

इंडियन बैंक



Indian Bank

△ इलाहाबाद

ALLAHABAD

अंचल कार्यालय, एससीओ 88, अर्बन एस्टेट  
फेज - 1, हुगरी, सुधियाना- 141013  
फोन नंबर : 0161-5232104

बठिंडा में कार्यालय परिसर को लीज पर देने के लिए प्रस्ताव आमंत्रण सूचना  
इंडियन बैंक, एक सार्वजनिक क्षेत्र का बैंक कार्यालय परिसर के स्थापियों से 2 बोली प्रणाली  
( तकनीकी और वित्तीय बोली ) के तहत प्रस्ताव आमंत्रित करता है, जो लीज के आधार पर ( तैयार  
निर्मित / निर्माणाधीन परिसर ) अधिमानत गुरु काशी मार्ग निकट बस स्टैंड बठिंडा के पास 1500  
वर्ग फुट की पेशकश करने के इच्छुक हैं। हमारी मौजूदा शाखा को स्थानांतरित करने के लिए 1500  
साल की लीज अवधि के लिए पर्याप्त पार्किंग सुविधा के साथ ग्राऊंड फ्लोर पर कारपेट एरिया  
20 फीट के न्यूनतम फंटेज के साथ। निविदा प्रपत्र बैंक की वेबसाइट से 16/06/2022 से  
01/07/2022 तक डाउनलोड किए जा सकते हैं। निविदा का विवरण वेबसाइट  
[www.indianbank.in](http://www.indianbank.in) से प्राप्त किया जा सकता है।  
अपूर्ण निविदाएं/चिलखित निविदाएं/निविदाएं जो निर्दिष्ट प्रपत्र में नहीं हैं उन्हें अस्वीकार कर दिया  
जाएगा।

बैंक बिना कोई कारण बताए किसी या सभी प्रस्तावों को अस्वीकार करने का अधिकार सुरक्षित  
रखता है।

एजेंटों/दलालों की निविदाएं स्वीकार नहीं की जाएंगी।  
अधिक जानकारी के लिए, कृपया संपर्क करें

श्री जे.के.सिलसे ( मुख्य प्रबंधक-परिसर ) अंचल कार्यालय सुधियाना।  
संपर्क नंबर-7347035004, 0161-5232104

डीजीएम/जोनल प्रबंधक, सुधियाना



ਭਾਰਤੀ ਦਫਤਰ



Indian Bank

ਭਾਰਤੀ ਦਫਤਰ

ALLAHABAD

ਭਾਰਤੀ ਦਫਤਰ, ਐਸ.ਸੀ.ਓ 88, ਅਰਬਨ  
ਅਸਟੇਟ, ਫੇਜ਼-1, ਭੁਗਾਰੀ, ਲੁਧਿਆਣਾ-  
141013, ਫੋਨ ਨੰ.: 0161-5232104

ਬਠਿੰਡਾ ਵਿਖੇ ਦਫਤਰੀ ਇਮਾਰਤਾਂ ਨੂੰ ਲੀਜ 'ਤੇ ਦੇਣ ਲਈ ਟੈਂਡਰ ਮੰਗਣ ਦਾ ਨੋਟਿਸ  
ਇੰਡੀਅਨ ਬੈਂਕ, ਇੱਕ ਜਨਤਕ ਖੇਤਰ ਦਾ ਬੈਂਕ, 2 ਬੋਲੀ ਪੁਣਾਲੀ (ਤਕਨੀਕੀ ਅਤੇ ਵਿੱਤੀ ਬੋਲੀ) ਦੇ  
ਤਹਿਤ ਦਫਤਰੀ ਇਮਾਰਤਾਂ ਦੇ ਮਾਲਕਾਂ ਤੋਂ ਟੈਂਡਰ ਮੰਗਦਾ ਹੈ ਜੋ ਲੀਜ ਦੇ ਆਧਾਰ 'ਤੇ ਪੇਸ਼ਕਸ਼ ਕਰਨ  
ਲਈ ਤਿਆਰ ਹੈ (ਤਿਆਰ ਨਿਰਮਾਣ/ਨਿਰਮਾਣ ਅਧੀਨ ਇਮਾਰਤ) ਤਰਜੀਹੀ ਤੌਰ 'ਤੇ ਗੁਰੂ ਕਾਸ਼ੀ  
ਮਾਰਗ ਨੇੜੇ ਬੱਸ ਸਟੈਂਡ ਬਠਿੰਡਾ 'ਤੇ 1500 ਵਰਗ ਫੁੱਟ। ਸਾਡੀ ਮੌਜੂਦਾ ਬੁੱਝ ਨੂੰ ਸਿਫਟ ਕਰਨ  
ਲਈ 15 ਸਾਲਾਂ ਦੀ ਲੀਜ ਦੀ ਮਿਆਦ ਲਈ ਲੋੜੀਂਦੀ ਪਾਰਕਿੰਗ ਸਹੂਲਤ ਦੇ ਨਾਲ ਜ਼ਮੀਨੀ ਮੰਜ਼ੂਰ  
ਤੇ ਘੱਟ-ਘੱਟ 20 ਫੁੱਟ ਕਾਰਪੇਟ ਖੇਤਰ ਦੇ ਫਰੰਟੇਜ ਦੇ ਨਾਲ। ਟੈਂਡਰ ਫਾਰਮ ਬੈਂਕ ਦੀ ਵੈੱਬਸਾਈਟ  
ਤੇ 16/06/2022 ਤੋਂ 01/07/2022 ਤੱਕ ਡਾਊਨਲੋਡ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ। ਟੈਂਡਰ ਦੇ ਵੇਰਵੇ  
ਵੈੱਬਸਾਈਟ [www.indianbank.in](http://www.indianbank.in) ਤੋਂ ਪ੍ਰਾਪਤ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ।

ਅਧੂਰੇ ਟੈਂਡਰ/ਲੈਟ ਟੈਂਡਰ/ਨਿਰਧਾਰਤ ਫਾਰਮ ਵਿੱਚ ਨਾ ਹੋਣ ਵਾਲੇ ਟੈਂਡਰ ਰਾਏ ਕੀਤੇ ਜਾਣ ਦੇ ਯੋਗ ਹਨ।  
ਬੈਂਕ ਬਿਨਾਂ ਕੋਈ ਕਾਰਨ ਦੱਸੇ ਕਿਸੇ ਵੀ ਜਾਂ ਸਾਰੀਆਂ ਪੇਸ਼ਕਸ਼ਾਂ ਨੂੰ ਰਾਏ ਕਰਨ ਦਾ ਅਧਿਕਾਰ ਰਾਖਵਾਂ  
ਰੱਖਦਾ ਹੈ।

ਟੈਂਡਰ/ਦਲਾਲਾਂ ਦੇ ਟੈਂਡਰ ਸਵੀਕਾਰ ਨਹੀਂ ਕੀਤੇ ਜਾਣਗੇ।  
ਹਰ ਵੇਰਵਿਆਂ ਲਈ, ਕਿਰਪਾ ਕਰਕੇ ਸੰਪਰਕ ਕਰੋ

ਸ਼੍ਰੀ ਜੇ.ਕੇ.ਸਿਲੇ (ਮੁੱਖ ਪ੍ਰਬੰਧਕ-ਪ੍ਰੀਮਾਇਸ) ਖੇਤਰੀ ਦਫਤਰ ਲੁਧਿਆਣਾ  
ਸੰਪਰਕ ਨੰਬਰ-7347035004, 0161-5232104

ਡੀ.ਜੀ.ਐਮ./ਬੋਨਲ ਮੈਨੇਜਰ, ਲੁਧਿਆਣਾ



**TECHNICAL BID**

TO BE GIVEN BY THE OWNER (S) OFFERING  
PREMISES ON LEASE (**Technical Details**)  
(To be kept in a separate sealed envelope super-scribing  
"Technical Bid" on the top of the envelope)

**From,**

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

**To,**

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

Dear Sir,

**Sub: Offer for giving premises on lease 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.

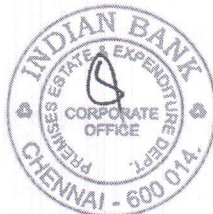
a)	Name of the Owner	:	
b)	Name of the Co-Owners/ Partners/ Directors (Wherever applicable)	:	
c)	Full Address of premises offered on lease	:	
d)	Whether Freehold/Lease Hold	:	
e)	Distance from the main road/cross road	:	
f)	Whether there is direct access to the premises from the main road	:	
g)	Area Offered floor wise(only carpet area of premises to	:	<b>Floor:</b> BM / GF / FF / SF / TF / other floor



	specified)		Carpet area _____ in Sq.ft.
h)	Type of Construction of premises		
i)	Year of Construction of premises	:	
j)	If the building is new, whether occupancy certificate is obtained from competent local planning authority.	:	
k)	<b>If the building is yet to be constructed</b>		
	i) Whether the plan of the building is approved (Copy enclosed)	:	
	ii) Time required for completing the construction	:	
l)	If the building is old whether repairs / Renovation is required If so time required for its completion	:	
m)	<b>Boundaries</b> East West North South	:	
n)	If the building is yet to be constructed	:	
	iii) Whether the plan of the building is approved (Copy enclosed)	:	
	iv) Time required for completing the construction	:	
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.



Signature of the owner/s



**DECLARATION**

1	The following amenities are available in the premises or I/We agreeable to provide the following amenities: (pl tick the applicable item)		
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. even though 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 120 days from date hereof, for acceptance by you.

Yours faithfully,

**(Signature of Owner/s)**

Place:

Date:

Address of the owner/s





## ANNEXURE - IV

### Financial Bid

TO BE GIVEN BY THE OWNER(S) OFFERING PREMISES ON LEASE - **(Financial Details)**  
 (To be kept in a separate sealed envelope super-scribing "Financial Bid" on the top of the envelope)

To,

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

Dear Sir,

**Sub : Financial offer for giving premises on lease 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.	Rent	Carpet Area (sqft)	Rent Rate per sqft	Total per month (Rs.)
	Basic rent excluding GST(if applicable)			
2.	Period of lease (Minimum 10 years)	_____ Yrs		
3.	Escalation in rent after every 5 years (maximum 15%)	_____ %		
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.	GST 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.	Common maintenance charges if any to be borne by	By owner
11	Interest Free rent advance ( Maximum 3 months)	_____ months

### DECLARATION

1	I / We, am / are aware that, the rent shall be calculated as per the carpet area only, 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 and in accordance with the Policy 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. even though the same is given for Bank's use.
3.	The charges / fees towards scrutinizing 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 (minimum 120 days) from the date of opening of the bid, for acceptance by you.

Yours faithfully,

(SIGNATURE OF OWNER/S)

Place :

Address of owner/s

Date :

