

Address: Zonal Office Nagpur Zone
3rd floor CSD Bank of India Building S V
Patel Marg, Nagpur-440001
0712 2544884/7987202989/9860051005

E-mail: Nagpur.Admin@bankofindia.co.in

पता : आंचलिक कार्यालय, नागपुर अंचल
तिसरी मंजिल, सीएसडी, बैंक ऑफ़ इंडिया बिल्डिंग
एस वी पटेल मार्ग, नागपुर 440001 -
0712 2544884/7987202989/9860051005

Date:

सड़क अर्जुनी, जिला-गोंदिया में शाखा खोलने के लिए नये परिसर की आवश्यकता
REQUIREMENT OF NEW PREMISES FOR OPENING OF BRANCH AT
SADAK ARJUNI, DIST. GONDIA

Offers in two separate sealed covers containing technical details and financial details respectively are invited from interested parties, who are ready to lease out their premises (readily available or will be available within three months from the date of opening financial bid) on lease basis (minimum 15 years).

The carpet area of premises should be 1000 sq. ft. or above. The cover containing technical details should be marked **Envelope No.1** and super scribed 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- Sadak Arjuni, District Gondia' 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 Nagpur Zone at the above address and submitted as detailed hereunder.**

The offer as above should be submitted in Bank's prescribed format only, which may be obtained from Bank of India Nagpur Zonal Office, Corporate Service / General Operation Department.

The sealed offers Submitted at Bank of India, Nagpur Zonal Office up to 5.00 P.M. up to 26.06.2025. The Tenders (Technical Bids) will be opened at Nagpur Zonal Office Corporate Service / General Operation Department in presence of the tenderers who desire to be present. Premises will be finalized based on Techno- Commercial evaluation. Technical Parameters will be given weightage of 70 % and Financial Offers will be given weightage of 30 %. The price bids of only those bidders who qualify technically by obtaining a minimum qualifying mark of 50% in their technical evaluation, will be opened on a date to be decided with prior intimation to the technically qualified bidders. Most suitable offer i.e. the premises getting highest score (H-1) based on Techno-Commercial evaluation will be selected for finalization.

The Bank reserves the right to accept /reject any / all offers without assigning any reason whatsoever.

No Brokerage will be paid by the Bank. No broker should apply

THOSE OWNERS WHO DON'T HAVE OCCUPANCY CERTIFICATE OF THE OFFERED PREMISES NEED NOT APPLY

Deputy Zonal Manager
Nagpur Zone

Terms & Conditions:

- i) Offered premises should be located on a main road and should have unrestricted visibility from main road and nearby shops /offices.
- ii) Parking facility should be available in the premises or near the premises.
- iii) Clear Floor to ceiling height of the offered premises should be not less than 9 feet.
- iv) Lease period should be minimum 15 years.
- v) Increase in rent after 5 years will be 10-15%
- vi) Only owner should apply in the tender, property shall be in his/her name.
- vii) Apply only in Bank's format. If bid submitted in another format, it will not be considered and rejected.
- viii) All pages should be signed by the bidder.
- ix) Conditional offer shall be rejected.
- x) Offer by Post tender shall not be considered.
- xi) The offered premises should have clear and marketable title free from encumbrance and permission to use for commercial purpose.
- xii) Definition of Carpet Area: The carpet area would mean the usable carpet area based on net finished wall to wall measurements.
- xiii) Lease deed shall be executed in Bank's standard format as per Annexure-1.
- xiv) Cost of execution and registration of lease deed will bear equally by the land lord and Bank (50:50)
- xv) Property tax, Society Charges, Maintenance charges, water charges etc shall be paid by the landlord only.
- xvi) Electricity Bill will be paid by the Bank.
- xvii) Copy of title deeds and Map layout of premises to be enclosed
- xviii) Land lord to construct strong room, toilet (ladies/Gents), pantry, ATM/E-Gallery, vitrified floor tiles, internal / external paintings / any other civil work as per requirement of Bank within stipulated period at their own cost.
- xix) Owner to provide sufficient space on the roof/ terrace of the building for installation of V-Sat/ Radio frequency tower/ Solar Panel etc as per requirement of Bank at their cost.
- xx) Owner to provide suitable space for installation of Generator set at his / her their cost if so required
- xxi) Owner to arrange 3 phase electric connection with required power load at their cost.
- xxii) All the information asked for should be, in the enclosed form itself
- xxiii) **Do not quote rate anywhere in part I of the form**
- xxiv) Should have regular water connection/supply and dedicated water storage facility
- xxv) Carpet Area of the premises should be 1000 sq.ft. or above
- xxvi) The premises should preferably be on Ground Floor. If the premises is spread over ground and first floor / mezzanine / basement minimum 1300 sq.ft should be on the ground floor.
- xxvii) The rate quoted for the ground floor, will be the basis of comparison for deciding successful bidder.
- xxviii) If the premises is spread on two floors (ground and 1st /mezzanine), rate quoted for 1st floor /mezzanine will be considered maximum 75% of the rate quoted for

the ground floor or the actual quote for the first floor/mezzanine whichever is less, for payment of rent

- xxix) While submitting tender, the bidder has to deposit Earnest Money Deposit (Refundable) of Rs.10,000/- by means of Demand Draft /Pay Order favoring "Bank of India" payable to Nagpur along with Technical Bid failing which tender will not be processed further. Bank may forfeit the said Earnest Money Deposit, if the bidder withdraws from the bid at any stage before or after selection as lowest / successful bidder. EMD of unsuccessful bidders will be refunded without any interest after the premises is finalized. EMD of the successful bidder will be refunded after execution of the Lease Deed / Leave & License Agreement.
- xxx) Only the owner of the offered premises or person duly authorized by a valid letter of authority by the owner will be allowed to accompany the inspection team or for any discussion.
- xxxi) Ramp should be made available at the entrance to access the Branch / e-gallery

PART-1
(TECHNICAL BID)

परिसर की मूलभूत जानकारी / Basic information of the premises:

परिसर का विवरण, जिसे मैं/हम बैंक को पट्टे पर देने का प्रस्ताव करते हैं, निम्नानुसार है:

The details of premises, which I/we offer to lease out to the Bank are as under:

- 1) मालिक/मालिकों का नाम
Name of owner/s: -
- 2) संयुक्त स्वामित्व के अंतर्गत
प्रत्येक स्वामी का हिस्सा, यदि कोई हो
Share of each owner if any under joint ownership
- 3) स्थान / Location
 - a. इमारत का नाम / Name of the bldg.: -
 - b. नंबर और सड़क / Number and street: -
 - c. वर्ड/ क्षेत्र Ward/Area: -
- 4) भवन / Building:
 - a. भवन का प्रकार / Type of building: -
(Residential/Commercial/ Industrial/Mixed)
 - b. संरचना का प्रकार / Type of construction: -
(Load bearing/RCC/framed structure)
 - c. फर्श से छत तक उचाई Clear floor height from floor to ceiling. :-
 - d. बैंक को दी गई कार्पेट एरिया Rentable Carpet area offered to Bank. :-
 - i. भूतल / At ground floor :-
 - ii. प्रथम तल / At first floor :-
 - e. Specification of construction:
 - 1) Floor
 - 2) Roof
 - 3) Walls
 - 4) Doors and windows
 - 5) Are M.S. grills provided to windows? Yes/No
 - f. पानी की सुविधा उपलब्ध / Running water facility available. Yes/No
 - g. स्वच्छता सुविधाएँ उपलब्ध Sanitary facilities available Yes/No
 - h. विद्युत आपूर्ति 3 चरण अलग मिटर के साथ उपलब्ध है
Electrical supply with separate meter available Yes/No
 - i. पार्किंग की सुविधा Parking facility: Yes/No

j. औरतों के लिए अलग स्वच्छता गृह Separate toilet for ladies

Yes/No

k. भवन / परिसर का अधिभोग प्रमाण पत्र

Occupancy Certificate of the building / premises

Yes/No

मैं/हम यहां पहले उल्लिखित नियमों और शर्तों से सहमत हूं/हैं और बैंक के मानक प्रारूप में लीज डीड निष्पादित करने के लिए सहमत हूं/हैं।

I/We agree to the terms and conditions mentioned here-in- before and to execute Lease Deed in Bank's standard format.

मेरा/हमारा प्रस्ताव प्रस्ताव की तारीख से अगले छह महीने के लिए वैध होगा

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

जगह / Place:

हस्ताक्षर/ Signature of the offeror

दिनांक / Date:

Name: -----

Address:

Mobile No:

Encls:

1. Owner ship Documents (Title Deed)

2. Plan of premises.

3. Photo of premises

PART-2 - (FINANCIAL BID)

Nagpur Zone

E-mail: Nagpur.Admin@bankofindia.co.in

Date:

सड़क अर्जुनी, जिला-गोंदिया में शाखा खोलने के लिए नये परिसर की आवश्यकता
REQUIREMENT OF NEW PREMISES FOR OPENING OF BRANCH AT
SADAK ARJUNI, DIST. GONDIA

आंचलिक प्रबंधक / The Zonal Manager
बैंक ऑफ़ इंडिया / Bank of India
विदर्भ अंचल / Nagpur Zone

प्रिय महोदय / Dear Sir,

मैं/ हमारे परिसर को पते पर देने का प्रस्ताव निम्नलिखित दर पर करता हूँ जो _____
_____ में स्थित है (जिसका अन्य विवरण भाग -1 में दिया गया है)

I/we offer to lease our premises located at-----
(Other details of which are given in part I) at following rate:

	Carpet Area in Sq. Ft.	Rate (Rs. Per Sq.ft)	Total rent p.m. in Rs.
भूतल / Ground floor			
प्रथम तल / First floor			
कुल / total			
जीएसटी / GST (if any)			
अंतिम राशि /final amount			

I/We agree to all the terms and conditions mentioned in the Part-1 (Technical Bid).

GST as applicable will be paid extra

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

Place:

Signature of the offeror

Date:

Name:

Address/ Mob: