



**Zonal Office Gurgaon**

(A Govt. of India Undertaking)

1<sup>st</sup> floor, 17, parliament street, New Delhi-110001

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

**Indian Bank**, a Public Sector Bank invites tenders under 2 bid system (Technical & Financial Bid) from owners of office premises willing to offer on lease basis (Readily built Premises) in the location at **Gurugram(New)** having 2500 sq ft to 3000 sq ft carpet area with parking facility for a lease period of 15 to 20 years for setting up new Zonal Office.

Tender forms can be downloaded from our website [www.indianbank.in](http://www.indianbank.in) from **28.06.2022 to 14.07.2022**. Last date for submission of bids is **14.07.2022 UP TO 3.00 PM** and the duly filled in tenders are to be submitted in prescribed format to the above address.

Tenders are to be submitted in Two Cover system consisting of Technical Bid and Financial Bid in two separate sealed covers super scribing "Technical Bid" or "Financial Bid" on or before **14.07.2022 at 3.00 pm**.

**The Technical Bid should be enclosed with refundable EMD of Rs.5000 by way of DD / BPO favouring , Indian Bank and another DD for Rs.500/- favouring Indian Bank, towards cost of tender (non refundable).**

Kindly note that Demand Draft of EMD and tender fee should not be enclosed with Financial Bid. Doing so, tender will liable to be rejected and EMD of technically disqualified bidder will not be returned. Technical Bids will be opened on **14.07.2022** at 3:30 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. Organizations.

**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**