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## Regional Office,Ayodhya

**NOTICE**

Union Bank of India requires a well-constructed commercial premises admeasuring **1200 sq.ft.(± 10%)** carpet area in ready possession/under construction at KUSHMAHA (District-Ayodhya) Uttar Pradesh, within 2 kms radius of KUSHMAHA,Distt: AYODHYA, Uttar Pradesh, preferably on Ground floor. Owner of building may collect Technical Bid and Price Bid from Regionaloffice between 09.05.2022 to 30.05.2022.For further details, please log on to the Bank’s website www.unionbankofindia.co.in/e-procurement portal tenders.gov.in.Last Date for receipt of applications/offers in prescribed form is **30.05.2022 upto 5.00 p.m.**

**The Bank reserves the right to reject any or all the tenders received without assigning any reason whatsoever.**

 **Authorized Officer**



**विज्ञापन**

यूनियन बैंक ऑफ इंडिया को अपनी कुशमहा शाखा हेतु बनेबनाये / निर्माणाधीन व्यवसायिक परिसर की,अयोध्या जिले की कुशमहा शाखा के 02 किलोमीटर की परिधि में, आवश्यकता है । जिसका क्षेत्रफल **1200 लगभग sqft हो(± 10%)**। उक्त परिसर कार्यालय हेतु तैयार होना चाहिए, भूतल पर होना चाहिए।परिसर स्वामी दिनांक 09.05.2022 से दिनांक 30.05.2022 के बीच कार्यालय समय के दौरान तकनीकी बिड एवम वित्तीय बिड के प्रारूप व अन्य प्रारूप हमारे कार्यालय से प्राप्त कर सकते है अथवाहमारी वेबसाइट [www.unionbankofindia.co.in/e-procurement portal tenders.gov.in/](http://www.unionbankofindia.co.in/e-procurement%20portal%20tenders.gov.in/) से डाउनलोड कर सकते हैं तथा पूर्ण रूप से भरे गए प्रपत्र दिनांक 30.05.2022को साय 05 बजे या उससे पहले जमा कर सकते हैं । बैंक कोई कारण बताए बिना किसी भी प्रस्ताव को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है ।

**प्राधिकृत अधिकारी**

**REGIONAL OFFICE,AYODHYA**

**436, Atterdeep Complex,Near Devkali Bypass,Ayodhya-224001**

**TECHNICAL BID**

**COMMERCIALPREMISES ON LEASE BASIS UNDER AYODHYA REGION**

**ISSUE OF TENDER : 09.05.2022 to 30.05.2022**

**LAST DATE FOR SUBMISSION OF TENDER :30.05.2022 UPTO 5.00 PM.**

**DATE OF OPENING OF TECHNICAL BID :31.05.2022 AT 10.30AM.**

**Issue of tender forms from 09.05.2022 to 30.05.2022during office hoursfrom:**

 **1.Regional office, Ayodhya, 436, Atterdeep Complex, Near Devkali Bypass,**

 **Ayodhya.**

* **Tenders to be collected from RO-Ayodhya**

**or**

**can also be downloaded fromBank’s website** [**www.unionbankofindia.co.in**](http://www.unionbankofindia.co.in)

Offer is submitted for **KUSHMAHA (District: Ayodhya) Branch**.

**TENDER TO BE SUBMITTED AT:-**

1. **Regional Office,Ayodhya**

**436, Atterdeep Complex**

**Near Devkali Bypass,**

**Ayodhya-224001**

**REGIONAL OFFICE, AYODHYA**

**436, Atterdeep Complex, Near Devkali Bypass,Ayodhya-224001**

 **REQUEST FOR PROPOSAL TO OBTAIN COMMERCIAL PREMISES ON LEASE BASIS**

## NOTICE INVITING TENDER

1. Union Bank of India intends to take commercial properties on lease located in the same vicinity of the branch described and admeasuring as above to be used for commercial purpose. The applicant may submit application for the properties which are readily constructed/under construction to be completed within 90 DAYS from date of offer with adequate parking space and other amenities at ground/upper ground floor. The prescribed application form can be downloaded from **Bank’s website or collected from Regional officeAYODHYA/Kushmaha Branch.**

