

## **लीज आधार पर बैंक परिसर हेतु निविदा आमंत्रण की सूचना**

सार्वजनिक क्षेत्र का अग्रणी बैंक, इंडियन बैंक निम्नलिखित स्थानों पर शाखा के लिए भूतल (प्राथमिकता) या प्रथम तल पर 1200-1500 वर्ग फुट (तैयार या निर्माणाधीन भवन, जेनेरेटर एवं पार्किंग के लिए पर्याप्त जगह और वी सैट अंटेना / आर एफ टावर के लिए छत, जिसका कोई किराया देय नहीं होगा) के 15 वर्षों के लीज आधार पर परिसर के लिए परिसर स्वामियों से दो बीड सिस्टम (टेक्नीकल तथा फिनांशियल) के अन्तर्गत निविदा आमन्त्रित करता है। गृह-स्वामी को स्ट्रॉंग रूम अपने खर्चे पर बनाना होगा।

- (1) लोहिया नगर-मुन्ना चौक एरिया कंकरबाग पटना
- (2) मलाही पकरी-हनुमान नगर-पीपल्स को-ओपरेटिव कॉलोनी एरिया कंकरबाग पटना एवं
- (3) बेउर अनिसाबाद फुलवारी शरीफ एरिया पटना

निविदा प्रपत्र नीचे दिए गए पते से दिनांक 07.01.2019 से दिनांक 16.01.2019 तक 250 रु. (नन-रिफण्डेबल) देकर प्राप्त किया जा सकता है।

पूर्णतया भरे हुए को निविदा को 17.01.2019 (5 बजे शाम तक) तक नीचे दिए पते पर जमा किया जा सकता है।

निविदा को दो अलग अलग कवर में टेक्नीकल बीड तथा फाइनांशियल बीड के रूप में जमा किया जाना है।

फाइनांशियल बीड के साथ 250/- रु (नन-रिफण्डेबल) तथा टेक्नीकल बीड के साथ ईएमडी के रूप में 5000/- रु (रिफण्डेबल) इंडियन बैंक के नाम से डिमांड ड्राफ्ट के रूप में जमा करना अनिवार्य है।

टेक्नीकल बीड 18.01.2019 को 1.00 बजे दोपहर में खोले जाएंगे।

अधूरे / अंतिम तारीख के बाद प्राप्त / बिना ईएमडी के / किसी अन्य फार्मेट में जमा किए गए निविदाओं को अस्वीकृत कर दिया जाएगा।

सार्वजनिक क्षेत्र के संस्थान तथा सरकारी संस्थानों को प्राथमिकता दी जाएगी।

बिना कोई कारण बताए सभी अथवा किसी भी प्रस्ताव को अस्वीकृत करने का अधिकार बैंक के पास सुरक्षित है।

एजेंट अथवा ब्रोकर के द्वारा निविदा स्वीकार नहीं किया जाएगा।

**अंचल प्रबंधक, इंडियन बैंक, अंचल कार्यालय, गोविन्द भवन (प्रथम तल), न्यू डाक बंगला रोड**

**(एन. पी. सेन्टर के सामने), पटना-800001**

**फोन नं- 0612-2219480 / 7368808096**

## **NOTICE INVITING TENDERS FOR LEASING OF OFFICE PREMISES**

**Indian Bank**, a Public Sector Bank invites tenders under 2 bid system (Technical & Financial ) from owners of office premises willing to offer on lease basis (readily built / Premises Under construction,) at following locations, measuring **1200-1500** sq.ft. carpet area preferably in Ground Floor with having sufficient parking space and suitable place for keeping Generator and roof right for V-sat Antena/ RF Tower for which no rent is payable, for a lease period of 15 years for setting up their Branch / Office.

