



Union Bank Of India, Regional Office, Ashoka Arcade, Gopala Main Road, Shivamogga-577205

PREMISES REQUIRED ON LEASE

Bank requires a well-constructed commercial premises admeasuring 4000 sq ft +/- 10% of carpet area in ready to occupy position/ready to construct in 6 months preferably on Ground Floor within Shivamogga City limits. For details, please visit Bank's website www.unionbankofindia.com or Govt portal www.eprocure.gov.in. Last date for submission of bids is 04-06-2022 upto 4:00 pm. Date and time of opening bids is 04-06-2022 at 5:00 pm.

The bank reserves the right to reject any or all bids without assigning any reasons whatsoever.



NOTICE INVITING TENDER

OFFER OF PREMISES ON LEASE BASIS

Key Information

1. Issue of tender: From 21.05.2022 to 04.06.2022
2. Tenders to be collected from: Regional Office/Downloaded from website
3. Last date of submission of tender : 04.06.2022 by 4:00 pm.
4. Date of opening of tender : 04.06.2022 at 5:00 pm
5. Place of submission of tender : Bank's Regional Office at Shivamogga.
6. Place of Opening of bids: Bank's Regional Office at Shivamogga.
7. Cost of tender document: NIL

Address of RO:-

**1st Floor, Ashoka Arcade, KHB
Colony, Gopala Main Road,
Shivamogga-577205**

Union Bank of India requires a suitable commercial premises for Banking purpose within Shivamogga city limits and invite applications from the owners of commercial space for its Currency Chest Shivamogga.

Location/Place	District	Category	Carpet Area in Sq Ft	Purpose
Shivamogga	Shivamogga	Urban	4000 +/- 400	Currency Chest Shivamogga

- 1) Prospective bidders/landlords holding ownership or absolute power to negotiate on behalf of owners may download Technical Bid and Price Bid formats from the website/portal.
- 2) The bid formats can also be collected from our office at the address given below.
- 3) The offer of premises along with the Technical bid, Price Bid and Acceptance of terms of conditions should be submitted at following address:-

Regional Office, Union Bank of India, 1st Floor, Ashoka Arcade, KHB Colony, Gopala Main Road, Gopala, Shivamogga-577205

- 4) The bids should be submitted in separate envelopes as follows:-
 - a) **Envelope 1** : Consisting of Offer letter, Technical Bid and Terms and conditions along with proof of ownership (Latest Tax receipt of property or electricity bill or any other document)
Envelope 1 should be super scribed as “Technical Bid for Premises for Union Bank of India”
 - b) **Envelope 2: Commercial Bid** - super scribing as “Commercial Bid for Premises”
 - c) Both envelope should be in sealed condition.
 - d) Envelope 1 and Envelope 2 should be put in a Large Envelope and super scribed as “Tender for Premises for Union Bank of India”.
- 5) Last date for submission is on 04-06-2022 by 4:00 pm
- 6) The bids will be opened on 04-06-2022 at **5:00 pm** at the above address. The bidders/owner/representative may choose to present at the place at above address and time.
- 7) If the bid is submitted other than the location mentioned at para (3) above or bids received after the time mentioned under para (5) will not be accepted. Bank will not be responsible for any postal delay or delay due to any other issues.
- 8) No brokers or intermediaries are allowed to submit the bid or to present for bid opening.
- 9) Bank reserves its right to accept or reject the offers without assigning any reasons whatsoever.
- 10) The premises preferably should be in ready to occupy position. Properties under construction or properties with incomplete construction which can be completed in maximum period of 6 months are also eligible.

- 11) As the premises is to be utilized for opening of Currency Chest, there are certain technical specifications which are to be adhered to during the construction Strong room/Vault Area by the landlord inside the premises. Please refer Annexure “B” for the Technical specifications criteria.
- 12) During the construction of the Strong room/Vault area, the premises will be visited by RBI officials as well as officials of the Bank. Landlord should be agreeable to any modifications proposed in the constructed premises by the visiting officials.
- 13) If the owner/offerer has more than one projects/premises to be offered at different locations, separate tenders has to be submitted for each of the locations.
- 14) Further communications, corrigendum, and amendments, if any, will be hosted in Bank’s website only.

REGIONAL HEAD

Note: The details of tender are published in the Bank’s website www.unionbankofindia.com and Central Public Procurement portal www.eprocure.gov.in