1. The Bank is expecting acceptance to make necessary modifications in the readily built/under construction premises or construction on open land as per Bank's requirement.
2. The prospective offers fulfilling the above requirement may collect the tender documents viz. Technical Bid and Price Bid from the **Regional office, Ayodhya**as per the address mentioned. **The tender documents will be issued between 10.00 a.m. to 5.00 p.m. on all working days from09.05.2022 to 30.05.2022(excluding Bank Holidays and Sundays)**
3. **The tender document can also be downloaded from Bank’s website** [**www.unionbankofindia.co.in**](http://www.unionbankofindia.co.in)
4. If the owner / offererhave more than one project / premises to be offered, at different locations, separate tender has to be submitted for each of the location.
5. The completed tender documents (Technical Bid and Price Bid in **separate sealedenvelopes)**, duly marked as “**Technical Bid**” and “**Price Bid**” are to be placed in a single cover superscribed “**COMMERCIAL PREMISES ON LEASE BASIS FOR “KUSHMAHABRANCH”** along with
6. Clear title certificate or ownership document or development agreement.
7. Technical bid envelope should also contain the Declaration enclosed.

**7.1** Theofferorhas to get three envelopes and **mark the envelopes as I, II & III**. Usage of envelopes will be as under:

1. ***Envelope marked as I***: Price Bidto be put in this envelope and sealed. This envelope would be super scribed as **Price Bid for“KUSHMAHA”Branch.** The envelope will be opened if the Technical offer is found suitable fulfilling the requirements stipulated by the Bank.
2. ***Envelope marked as II***:**Technical Bid**, duly completed in all respects, to be put in this envelope and sealed. The envelope would be super scribed as **Technical Bid for “KUSHMAHA” Branch**.
3. ***Envelope marked as III****:* The above two sealed envelopes No.I&No.II to be placed in envelope No.III and sealed (i.e. envelope marked as III, will contain two envelopes marked as I & II). This envelope marked as No.III would be superscripted as “**COMMERCIAL PREMISES ON LEASE BASIS FOR “KUSHMAHA” BRANCH**”.

**7.2** The duly filled in and sealed and super scribed tender envelopes must be dropped inthe Tender Box placed at the **Regional office, AYODHYA** or to be handed over to the Office ofRegional Head / Dy.Regional Head/ Chief Manager (Operations) of Regional Office,Ayodhya.

1. **The Technical Bids will be opened on 31.05.2022 at 10.30A.M. at the Regional office, Ayodhya in presence of the bidders.All the bidders are advised in their own interest to be present on the date at the specified time.**
2. **Offers from Brokers/Intermediaries will not be entertained as Bank does not pay brokerage / commission.**
3. Bank reservesthe right to reject any or all the tenders without assigning any reason whatsoever. Canvassing in any form will disqualify the tenderer.

**11.** For further information, please contact:

Deputy Regional Head/Chief Manager(Operations) of Regional office, Ayodhyacontact details are given below.

Deputy Regional Head : 9903820102

Chief Manager(Operations) :9909183899

**Regional Office,Ayodhya**

**436, Atterdeep Complex**

**Near Devkali Bypass,**

**Ayodhya-224001**

**REGIONAL OFFICE, AYODHYA**

**436, Atterdeep Complex, Near Devkali Bypass,Ayodhya-224001**

### COMMERCIAL PREMISES ON LEASE BASIS UNDER AYODHYA REGION

**TERMS AND CONDITIONS:**

The terms and conditions shall form part of the tender to be submitted by the Offeror/vendor to Union Bank of India hereinafter termed as “Bank”.

* 1. Tender document received by the Bank after due date and time i.e. after 5**.00 p.m. on 30.05.2022** shall be rejected outright.
	2. AllOfferer/ vendors are requested to submit the tender documents (TECHNICAL BID AND PRICE BID) duly filled, supported by relevant documents at Regional Office,Ayodhya,

1.3 The Tenders can also be dropped in the Tender Box kept at the Regional office, Ayodhya.

1.4 All columns in the tender document must be duly filled and no column should be left blank. **“Nil” or “Not Applicable” should be marked** where there is nothing to report. All the pages of the tender documents should be signed by the authorized signatory of the tenderer. Any over-writing or use of white ink should be duly authenticated by the tenderer. The Bank reserves the right to reject incomplete tenders or in cases where information submitted is found incorrect.

