



Requirement of ALTERNATE Premises for Bank of India, NAUGARH Branch

Bank of India invites offers for Alternate premises on lease basis. Detailed notification is available on our websites www.bankofindia.co.in. Last date of submission of application is 16-07-2022 05:00 P.M. Any corrigendum/ addendum/ notification will be published in the same web site only.

(ZONAL MANAGER)

GORAKHPUR Zone

COPY OF TENDER

Tender document for Taking premises of 1000 TO 1100 sq.ft carpet area on lease

REQUIREMENT OF ALTERNATE PREMISES WEBSITE ADVERTISEMENT FOR NAUGARH BRANCH

1. 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 NAUGARH, on the ground floor and in a building having OCCUPATION CERTIFICATE. The Cost of tender document is Rs. 500/- (non- refundable) which should be paid by means of DD/Pay order drawn in favour of Bank of India Payable at Gorakhpur. Bids not accompanied with cost of Tender document would be summarily rejected. Finally selected premises have to submit a DD/Pay order of Rs. 10000/- (refundable) drawn in favour of Bank of India Payable at Gorakhpur.

The approximate carpet area of premises should be 1000-1100 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 for "BANK OF INDIA, NAUGARH 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, Taramandal, H.I.G.227, in front of Ambedkar Park, Gorakhpur, PIN-273017**, (at this 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, Taramandal, H.I.G.227, in front of Ambedkar Park, Gorakhpur, PIN-273017** 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 01-07-2022. 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 16-07-2022 **(last date) upto 5.00 pm**. The Tenders (Technical Bids) will be opened on 18-07-2022 **at 11.00 A.M.** at Gorakhpur 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

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

These tenders can be obtained from / :
(1) Shri Ashish Moitra - Tel. No. 9140437296 at Gorakhpur Zonal Office

**ZONAL MANAGER
Gorakhpur ZONE**

Ref.No.ZO/GKP/AM/Premises/02

Dt. 01/07/2022

To,

Dear Sir,

**Requirement of ALTERNATE Premises for
Bank of India, NAUGARH, Branch.**

Please refer to our newspaper advertisement dated 01-07-2022 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, Zonal Office, Gorakhpur, Taramandal, H.I.G.227, in front of Ambedkar Park, Gorakhpur, PIN-273017** on or before 16-07-2022, 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 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 and Lease Deed registration charges to be shared by the landlord and Bank in equal proportion.
- 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 NAUGARH 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, **Taramandal, H.I.G.227, in front of Ambedkar Park, Gorakhpur, PIN-273017** 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 **18.07.2022 at 11:00 A.M.** at abovementioned address. **TENDERS SUBMITTED WITHOUT Ownership Certificate WILL NOT BE CONSIDERED AND WILL BE DISQUALIFIED.**

- xxv) Area required 1000 to 1110 Sq Feet (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) If the premises is spread in two floors, rate quoted for 1st floor will be considered maximum 75% of the rate quoted for the rate quoted for ground floor or the actual quote for the first floor whichever is less, for the purpose of comparison as well as for pay.
- xxix) Rs. 10000/- will be forfeited if the tenderer denies to provide finally selected premises to the bank.

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



Branch/Zonal Office

PART – I (TECHNICAL BID)

The Zonal Manager,
Bank of India,
Gorakhpur 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



Branch/zonal office

PART – II (FINANCIAL BID)

The Zonal Manager,
Bank of India,
Gorakhpur 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. Feet)	Rate (Rs. per Sq Feet.)	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:

- i) Execute Lease Deed in Bank's Standard Format
- ii) Bear the cost of execution and registration of Lease Deed(50:50).
- ii) GST on Lease Rent to be borne by bank.

- iv) Construct Strong Room,ATM, E-gallery as per RBI / Bank's Standardized requirement and cost will be borne by landlord.
- v) To lease the premises in favour of bank for minimum 15 years with 15% of increase in rent at each five 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: