



**Annexure - I**

**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) in **Balurghat, PO- Balurghat, District- South Dinajpur, (WB) 733101** measuring **1500 sq.ft. to 1600 sq.ft. carpet area** preferably in Ground Floor with parking facility for a lease period of 15 years for setting up their Branch/ Office.

The tender forms can be obtained from the following address from **06.08.2022 to 20.08.2022** on payment of Rs. 250/- (Non Refundable). Last date for submission of bids is **22.08.2022** and the duly filled in tenders are to be submitted in prescribed format to the same address.

**Indian Bank, Zonal Office Siliguri,  
First Floor, 2nd Church Road, Janta Nagar  
Siliguri – 734001  
Ph : 0353-2530403, E-mail : [z748@indianbank.co.in](mailto:z748@indianbank.co.in)**

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”

The Technical Bid should be enclosed with refundable EMD of **Rs. 5000/-** by way of **DD/IOI** favoring “**Indian Bank, Zonal Office Siliguri**”, on or before **22.08.2022** at **4.00 pm**.

The Technical Bids will be opened on **23.08.2022** at **3:00 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. Organization.

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

Tenders from agents / brokers will not be accepted.

**Assistant General Manager  
Indian Bank, Zonal Office Siliguri,  
Premises Department.**