* 1. In case the space in the tender document is found insufficient, the vendor may use separate sheets to provide full information.
	2. The offer should remain valid at least for a period of **90 days** from the date of opening of technical bids. During the validity period of the offer, the vendor should not withdraw / modify the offer in terms of price and other terms and conditions quoted in the technical and price bids. In this regard, the undertaking be submitted along with the Technical Bid as per the prescribed format.
	3. There should not be any deviations in the terms & conditions as have been stipulated in the tender document. However, in the event of imposition of any other condition, which may lead to deviation with respect of the terms & conditions as mentioned in the tender document, the tenderer is required to attach a separate sheet marking “list of deviations”.
	4. Canvassing in any form will automatically disqualify the offeror. No brokerage will be paid.
	5. Property should be situated in good area in specified locations with congenial surroundings and Proximity to public amenities. The property shall also be elevated and not prone to waterlogging**.**The locality shall have amenities of water supply, sewerage, Storm water drain.
	6. Offers, which are ready for possession or guaranteed possession within 1month, will be

considered/preferred.

* 1. Offers of extended constructions over the existing buildings with external columns will not

be considered.

* 1. The particulars of amenities provided / proposed to be provided inside the building,

complexshould be furnished in the Technical Bid.

**1.13 Carpet area**

The carpet area would mean the usable carpet area at any floor level and include area occupied by all internal partitions, internal columns, internal door jams, internal balconies, internal bathrooms, internal lavatories and internal kitchen and pantry. Joint measurement will be taken in the presence of bank officials and vendor / authorized representative for computing/finalizing the exact carpet area. For computation of the carpet area, the definition adopted in this tender will be the covered areas excluding the outer walls, i.e. from plastered to plastered surface of the walls. Nitches, flowerbeds, sit outs, open balconies etc. will not be taken into consideration for calculating the carpet area.

1.14 Technical Bids will be opened on **31.05.2022 at 10.30 AM. at Regional Office, Ayodhya** in the presence of the tenderer/ authorized representatives. **All the tendererare advised in their own interest to be present on the date at the specified time**.

1.15 The short-listed properties complying with advertisement criteria will be visited by Bank Officials for assessing the feasibility of the offer. The tenderer should provide the requisite information / documentary proof to the visiting officials for verification.

1.16 The particulars of premises i.e. building name, floor, address etc. along with latest photographs should be furnished in the Technical Bid. Details of measurements of the proposed flat offered should invariably be furnished in the Technical Bid. ***The tenderer should clearly understand concept of carpet area as explained above in Para 1.13 and the same only will be considered for payment.***

1.17 The property offered shouldhave clear title. Adequate documentary evidence to this effect should be furnished along with the Technical Bid.

1.18 Plans duly approved by Municipal Authorities/Competent Authority should be submitted along with the Technical Bid. For old buildings, NOC from the Society may be enclosed.

1.19 All the legal documents required by the Bank for verification of the title clearance of the property should be submitted. The title certificate issued by Bank’s Solicitor / Advocate only shall be considered.

1.20 The offeror/vendors, at their own cost, shall obtain Income Tax and other statutory clearances as and when required.

1.21 Bank reserves the right to accept or reject any or all the tenders / offers without assigning any reason whatsoever.

**REGIONAL OFFICE, AYODHYA**

**436, Atterdeep Complex, Near Devkali Bypass,Ayodhya-224001**

**OFFER OF BANK’S PREMISES ON LEASE/ RENTAL BASIS**

**FORMAT OF TECHNICAL BID**

With reference to your advertisement in the local daily/ Bank’s website/e-Procurement Portal dated ------------, I/We hereby offer the premises owned by us for housing your branch/office on lease basis.

**PART A: GENERAL INFORMATION**

I. Name of the owner/s:

II. Share of each owner, if any, under joint ownership:

III. Location:

A. Name of the building/scheme:

B. Sector No.:

C. Street:

D. Full Address alongwith PIN code & prominent landmark

E. Locality (Residential/Commercial/Industrial/Mixed):

**PART B: TECHNICAL INFORMATION**

I. Building

1. Carpet Area of the premises(in sq.ft):

Whether ready to offer area as required by Bank?

