

इंडियन बैंक



Indian Bank

इलाहाबाद

ALLAHABAD

कार्यालय परिसर के लीज हेतु निविदा आमंत्रण की सूचना

इंडियन बैंक, सार्वजनिक क्षेत्र का बैंक, कुमारधुबी शाखा, जी.टी. रोड, बाई पास, जिला - धनबाद, पिन - 828203 को स्थानान्तरित करने हेतु परिसर की आवश्यकता है। इसके लिए मौजूदा शाखा अवस्थिति के आसपास लगभग 1400-1500 वर्गफुट कार्पेट क्षेत्र का परिसर पार्किंग सुविधा के साथ 15 वर्ष की लीज अवधि के लिए परिसर मालिकों से निविदा प्रणाली (तकनीकी और वित्तीय बोली) के अंतर्गत निविदा आमंत्रित करता है। निविदा प्रपत्र दिनांक 18.10.2022 से 02.11.2022 के अंतर्गत निम्न पते पर इंडियन बैंक के पक्ष डीडी/आईओआई के माध्यम से रु.250/- (अप्रतिदेय) की भुगतान राशि के द्वारा प्राप्त किया जा सकता है।

विस्तृत जानकारी और आवेदन पत्र बैंक की वेबसाइट www.indianbank.in पर भी उपलब्ध है। निम्न पते पर मोहरबंद लिफाफे में निर्धारित प्रारूप में निविदा जमा करने की अंतिम तिथि दिनांक 03.11.2022 शाम 5.30 बजे तक है।

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

अंचल प्रबंधक

इंडियन बैंक

अंचल कार्यालय, देवघर

498, श्रीकांत रोड, बेलाबगान

देवघर-814112

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	:	Floor: 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)	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	:	
l)	If the building is old whether repairs / Renovation is required If so time required for its completion	:	
m)	Boundaries 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: <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. 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 :