- (1) Lohiya Nagar-Munna chowk area, Patna**
- (2) Hanuman Nagar-PC Colony area, Kankarbagh, Patna**
- (3) Beur-Anisabad-phulwari sharif road area, Patna**

The tender forms can be obtained from the following address from 07.01.2019 to 16.01.2019 on payment of Rs.250 (Non Refundable) Last date for submission of bids 17.01.2019 and the duly filled in tenders are to be submitted in prescribed format to the same address.

Tenders are to be submitted in Two Cover system consisting of Technical Bid and Financial Bid in two separate sealed covers superscribing "Technical Bid" or "Financial Bid"

The Technical Bid should be enclosed with refundable EMD of **Rs.5000** by way of **DD / BPO favouring, Indian Bank** on or before 17.01.2019 at 5.00 pm.

The Technical Bids will be opened on **18.01.2019** at 01.00 pm.

Incomplete tenders / Late tenders / tenders not accompanied by requisite EMD / tenders not in the form specified are liable to be rejected.

Priority will be given to tenders from Public Sector undertaking / Govt. Organisations.

The Bank reserves the right to reject any or all offers without assigning any reasons whatsoever.

Tenders from agents / brokers will not be accepted.

**Zonal Manager, Indian Bank, Zonal Office, Govind Bhawan (First Floor), New  
Dak Bunglow Road (Opp-N P Center), Patna-800001  
Contact No: 0612-2219480 / 7368808096**

**TECHNICAL BID**

TO BE GIVEN BY THE OWNER (S) OFFERING  
 PREMISES ON LEASE (**Technical Details**)

( To be kept in a separate sealed envelope superscribing “Technical Bid” on the top of the envelope)

From

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dear Sir,

**Sub: Offer to give on lease the premises for your Branch/Office.**

I/We refer to your advertisement dated ..... in..... and offer to give you on lease the premises described here below for your \_\_\_\_\_ Branch/Office and furnish the technical details thereon.

a)	Name of the Owner	:	
b)	Name of the Co-Owners/ Partners/ Directors (Wherever applicable)	:	
c)	Full Address of premises offered on lease	:	

d)	Whether Freehold/Lease Hold	:	
e)	Distance from the main road/cross road	:	
f)	Whether there is direct access to the premises from the main road	:	
g)	Area Offered floor wise	:	Floor Usable Carpet area_____ in Sq.ft.
h)	Specify whether the area is Carpet	:	
i)	Type of Construction	:	
j)	Year of Construction	:	
k)	If the building is new, whether occupancy certificate is obtained from competent local planning authority.	:	
l)	If the building is yet to be constructed  i) Whether the plan of the building is approved (Copy enclosed)  ii) Time required for completing the construction	:  :  :	
m)	If the building is old whether repairs/ Renovation is required  i) If so time required for its completion	:	
n)	Boundaries	:	

	East		
	West		
	North		
	South		
o)	Ventilation is available from	:	_____ No. of sides

**TERMS AND CONDITIONS:**

Bank at its liberty to vacate the premises at any time during the pendency of lease by giving three month's notice in writing, without paying any compensation for earlier termination.

<b>DECLARATION</b>		
1	The following amenities are available in the premises or I/We agreeable to provide the following amenities: <i>(pl tick the applicable item)</i>	
a.	The strong room will be constructed strictly as per the Bank's specifications. Strong Room door, grill gate and ventilators are to be supplied by the Bank	
b.	A partition wall will be provided inside the strong room segregating the locker room and cash room.	
c.	Partition wall(s) required for provision of ATM room with rolling shutter(s).	
d.	A lunchroom for staff and stock/stationery room will be provided as per the requirement/ specifications of the Bank. A wash basin will also be provided in the lunchroom.	
e.	Separate toilets for gents and ladies will be provided.	
f.	A collapsible gate and rolling shutters will be provided at the entrance and at any other points which gives direct access to outside.	
g.	Entire flooring will be of vitrified tiles and wall painted.	
h.	All windows will be strengthened by grill with glass and mesh door	
i.	Required power load (3 phase – 35 kva) normal functioning of the Bank and the requisite electrical wiring /Points will be provided.	
j.	Continuous Water Supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary, electric motor of required capacity will be provided.	
k.	Space for fixing Bank's sign board will be provided.	
l.	Shelter for security guards should be provided as per Bank's specifications.	
m.	Electrical facilities and additional points (lights, fans-power) as	

