

Union Bank of India
क्षेत्रीय कार्यालय/ Regional Office ब्रह्मपुर/ Berhampur
Gayatri Central Plaza, Zanana Hospital Road, Near Tata Benz Square, Berhampur, Odisha - 760001

NOTICE INVITING TENDER
PREMISES REQUIRED ON LEASE FOR KESHPUR BRANCH

Union Bank of India requires well constructed commercial Premises on lease for its branch at below mentioned place:

Place	District	State	Desirable Carpet Area (sq. ft.)
KESHPUR, At & Po : KESHPUR Name of Block : Khallikote District : Ganjam, Pin Code : 761029	Ganjam	Odisha	1200 \pm 10%

Basic Requirements:

1. Preferably at Ground Floor with carpet area as mentioned above.
2. Two toilets (Gents/Ladies) should be provided within the premises.
3. A separate electric meter in the name of the bank with three phase power connection.
4. 24 hours continuous water supply.
5. Vitrified tiles flooring should be provided for the premises as per bank's specification.
6. Space for installation of dish antenna/solar panel/any other bank equipment on the top of the building at no additional cost.
7. The landlord will carry out all the structural modifications and improvements required in the premises at his own cost. Such modifications/improvements may include closure of ducts, basement, any other opening of the premises which may need to be closed from security point of view.
8. The landlord to provide Strong Room, with following specifications at his own cost
 - a) Strong Room height - 9ft
 - b) Wall thickness - 300mm
 - c) Floor/roof thickness - 300mm
 - d) Concrete mix for construction of wall, floor and roof should confirm to M20 minimum.
 - e) Reinforcement steel bar - 12mm
 - f) Reinforcement grid mesh in mm - 150 x 150 x 150 CTC
9. Sufficient parking space for staff vehicles, Customers .
10. Landlord to construct ATM room as per banks specification with separate opening and closing which will be part of premises and no separate rent/service charges will be charged for installation and construction of On Site ATM/e-lobby in premises.

11. Clear title of the land & building and permission for utilization of building for commercial use from the competent authority and any other permission from local body/govt. Bodies as applicable.

12. The lease period and rent enhancement criteria will be as per Bank's guidelines.

13. All the municipal taxes/property taxes present and future will be borne by the landlord and latest receipts to be provided on demand.

14. In case landlord has availed any loan against mortgage of the land and/or building "No Objection Certificate" to be produced from the mortgagee along with the clear mention that in the event of demands from the mortgagee for remittance of rent directly to them, the owner will not have any objection,

15. Construction of building should be strictly as per "site plan" approved by local administration/competent authority and same to be produced on demand.

16. The landlord should have obtained NOC from local/govt bodies as applicable (e.g. Fire Department).

Applicants are to submit the offer for the properties which are in ready possession. The offerer has to get three envelopes ad marked the envelope as I, II & III. Usage of the envelopes will be as under:

Envelope marked as I: Financial (Price) bid be put in this envelope and sealed. This envelope will be superscribed as Financial (Price) bid. The envelope will be opened if the offerer is found suitable for fulfilling the requirements stipulated by Bank.

Envelope marked as II: Technical bid, duly completed in all aspects, be put in this envelop and sealed. The envelope will be superscribed as "Technical Bid"

Envelope marked as III: The above two sealed envelopes No. I and II be placed in this envelop and sealed. The envelope marked as no III would be superscribed as "Offer for premises on Leased/Rental basis for _____ (Place for which bid is being submitted).

Above duly filled in and sealed and superscribed tender envelopes must be submitted at Regional Office, Berhampur on or before 3 P.M by 01.07.2022.

The technical bids will be opened on 01.07.2022 at 4PM at Regional Office, Berhampur in the presence of tenderers/their representative. Even if representatives are not present the tender will still be opened on the date and time specified as above. All tenderers are advised in their own interest to present on the date at the specified time. Cost of tender document is Rs. 1000/- (One Thousand Only) (Non - Refundable) and amount of Rs. 10000/- (Rupees Ten Thousand Only) (Refundable) towards Earnest money deposit. Cost of tender.

EMD to be deposited as DD (no interest will be paid on EMD) in the name of "Union Bank of India" payable at Berhampur. No cheques shall be accepted. Bank reserves the right to reject any tender without assigning any reasons whatsoever. Canvassing in any form will disqualify the tender. No brokerage will be paid.

REGIONAL HEAD

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. _____