



Zonal Office Gurgaon
4th Floor, Tower-1, IRCON Building, Plot No -16, Sector-32, Gurgaon 122003
Telephone: 0124-4924412 zogurgaon@indianbank.co.in

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 **Gurgaon (preferably at Udyog Vihar Gurgaon/ IMT Manesar)** having 1500 sq ft to 1600 sq ft carpet area at ground floor with parking facility for a lease period of 15 years for opening of **MSME Gurgaon Branch**.

Tender forms can be downloaded from our website www.indianbank.in from **16.03.2025 to 01.04.2025**. Last date for submission of bids is **01.04.2025 UP TO 4.00 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 **01.04.2025 at 4.00 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 **01.04.2025 at 4:30 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

(ZO Gurgaon)