Dimension(LxWxH) in feetCarpet Area(Sq.ft)

1. Hall
2. Toilet/Washrooms
3. Strong Room, if any.
4. **FLOOR PARTICULARS**

(Basement/Ground/Lower or Upper ground/Mezzanine/1st floor):

 (give area of each floor )

C. Age of the building:

D. Frontage in feet:

E. Access /distance from Main Road:

 (Mention whether it is on main road)

F. Type of Building: (Residential/Commercial/Industrial)

G. Type of Construction

 (Load bearing/RCC/Steel framed)

H. Pillars in premises offered (specify no.)

I. Floor numbers and height of each

 floor including Basement, if any:

 (Clear floor height from floor to ceiling)

**PART C:OTHER PARTICULARS :**

1. Lease period offered
2. Amenities available / proposed:

 (a) Separate electricity meter

 (b) Sanctioned Electrical power/ load

 (c) Car parking facility:

 (d) Continuous water supply

 (e) Water supply facility

 (Municipal supply/Well/Borewell):

 (f) No. of toilets:

1. Whether separate water meter is provided:
2. Whether plans are approved by local authorities:
3. Time required for giving possession:
4. Whether agreeable to provide for rooftop for installation of V-SAT/Solar panels/Tower any other bank’s equipments (YES/NO) :

7. Any other information not covered above:

Place: Signature

Date: (Landlord/Owner)

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone No.\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **CERTIFICATE FROM THE OWNER/S**I/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name) M/s.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name/Company/ Body/Firm) hereby certify that I/we are the owners of the flats/property as described at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Address) and are legally entitled to offer the property on lease/rent the subject flat/property.  |

Further, I / We declare that the information furnished above is true and correct and confirms to the Bank's specifications.

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

Signature of Owner

**DECLARATION**

I/We further declare, confirm and undertake:

1. That the flats/property has clear marketable title and the property is free from all court cases, litigation and is free from any kind of dispute of any nature.
2. That the drafts of all documentation which may be finalized by the Bank and its solicitors/lawyers shall be final and binding on me/us.
3. I/We am/are aware that the Bank is not bound to accept the lowest or any or all the Tenders and will not be required to give any reason for rejecting any Tender.
4. The form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.
5. That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.
6. That there is no mention of any financial details in Technical Bid or anywhere else other than Financial Bid, and that there are no technical and commercial conditions in Financial Bid.
7. That the following documents as per the requirement of the Bank or its solicitors will be provided :
* Sale deed or any other title documents through which the offered flats/property was purchased by me/us earlier.
* All original chain documents pertaining to the flats/property.
* Receipt of payment of latest Society charges, Electricity Bill and any other charges.
* Non-encumbrance Certificate and any other document required for effective transfer of the flats/property to the Bank.
1. My/our offer is open for acceptance for a period of 3 months from the date of opening of technical bids.
2. I/We, the undersigned am/are submitting this offer (in a sealed envelope No.III duly super scribed and as per the directions given in the instructions/tender document) for offering the subject flat by dropping the same in the Tender Box kept at respective controlling office. I am/We are aware that the offers will be opened at 10.30 a.m. on 31.05.2022 and I am/We are invited to be present at the time of tender opening.

**Place:**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

###### SIGNATURE OF OWNER WITH SEAL

Name of the signatory:

**REGIONAL OFFICE, AYODHYA**

**436, Atterdeep Complex, Near Devkali Bypass,Ayodhya-224001**

**OFFER OF PREMISES ON LEASE / RENTAL BASIS**

**FORMAT OF PRICE BID**

With reference to your advertisement in the local dailies/banks Website/e-Procurement Portal dated ---------, I/We hereby offer the premises owned by us for housing your branch/office on lease basis.

**PART A: RATES OFFERED**

Rate per sq.ft. (carpet area) / lump sum monthly Rent:

**PART B : OTHER DETAILS**

1. Amount of Municipal/ Panchayat/ Local Taxes per annum:
2. Monthly Maintenance charges

 (like society charges/charges for amenities, etc):

iii. Any other charges per month:

 (please specify)

iv.Municipal/ Panchayat/ Local Taxes to be borne by: \*

 v. Maintenance charges to be borne by: \*

vi. Any other charges to be borne by: \*

 \* Please mention (landlord or Bank)

**PART C: TOTAL DEMAND (per month)**

1. Rent. : Rs.
2. Municipal/ Panchayat/ Local Taxes : Rs.
3. Maintenance charges : Rs.
4. Any other charges : Rs.
5. Total : Rs.

Place: Signature

Date: (Landlord/Owner)

 Address: \_\_\_\_\_\_\_\_\_\_