



Pune Zone

Bank of India Pune Zonal Office, 1162/6, Near Observatory, Ganeshkhind Road,
Shivajinagar, Pune- 411005

Tel: 25535455 / 403 / 408 Fax: 25531312 e-mail: Pune.CSD@bankofindia.co.in

ADVERTISEMENT

REQUIREMENT OF PREMISES FOR BRANCHES

Offers in two separate sealed covers containing technical details and financial details respectively are invited from interested parties, who are ready to lease their readily available premises at a prominent location and on **Ground Floor only and preferably on main road** with adequate parking facility. The details of center and carpet area required for premises are as under:-

Sr. No.	Name of centre	Taluka	District	Category	Approx. carpet area required
1	MAKHAMALABAD	NASIK	NASIK	METRO	1800 Sq. Ft.

The bidder to ensure in the "Technical Bid" to provide following:-

1. Attach photograph of offered premises.
2. Copy of Title Deeds, Work Completion certificate, Map and lay out of building with pillars.
3. Location map
4. To construct strong room/any other civil work as per requirement of Bank within stipulated period at their own cost.
5. To arrange 3 phase electric connection on their own cost.

The cover containing technical details should be marked **Envelope No.1** and superscribed with '**TECHNICAL BID**' and the cover containing financial details should be marked **Envelope No.2** and superscribed with '**FINANCIAL BID**'. Both these covers duly sealed should be put in a **3rd cover** superscribed with, '**Offer of Premises on lease basis for Bank of India at MAKHAMALABAD Dist. NASIK (Location)**' and it should also bear the name and address / phone no. of the offeror. The **3rd cover** duly sealed should be addressed to **The Zonal Manager, Bank of India, Pune Zone** at the above address and submitted as detailed hereunder.

The offer as above should be submitted in Bank's prescribed format only, which can be downloaded from bank's website or may be obtained from Bank of India, Pune Zonal Office, 1162/6, Ganeshkhind Road, Near Observatory, Pune-411005 Tel. Nos. 25535455/403/4087 & also from our Makhmalabad branch between 10.30 a.m. to 5.00 p.m. (on working days) from **05-08-2020 to 17.08.2020**.

The sealed offers will be received at above address by our Corporate Services Department between 10.30 a.m. to 5.00 p.m. (on working days). **The last date for submission of tenders is 17th August 2020 up to 5.00 p.m.**

The technical bids will be opened in our office at the above address on 18th August 2020 at 4.00 p.m. All the bidders are requested to remain present for opening of the technical bids. The shortlisted bidders on opening of technical bids and after inspection of premises, shall have to deposit Earnest Money (Refundable) of Rs. 20,000/- by means of Demand Draft/Pay Order only favouring "**BANK OF INDIA**", to qualify for opening of financial bid. The Bank may forfeit the earnest money of the lowest bidder, if the bidder withdraws from the bid. The Bank reserves the right to accept/ reject any/ all offers without assigning any reason whatsoever. **No Brokerage will be paid by the Bank.**

ZONAL MANAGER
PUNE ZONE

Bank of India Pune Zonal Office, 1162/6, Near Observatory,
Ganeshkhind Road, Shivajinagar, Pune- 411005
Tel: 25535455 / 403 / 408 Fax: 25531312 e-mail: Pune.CSD@bankofindia.co.in

