



Zonal Office Gurgaon

(A Govt. of India Undertaking)

G-41, 2nd floor, Connaught Place New Delhi-110001

Ph. No. -011-47085260

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 following location having **1200 sq ft to 1500 sq ft** carpet area preferably on **ground floor** with parking facility for a lease period of **15 to 20** years for shifting of our 4 mentioned branches.

Location Req'd. for branch	Area	Floor Preference	Vicinity
Fatehpur Indira Colony, Faridabad	1200-1500 sq ft.	Ground Floor	Within 1 KM.
Sec-17 Faridabad	1300 sq ft.	Ground Floor	Within 1 KM.
Gurgaon Sec-31	1200-1500 sq ft.	Ground Floor	Within 1 KM.
Sohna Road Sec-48-49 Gurgaon	1200-1500 sq ft.	Ground Floor	Within 1 KM.

Tender forms can be downloaded from our website **from 01.11.2022 to 15.11.2022** .Last date for submission of bids is **15.11.2022 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 **15.11.2022 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 15.11.2022 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