Tender for Commercial Premises to Union Bank of India - Terms and Conditions

1. Landlords are required to read the terms and conditions and have to submit the acknowledgement for acceptance of terms and conditions for our record.
2. Legal opinion should be submitted to ascertain that the owner has clear and marketable title over the premises.
3. Approved plan and occupation certificate /commercial License for the building from the Local authority should be submitted for our records.
4. Permission for Commercial use of the property to be submitted.
5. Undertaking to be provided by the landlords for payment of misuse charges if any levied by municipal authority.
6. Joint measurement of the premises shall be done and rent will be paid for the carpet area of the premises as per joint measurement certificate and the same will be a part of lease deed.
7. Exclusive parking should be provided for Currency Chest Vehicles at the premises without additional cost.
8. Landlord to provide space for the display of Bank's signage/Electronic board at the prominent place of the premises.
9. Landlord to provide space at rooftop or any other space in the same building if rooftop is not available, for installation of v-sat /alternate connectivity tower/solar panels etc without any extra charge.
10. Landlord to construct Strong Room/Vault Area having minimum area of 1500 sq ft inside the premises as per the Technical Specifications mentioned in Annexure "B" under the architectural plan and supervision of one of the Bank's Empanelled Architects
11. Landlord to provide RAMP for PWD (persons with disability) at office.
12. Landlord to provide separate toilet for ladies & gents along with sinks as per Bank's architect recommendations. Only Branded items as approved by Bank to be used for eg. Hindware, Kohler, Parryware etc
13. Landlord to provide sufficient number of lighting and fan points at the premises. There should be sufficient provision for installing Air Conditioner and Generator set by the Bank. Any alterations required for such installations shall be borne by the landlord.
14. Landlord to provide separate electricity meter with sufficient power load required for the Bank
15. Landlord to provide for uninterrupted water connection and a separate meter to be provided. Periodical cleaning of water tank/s to be undertaken by the Landlord.
16. Lease deed to be executed for minimum period of 15 years with exit clause without any lock-in period.
17. Rent shall be paid after execution of the lease deed and giving possession of the premises.
18. Landlord should quote the GSTIN of the bank (as provided by the RO) in all the invoices raised to enable the bank to claim input tax credit.
19. Timely maintenance/renovation of premises to be done & expenses to be borne by the landlord.
20. In case of any unforeseen events leading to requirement of general maintenance of the premises such as leakages, water logging at the premises including basement, blocking of drainage etc. to be carried out by the landlords.
21. Undertaking to be submitted that the landlord shall service monthly Bank dues if any to the lending Bank/Institution of the leased premises in time, failing which if any demand from the lending bank / Institution will come to our Bank, Bank has right to remit the net rent amount only to the lending Bank / Institution during the current of lease period if applicable.
22. Lease deed should be registered and cost of registration shall be on sharing basis.
23. Municipality Taxes and cess shall be borne by Landlord and Landlord shall undertake to comply with the rules and guidelines of municipality related to structure.

I Landlord of premises at has offered my commercial premises to Union Bank of India and agreed to the above terms and conditions.

Landlord Name

Landlord Signature

Annexure B

Technical Specifications for Construction of Currency Chest Strong Room/Vault by the Landlord

<u>S.No.</u>	<u>Specifications</u>	<u>Requirement as per Bank Policy</u>
1.	Internal clear usable area without obstructions and height of Vault Area	Area: Minimum 1500 Sq ft Height: 3000 mm
2.	Wall Thickness	Minimum 450 mm
3.	Floor & Roof Thickness	Minimum 450 mm
4.	Concrete Mix	Minimum M50 standard
5.	Iron Bar diameter	Minimum 18 mm
6.	Steel grid in walls, floor & roof	Mesh to be made by placing and tying rebars at 200 mm * 200 mm c/c both ways; once such mesh placed staggered on both the faces of each wall, floor and roof, in such a manner so as to make less than 100 mm * 100 mm c/c through openings.
7.	Twisted tang bars laid with staggered joints and 25 mm overlap	Minimum 2 Rows in Walls 2 Layers in Floor 2 layers in Roof
8.	Surveillance passage/Patrol Corridor	1150 mm Minimum for Front & Back 750 mm Minimum for Sides
9.	Heating Ventilation and Air Conditioning Arrangements	To be provided through plenum chamber attached to manhole/emergency door

NOTE 1: Construction shall be done in strict adherence to the design provided by the Empanelled Architect of the Bank & as per RBI specifications subject to minimum requirements given above for achieving burglary resistance against attack by common hand-held/picking/portable electric/hydraulic/ concrete cutting/drilling tools, pressure applying devices, power saws etc, fire resistance against gas cutting torch, fluxing rods etc, fire hose stream reheat endurance against exposure to major fire and fire fighting stream/jet etc.

NOTE 2 : In case Bank is not the tenant of upper floor, there should be surveillance area of minimum 2 feet between the roof floor of the Currency Chest and Upper floor of the premises. So, landlord should keep this height requirement in mind while applying for the tender proposal.

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
 - A. Carpet Area of the premises(in sq.ft):
Whether ready to offer area as required by Bank?

	Dimension(LxWxH) in feet	Carpet Area(Sq.Ft)
i. Hall		
ii. Toilet/Washrooms		
iii. Strong Room, if any.		
- B. 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:

3. Whether separate water meter is provided:

4. Whether plans are approved by local authorities:

5. Time required for giving possession:

6. 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._____

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

i. Amount of Municipal/ Panchayat/ Local Taxes per annum:

ii. 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)

I. Rent. : Rs.

II. Municipal/ Panchayat/ Local Taxes : Rs.

III. Maintenance charges : Rs.

IV. Any other charges : Rs.

V. Total : Rs.

Place:

Signature

Date:

(Landlord/Owner)

Address: _____

Phone No. _____