

AHMEDABAD ZONE

**BANK OF INDIA BOI BUILDING, PREMISES DEPARTMENT, 5TH FLOOR, BOI BUILDING
BHADRA, AHMEDABAD**

TEL:079-66122 555, PREMISES DEPARTMENT

Email:Ahmedabad.Premises@bankofindia.co.in

**WEBSITE ADVERTISEMENT REQUIREMENT OF ALTERNATE/NEW PREMISES FOR
VADAJ ROAD 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 Vadaj Road, (**preferably on the ground floor**) and in a building having OCCUPATION CERTIFICATE.

The details of center and carpet area required for premises are as under: -

| S.No | Name of location | Taluka | District | Category | Approx. carpet area Required |
|------|------------------|-----------|-----------|----------|------------------------------|
| 1 | Vadaj Road | Ahmedabad | Ahmedabad | Metro | 2500 sq. ft. |

The approximate carpet area of premises should be **2500 sq.ft. (Preferably on Ground Floor)** Incase no technically suitable premises are available on ground floor bank may consider premises on other floors also, as per banks suitability. The decision of bank will be final.

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, Vadaj Road 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, Ahmedabad Zone, Premises Department**, at the above address and submitted as detailed hereunder.

The Zonal Manager, Bank of India, Ahmedabad Zone Premises Department, 5th Floor, BOI Building, Bhadra Ahmedabad

The offer as above should be submitted in Bank's prescribed format only, which may be obtained from **Bank of India, Zonal Office, Ahmedabad Zone Premises Department, 5th Floor, BOI Building, Bhadra Ahmedabad** 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 **08-04-2024**. 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 Saturday) upto **24-04-2024 (last date) upto 5.00 pm**. The Tenders (Technical Bids) will be opened on **25-04-2024 (tentatively) at 03.30 p.m.** at Premises Department, Ahmedabad Zonal Office.

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

The bidders have to deposit Tender Fees (Non-Refundable) of **Rs.1000/-** by means of **Demand Draft/Pay Order** only favoring "**BANK OF INDIA**", along with **Technical Bid**.

THOSE OWNERS WHO DON'T HAVE OCCUPATION CERTIFICATE NEED NOT APPLY

In case of any query, kindly contact on 079-66122 555.

**ZONAL MANAGER
AHMEDABAD ZONE**

Ref.No.----/

Dt. ---/---/----

To,

Dear Sir,

**Requirement of ALTERNATE/NEW Premises for
Bank of India, Vadaj Road Branch.**

Please refer to our newspaper advertisement dated 08-04-2024 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 Bank Of India, Ahmedabad, Zone on or before **24-04-2024 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 10 years.
- ii) Increase in rent after 5 years 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 and rejected.
- 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.
- 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) Land lord 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 can be obtained from, Premises department, Ahmedabad Zonal Office.
- 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 Vadaj Road 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, *Bank of India, Zonal Office, Ahmedabad Zone Premises Department, 5th Floor, BOI Building, Bhadra Ahmedabad* and submitted before the last date. Technical bids will be opened on **25-04-2024** (Tentatively) **at 3.30 p.m.** at abovementioned address. **TENDERS SUBMITTED WITHOUT OC WILL NOT BE CONSIDERED AND WILL BE DISQUALIFIED.**
- xxv) Area required is approx. 2500 Sq ft (as per requirement)
- xxvi) **The premises should preferably be in Ground Floor. Incase no technically suitable premises are available on ground floor bank may consider premises on other floors also, as per banks suitability. The decision of bank will be final.**

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 Bank.**

Thanking You,

Yours faithfully,

Zonal Manager

PART – I (TECHNICAL BID)

The Zonal Manager,
Bank of India,
Ahmedabad 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,**

X-----X-----X-----X-----X-----X

The Zonal Manager,
Bank of India,
Ahmedabad 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 | | | |
| First | | | |
| 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

- ii) Bear the cost of execution and registration of Lease Deed (50:50).
- i) GST on Lease Rent to be borne by bank.
- ii) Construct Strong Room,ATM, E-gallery as per RBI / Bank's Standardized requirement and cost will be borne by landlord.
- iii) To lease the premises in favour of bank for minimum 10_years with 15% of increase in rent at each five years.

To lease the 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: