwise intimated to the tenants on the contrary, the rent of the shops and offices will be revised as per the procedures set by the NPPF.
15. That the tenant concerned shall go through all the provisions of the National Pension and Provident Fund Housing Management Rules and Regulations before signing the agreement.
16. That both the NPPF and tenant shall abide by National Pension and Provident Fund Housing Management Rules and Regulations 2003.

IN WITNESS WHEREOF the parties have signed this document on the date first above written in presence of the following witnesses:

FIRST PARTY

Signature (affix legal stamp) :
Name :
Place :
Date :

SECOND PARTY

Signature (affix legal stamp) :
Name :
Citizen Card No. :
Provident Account No. :
Present Address :
Date :

Witnesses:

1. Signature (affix legal stamp) :
Name :
Citizen Card No. :
Present Address :
Date :

2. Signature (affix legal stamp) :
Name :
Citizen Card No. :
Present Address :
Date :

SCHEDULE A.

1. Description of the flat.

Flat no.....onfloor of.....building of the National Pension & Provident Fund Housing Complex consisting of plinth area ofsqft.

LIST OF INVENTORIES.

Sl. No	Details	Quantity
1	Light Points: a. Bulb b. Tube light	
2	Power point: a. 15 Amps S/s. b. 5 Amps S/s	
3	Calling Bell	
4	Brass bib cock (kitchen & latrine)	
5	C.P.Cock (wash basin & bathroom)	
6	Wash basin	
7	Kitchen sink	
8	Water closet a. Anglo Indian b. European type	
9	Window glass & frame	
10	Door with sliding bolt	
11	Flooring	
12	Fly proof wire-mesh on door & window	
13	Water meter	
14	Electricity meter	
15	Main switch (electrical)	
16	Distribution box (electrical)	
17	Electrical wiring complete	
18	Mirror.	

2. I, hereby undertake to handover the housing unit/shop/office as before with all the fixtures and other accessories as mentioned above.

Name of the Tenant

Legal
Stamp

DECLARATION

Ref: Housing Unit No. _____ of the NPPF Housing Complex, Thimphu.

Today, _____ on _____ the _____ day _____ month _____ year,
I, _____ son of _____ bearing ID Card
No. _____ have entered into **Tenancy Agreement** with the National Pension
& Provident Fund for the above flat for a period of _____ years.

I confirm that I have read and understood all the terms and conditions of the **Tenancy Agreement and National Pension and Provident Fund Housing Management Rules and Regulations 2003** and willingly undertake to abide by the same.

In the case of any irregularity on my part, the **Tenancy Agreement will become void and I undertake to vacate the flat within time stipulated in the National Pension and Provident Fund Housing Management Rules and Regulations 2003.**

In the case of failure to vacate the housing unit/shop/office, **the NPPF with the assistance of the Legal Authority can take appropriate action against me.**

Witnesses:

- 3. Signature (affix legal stamp) :
Name :
Citizen Card No. :
Present Address :

Date :

- 4. Signature (affix legal stamp) :
Name :
Citizen Card No. :
Present Address :

Date :