	recommended by the Bank will be provided along A' class earthing as per IS specifications.		
n.	Sufficient space for power backup generator/s.		
2.	I/We declare that I am/We are the absolute owner of the plot/building offered to you and having valid marketable title over the above.	Yes	No
3.	You are at liberty to remove at the time of vacating the remises, all electrical fittings & fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.	Yes	No

- The concept of carpet area for rental purpose was explained to me / us and clearly understood by me / us, according to which the carpet area means area of the premises less toilet, passage, wall / columns, staircases, verandah, lobby, balcony, kitchen etc. eventhough the same is given for Bank's use.
- If my / our offer is acceptable, I/we will give you possession of the above premises on\_\_\_\_\_.
- I/we further confirm that this offer is irrevocable and shall be open for \_\_\_\_\_ days from date hereof, for acceptance by you.

Yours faithfully,

**(Signature of Owner/s)**

Place:

Date:

Address of the owner/s

## Financial Bid

TO BE GIVEN BY THE OWNER(S) OFFERING PREMISES ON LEASE – (Financial Details)

( To be kept in a separate sealed envelope superscribing “Financial Bid” on the top of the envelope)

To

\_\_\_\_\_

\_\_\_\_\_

Dear Sir,

**Sub : Offer to give on lease the premises for your Branch / Office**

I / We, refer to your advertisement dated \_\_\_\_\_ in \_\_\_\_\_ and offer to give you on lease the premises described here below for your \_\_\_\_\_ branch / office.

### TERMS AND CONDITIONS

1.	<b>Rent</b>	Carpet Area	Rent Rate per sqft	Total per month (Rs.)
	a. Basic Rent			
	b. Service Tax			
	c. Common Maintenance etc, if any (give details)			
2.	Period of lease	_____ Yrs		
3.	Escalation in rent	_____ % after _____ Yrs		
4.	Cost of lease deed to be borne by	By owner / By Bank / shared by me and Bank in the ratio of _____.		
5.	Water tax to be borne by	By owner		
6.	Corporation / Municipal / Tax to be borne by	By owner		
7.	Service tax amount, if applicable, to be borne by	By owner / Bank		
8.	Any other tax levied / Leviable by Municipal and/or Govt Authorities to be borne by	By owner / By Bank / shared by me and Bank in the ratio of _____.		

9.	Service charges / maintenance charges if any to be borne by	By owner
11	Rental deposit	_____ months

<b>DECLARATION</b>	
1	I / We, am / are aware that, the rent shall be calculated as per the carpet area which will be measured in the presence of owner/s and Bank Officials after completion of the building in all respects as per the specifications / requirement of the Bank.
2.	The concept of carpet area for rental purpose was explained to me / us and clearly understood by me / us, according to which the carpet area means area of the premises less toilet, passage, wall / columns, staircases, verandah, lobby, balcony, kitchen etc. eventhough the same is given for Bank's use.
3.	The charges / fees towards scrutinising the title deeds of the property by the Bank's approved lawyer will be borne by me / us.
4.	All repairs including annual / periodical painting and annual / periodical painting will be got done by me / us at my / our cost. In case, the repairs and / or painting is / are not done by me / us as agreed now, you will be at liberty to carry out such repairs, painting, etc. at our cost and deduct all such expenses from the rent payable to us.

- I / We further confirm that this offer is irrevocable and shall be open for \_\_\_\_\_ days from the date thereof, for acceptance by you.

Yours faithfully,

**(SIGNATURE OF OWNER/S)**

Place :

Address of owner/s

Date :