

TENDER

Tender document for Taking premises of 1000 sq.ft on lease (Rural)

WEBSITE ADVERTISEMENT REQUIREMENT OF ALTERNATE/NEW READY PREMISES FOR DHEDHEMAU BRANCH

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 at Dhedhemau, on the **ground floor** and in a building having OCCUPATION CERTIFICATE.

The approximate carpet area of premises should be 1000 Sq. ft **carpet area** on the ground floor. 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 Alternate Premises/New Branch for "BANK OF INDIA, DHEDHEMAU BRANCH"**' 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, Lucknow 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, Zonal Office, Star House, 1-Vibhuti Khand, Lucknow-226010* between 10.00 a.m. to 5.00 p.m. (on working days) and (on 1st, 3rd & 5th Saturday) or can be downloaded from Bank's website from **09-02-2024 to 17-02-2024**. The sealed offers necessarily should be dropped in Tender Box in Zonal Office between 10.00 a.m. to 5.00 p.m. (on other working days and on 1st, 3rd & 5th Saturday) **upto 17-02-2024 (last date) upto 5.00 pm**. The Tenders (Technical Bids) will be opened on **19-02-2024 (tentative) at 03.00 p.m.** at Zonal Office, Bank of India, 1-Vibhuti Khand, Lucknow-226010. 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 OCCUPATION CERTIFICATE NEED NOT APPLY

These tenders can be obtained from / : Corporate Service Department, Bank Of India, Zonal Office, Star House, 1-Vibhuti Khand, Lucknow-226010,

Tele: [TEL:0522-2306039](tel:0522-2306039)

S/d
DY. ZONAL MANAGER
Lucknow ZONE

LUCKNOW ZONE

Ref.No.ZO/CSD/AZ/2023-24/126

Dt. 09/02/2024

To,
The Bidders/ Offerors

Dear Sir,

**Requirement of ALTERNATE/NEW Premises for
Bank of India, -Dhedhemau Branch.**

- 1) Please refer to our Notice dated 09.02.2024 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 at Lucknow Zonal Office, Star House 1-Vibhuti Khand, Lucknow on or before 17-02-2024, **up to 05.00 p.m.**
- 3) While filling the tender/quotation forms, please ensure to follow below-mentioned instructions:
 - i) Lease period should be minimum 15 years.
 - ii) Increase in rent after 5 years, not more than 15%.
 - iii) No broker should apply.
 - iv) Only owner should apply in the tender, property shall be in his/her name.
 - v) Apply only in Bank's format. If bid submitted in another format, it will not be considered.
 - vi) All pages should be signed by the bidder.
 - vii) Conditional offer shall be rejected.
 - viii) Offer by Post shall not be considered.
 - ix) The offered building should have clear and marketable title free from encumbrance and permission to use for commercial purpose from competent authority.
 - x) Definition of Carpet Area: The carpet area would mean the usable carpet area based on net finished wall to wall measurements.
 - xi) Lease deed shall be executed in Bank's standard format.
 - xii) Property tax, Society Charges, Maintenance charges, Water charges etc shall be paid by the landlord only.
 - xiii) GST will be paid by the Bank.
 - xiv) Electricity Bill will be paid by the Bank.
 - xv) Copy of title deeds and Map layout of premises to be enclosed
 - xvi) To construct strong room, toilet (ladies/Gents), pantry ATM/E-Gallery vitrified floor tiles/ any other civil work as per requirement at Bank within stipulated period at their own cost.
 - xvii) Standard format for lease deed is enclosed with the tender.
 - xviii) To provide sufficient space on the roof/ terrace of the building for installation of V-Sat/ Radio frequency tower etc. as per requirement of Bank at their cost.
 - xix) To provide suitable space for installation of Generator set at their cost.

- xx) To arrange 3 phase electric connection with required power load on their own cost.
 - xxi) Fill up all the information asked for, in the enclosed form itself.
 - xxii) Do not quote rate anywhere in part-I of the form.
 - xxiii) Should have regular water connection/supply and dedicated water storage facility.
 - xxiv) Each part should be kept in a separate cover and 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 Alternate Premises for BANK OF INDIA DHEDHEMAU BRANCH**' and it should also bear the Name, Address and Telephone No. of the offeror. The '**3rd Envelope**' duly sealed should be addressed to the Zonal Manager, Corporate Service Department, Bank Of India, 1-Vibhuti Khand, Lucknow Zonal Office and submitted before the last date mentioned above and should indicate offer of premises on outright sale basis on the top of the cover. Technical bids will be opened on **19-02-2024 at 03.00 p.m.** (Tentative) at above mentioned address. **TENDERS SUBMITTED WITHOUT OC WILL NOT BE CONSIDERED AND WILL BE DISQUALIFIED.**
 - xxv) Area required 1000 Sq ft (as per requirement).
 - xxvi) The premises should preferably be in Ground Floor.
 - xxvii) The rate quoted for the ground floors, will be the basis of comparison for deciding L-1
 - xxviii) **Owner should offer only ready built premises. If owner offers land area his/her application will be rejected.**
 - xxix) **Offered premises should be converted into commercial use. If the premises offered by the landlord has not been transferred for commercial use, then landlord will have to get it transferred for commercial use within one month (if the offered premises is selected).**
- 4) Please note that Quotation submitted in 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. No brokerage will be paid by the**

Thanking You,

Yours faithfully,

S/d
Dy. Zonal Manager



Lucknow Zone

PART – I (TECHNICAL BID)

The Zonal Manager,
Bank of India,
Lucknow 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

i) At ground floor: _____

Total Area: _____

e) Water facility available:

Yes/No

f) Sanitary facilities available: Yes/No

g) Electrical supply 3 phase with separate meter

available: Yes/No

h) Parking facility: Yes/No

i) Occupancy Certificate obtained from Local Municipal Corporation/ Gram Panchayat: Yes/No

I/We, agree to execute Lease Deed in Bank's standard format
My/our offer will be valid for next six months from the date of offer.

Signature of the offeror / s

Place:

NAME:

Date:

ADDRESS:

Telephone no.

Mobile. No:

Email ID:

[SUBMISSION OF OCCUPATION CERTIFICATE COPY IS MANDATORY]

Compulsory Encl: 1] Ownership Document (copy of title deeds)

2] Plan of premises,

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Lucknow Zone

PART – II (FINANCIAL BID)

The Zonal Manager,
Bank of India,
Lucknow 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	Carpet Area (in sq. ft.)	Rate (Rs. Per sq. ft.)	Total Rent (Rs. Per month)
Ground Floor			
Total			
GST(If Applicable) (To be paid by Bank)			
Final Amount (Including GST)			
Panchayat or Any other taxes (If any) (To be paid by Landlord)			

I / We agree to:

- Execute Lease Deed in Bank's Standard Format
- Bear the cost of execution and registration of Lease Deed (50:50).
- GST on Lease Rent to be borne by bank.
- Construct Strong Room, ATM, E-gallery as per RBI/ Bank's Standardized requirement and cost will be borne by Landlord.
- To lease the premises in favour of bank for minimum 15 years with 15% of increase in rent at each five years. To lease premises in favour of Bank for _____ Years.

My / Our offer will be valid for next 6 months from the date of offer.

Place:
Date:
Mobile:

Signature of the offeror /s

Name

