

Union Bank Of India, Regional Office, Kozhikode
1st Floor K.S.H.B Complex Vikas Nagar
Chakarothukulam , East Hill Road , Kozhikode 673 006

NOTICE INVITING TENDERS

Union Bank of India requires well-constructed commercial premise admeasuring 1400 S.ft +/- 10% carpet area in ready possession for our Mattannur Branch, Kannur District (with in 1 KM away from existing Branch premises) in ground floor. Area of premises should be neat and clean with continuous water supply and in safe & secure location. Our requirement for aforesaid office is as under:

- Carpet Area required is 1400 Sq. Ft. ($\pm 10\%$).
- The period of lease shall be for a minimum period of 10 years.
- Bank will be at liberty to vacate the premises at any time during the pendency of lease by giving three months' notice in writing, without paying any compensation for premature termination.
- Parking with adequate space earmarked for staffs and customers.
- Landlord must construct Strong room as per the architectural plan and supervision of the Bank's empanelled architects.
- A partition wall will be provided inside the strong room segregating the locker room and cash room.
- Separate toilet facility should be provided for Men & women within the premises.
- Clear title of the land and permission for utilization of building for commercial use from competent authority. In case the landlord has availed any loan against mortgage of land and /or building No Objection Certificate to be produced from the mortgagee.
- Covered drainage system.
- Building must be in accordance with state's fire safety norms (overhead and underground tanks, fire alarm system, hydrant system, emergency exit etc.)
- Electrical supply having separate meter catering prescribed load as per bank requirement.
- Area must be having broad band facility and good mobile connectivity.
- Building must have pest control measures in place for protection from termites and mosquitoes etc.
- All taxes (house tax/property tax/water tax etc) are to be borne by the landlord.
- No escalation of rent should be considered during the currency of lease after lease terms are agreed to or after our occupying the premises.

- Continuous water supply will always be ensured by providing overhead tank and necessary taps. Wherever necessary separate water meter and electric motor of required capacity will be provided.
- Space for fixing Bank's sign board will be provided
- Electrical supply having separate meter catering prescribed load as per bank requirement, other required electrical facilities and additional points (lights, fans, power) as recommended by the bank will be provided.
- Space for fixing network pole on roof top of the premise for the network connection, if required.
- All windows will be strengthened by grills with glass and mesh doors.
- A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.

Interested individuals /firms/ companies may obtain the application forms on payment of Rs.500/- (non-refundable fee by way of PO/DD favouring Union Bank of India payable at Kozhikode during the working hours from 20-07-2022 to 08.08.2022 by visiting the above address or download from the website www.unionbankofindia.co.in and www.eprocure.gov.in.

The application forms downloaded from the websites shall be accompanied with Pay Order / Demand Draft amounting to Rs.500/- (non-refundable) favouring Union Bank of India, payable at Kozhikode. The last date for submission of the completed forms is 09.08.2022 at 3:00 PM. The forms to be submitted at above address of Regional Office, Kozhikode only.

APPLICATION FORMS ARE COMPRISED OF TECHNICAL BID AND PRICE BID. PROSPECTIVE APPLICANTS ARE ADVISED THAT BOTH THE SEPARATELY SEALED COVERS OF TECHNICAL BIDS AND PRICE BIDS SHOULD BE PUT IN A SINGLE COVER, ADDRESSED TO UNION BANK OF BANK, REGIONAL OFFICE, KOZHICODE (SUPER -SCRIBED OFFER FOR LEASE PREMISES OF MATTANNUR BRANCH).

The duly filled application must be dropped in the tender Box placed at Regional office, Kozhikode on or before 09.08.2022 up to 3.00 PM. The technical bids will be opened on 09.08.2022 at 3.30 PM at Regional office, Kozhikode in the presence of the tenderer/Bank's Representatives. All the tenderers are advised in their interest to be present on the date at specified time. Offers from Brokers/intermediaries will not be entertained as Bank does not pay brokerage/commission. Union Bank of India reserves the right for rejecting any or all applications received without assigning any reasons whatsoever.

FORMAT OF TECHNICAL BID

OFFER OF BANK'S PREMISES ON LEASE/ RENTAL BASIS

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 along with 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 (Minimum period of 10 years) :

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 equipment's (YES/NO) :

7. Any other information not covered above:

Place:

Date:

Signature

(Landlord/Owner)

Address _____

Phone No . _____

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 Name)

Address: _____

Phone No. _____