Ref.No.PZO/A&S/PDL/2020-21/97

05.08.2020

To,

Dear Sir,

**Requirement of Premises for shifting of
our Makhamalabad Branch**

1. Please refer to our newspaper advertisement in Times of India and Maharashtra Times of 05-08-2020 regarding above referred matter.
2. You are requested to submit your offer in enclosed quotation forms in two separate sealed covers. Please ensure to submit the same to our Office on or before 17th August 2020 up to 5.00 p.m.
3. While filling the quotation forms, please ensure to follow below mentioned instructions:
 - a) Fill up all the information asked for, in the enclosed form itself.
 - b) Do not quote rate anywhere in part I of the form.
 - c) In case you desire to stipulate any term and condition, the same should be mentioned in part I separately
 - d) Each part should be kept in a separate cover and the cover containing technical details should be marked 'Envelope No.1' and superscribed with 'TECHNICAL BID' and the cover containing financial details should be marked 'Envelope No.2' and super scribed with 'FINANCIAL BID'. Both these covers duly sealed should be put in a 3rd cover super scribed with "**Offer of Premises for Bank of India Branch at Makhamalabad Dist. Nasik (Location)**" and it should also bear the Name, Address and Telephone No. of the offeror. The 3rd cover duly sealed should be addressed to the Zonal Manager, Pune Zonal Office and submitted before the last date mentioned above and should indicate offer of premises on lease basis on the top of the cover.
4. Please note that Quotation submitted in any other format/paper will not be entertained, by the Bank and such offers will be liable for rejection. **Bank reserves the right to accept any offer and reject any/all offers without assigning any reason thereof. No brokerage will be paid by the Bank.**

Thanking You,

Yours faithfully,

(S V Kulkarni)
DY. ZONAL MANAGER

PART – I (TECHNICAL BID)

The Zonal Manager,
Bank of India,
Pune Zone.

Dear Sir,

The details of premises, which I/We offer to lease to the bank are as under:

- 1) Name of Owner/s :
- 2) Share of each owner, if any, under joint ownership
- 3) Location:
 - a) Name of the building
 - b) Number and Street
 - c) Ward/Area
- 4) Building:
 - a) Type of Building (Residential/Commercial/Industrial/Mixed) :
 - b) Type of Construction (Load bearing/RCC/Framed structure) :
 - c) Clear floor height from floor to ceiling :
 - d) Carpet Area offered to Bank (in sq.ft.)

Ground Floor	:	_____
Total Area	:	_____
- e) Specification of Construction
 - 1) Floor
 - 2) Roof
 - 3) Walls
 - 4) Doors & Windows
 - 5) Are M.S. Grills provided to Windows? Yes/No

: 2 :

- | | |
|--|--------|
| f) Running Water facility available | Yes/No |
| g) Sanitary facilities available | Yes/No |
| h) Electrical supply with separate meter available | Yes/No |
| i) Parking facility | Yes/No |

I/We, agree to execute Lease Deed in Bank's standard format or any other format acceptable to the Bank.

I/We, also agree as under:-

1. Construction of Strong Room/any other civil work such as ladies and gents toilet, pantry, e-lobby etc as per requirement of the bank at our cost and after obtaining necessary permissions from concerned authorities;
2. To arrange 3 phase electric connection with sanctioned load of 15 KW or as per requirement of bank to the premises.
3. If our premises is shortlisted on opening of technical bids and after inspection of premises, we agree to deposit Earnest Money (Refundable) of Rs. 20,000/- by means of Demand Draft/Pay Order favouring "Bank of India" to qualify for opening financial bid. We also agree that Bank may forfeit the said Earnest Money Deposit, if we withdraw from the bid on selection as lowest bidder.

My/our offer will be valid for next six months from the date of offer.

Place :
Date :

Signature of the owner / s

Name:
Address:

Telephone No.:
Mobile . No.
Email address:

Encl: Plan of premises, Copy of O.C., permissions, NOCs etc., from the concerned authorities with details as given below.

PART – II (FINANCIAL BID)

The Zonal Manager,
Bank of India,
Pune Zone.

Dear Sir,

I / We offer to lease my / our premises located at _____
_____ (other details of which are
given in Part –I) at following rate:-

Type of Floor (Ground / First etc)	Carpet Area In Sq.ft.	Rate Per Sq.ft. (Rs.)	Total Rent p.m. (Rs.)

I / We agree to :

- i) Execute Lease Deed in Bank's Standard Format : YES / NO
- ii) Bear the cost of execution and registration of Lease Deed : YES / NO
- iii) Bear all the taxes and cesses related to the premises : YES / NO
- iv) To lease the premises in favour of bank for _____ years with options of _____ years each with % of increase in rent at each option.

Do you require loan for construction of premises/building : YES / NO

If yes, then: Estimated cost of construction : Rs. _____

Loan amount required : Rs. _____

Any other terms and conditions (please specify):

My / Our offer will be valid for next six months from the date of offer.

Place :

Signature of the owner/s

Date :

Name: _____

Address: _____

Telephone No. _____

Mobile No. _____