



NAVI MUMBAI ZONE

MDI Building, Sector 11, Plot No.30, CBD Belapur, NAVI MUMBAI – 400 614

Tel: 2756 4910 / 12 / 13 e-mail: ZO.NaviMumbai@bankofindia.co.in

Ref No: NMZO: A&S:AD: 2022-23:

Date: 07.02.2023

REQUIREMENT OF PREMISES FOR SHIFTING OF EXISTING AIROLI BRANCH

*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 readily available commercial premises located at **AIROLI** on long term lease basis, preferably for about 15 years or more. The **carpet area** of the commercial premises should be approximately **1800 to 2200 sq. ft. (+ / - 10%) with parking facilities on Ground Floor only. The Premises must be located within 2 Kms. Of existing AIROLI Branch Premises of Bank of India.***

*The covers, containing technical details should be marked **Envelope No.1 and superscripted with "TECHNICAL BID"** and the cover containing financial details should be marked **Envelope No.2 and superscripted with "FINANCIAL BID"**. **Both these covers duly sealed, should be put in a 3rd cover superscripted with, "Offer of Premises for Bank of India AIROLI Branch** and all covers should 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, Zonal Office, Navi Mumbai Zone, MDI Building, sector-11, Plot No-30, CBD Belapur, Navi Mumbai-400614. **The bidders should write their name, address, telephone & e-mail ids on the 3rd cover for our communication purpose. Electronic communication from Bank shall be treated as valid communication.***

*The offer as above should be submitted in Bank's prescribed format only, which may also be obtained from the Chief Manager, Bank of India, Zonal Office, A&S Dept. Navi Mumbai Zone, MDI Building, sector-11, Plot No-30, CBD Belapur, Navi Mumbai-400614 - Tel. Nos. 27564128 between **10.30 a.m. to 3.30 p.m. on Monday to Saturday or (only on working days) up to 21.02.2024.** The prescribed format may also be downloaded from our Bank's website. **Technical Bid will be opened on 3.30 p.m. on 22.02.2024.***

*The sealed offers will be received at Bank of India, Zonal Office, A&S Dept. Bank of India, Zonal Office, Navi Mumbai Zone, MDI Building, sector-11, Plot No-30, CBD Belapur, Navi Mumbai-400614 between **10.30 a.m. to 3.00 p.m. on Monday to Saturday or (only on working days) up to 22.02.2024.** Bidders have to deposit a sum of Rs. 15,000/-(Refundable) in the form of pay order or Demand Draft in favor of Bank along with Envelope No.3 separately. However, the deposit of L1 bidder will be refunded after the successful possession of the said premises. The Bank reserves the right to accept / reject, any / all offers without assigning any reason whatsoever. Please note that **the offers are to be submitted by the owners of the property only. No Brokerage will be paid by the Bank.***

**ZONAL MANAGER
NAVI MUMBAI ZONE**

QUOTATION FORM, PART I (TECHNICAL BID)

The Zonal Manager,
Bank of India, Navi Mumbai Zone

Dear Sir,

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

Description	Details
1. Name of Owner/s	
2. Share of each owner if any, Under joint ownership.	
3. Location :	<u>Note: The Premises must be located within 2 Kms. Of existing AIROLI Branch Premises of Bank of India.</u>
a. Name of the bldg.	
b. Number and street.	
c. Ward/Area	
d. Distance from existing Airoli Branch premises of Bank of India	
4. Building:	
a) Type of Building: (Residential /Commercial / Industrial / Mixed)	
Type of construction: (Load bearing / RCC / framed structure)	
b) Clear floor height from floor to ceiling.	
c) Rentable Carpet area offered to Bank:	
i. At Basement	NOT APPLICABLE sq.ft
ii. At Ground floor.	sq.ft
iii. At first Floor.	sq. ft.
iv. At second Floor	NOT APPLICABLE sq.ft
v. Any other floor (Pls. Specify)	NOT APPLICABLE sq.ft
Total Carpet Area	sq.ft
e. Specification of Construction.	
1. Floor	
2. Roof.	
3. Walls	
4. Doors & windows.	
5. Are M.S.grills provided to Windows	(Yes/No)
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)
j. Govt. Road Access	_____ft
k. Whether there is any basement below the ground floor offered to Bank	Not Applicable
l. Whether all Govt/Govt Dept. approvals, OC,CC etc., is obtained	Yes/No

I / We agree to execute Lease Deed in Bank's standard format. I/We shall agree to build strong room at our cost as per Bank's specifications. My / Our offer will be valid for next six months from the date of offer.

Place:

Date:

Signature of the offeror.

Name :

Address:

Tel. No:

Email Id:

Encl: 1) A copy of the Approved Plan/Title Deed of Premises.

2) Proof of ownership of the property

QUOTATION FORM
PART II (FINANCIAL BID)

The Zonal Manager,
Bank of India,
Navi Mumbai Zone.

Dear Sir,

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 per sq.ft. p.m. (Rs.)	Total rent (Rs.)
Basement	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
Ground Floor	_____	_____	_____
First Floor	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
Second Floor	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
Any other Floor	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
Total:	_____		

I/We agree to:

- i) Execute & comply all terms of Lease Deed in Bank's Standard Format.
- ii) Bear all the taxes and cesses related to the premises.
- iii) Bear the cost of execution and registration of Lease Deed.
- iv) To lease the premises in favour of Bank for ____ years with ____ options of ____ years each after initial ____ years with ____% increase in rent at each option. (Lease : Minimum 15 years or more Lease)
- v) Submit the Occupancy Certificate issued by the Competent Authority before execution of Lease Deed

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

Place :

Date :

Signature of the offeror.

Name :

Address:

Tel.No:

E-Mail Id: