

**REGIONAL OFFICE, AMRAVATI**  
**1st Floor, “Ayur Mall”, Near Vidharbha Ayurvedic College Campus,**  
**Dastur Nagar, Amravati-444607**

Phone No: 0721-2450411 / 412

**Notice Inviting Tenders**

Union Bank of India requires well-constructed / under construction commercial premise for shifting Akola Main branch preferably on ground floor, non-congested, at Akola (Near to existing branch) area on urgent basis. 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 **1700 Sq. Ft. (±10 %)**.
- Parking with adequate space earmarked for staffs and customers.
- 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 (over head 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.

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 Amravati during the working hours from **14.07.2022 to 04.08.2022** by visiting the above address or download from the website [www.unionbankofindia.co.in](http://www.unionbankofindia.co.in) and [www.eprocure.gov.in](http://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) favoring Union Bank of India, payable at Amravati. The last date for submission of the completed forms is 04.08.2022 at 3:00 PM. The forms to be submitted at above address of Regional Office, Amravati 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, Amravati (SUPER -SCRIBED OFFER FOR LEASE PREMISES OF AKOLA MAIN BRANCH).**

The duly filled application must be dropped in the tender Box placed at Regional office, Amravati on or before 04.08.2022 up to 3.00 PM

The technical bids will be opened on 05.08.2022 at 11.00 AM at Regional office, Amravati 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.

## OFFER OF BANK'S PREMISES ON LEASE/ RENTAL BASIS

### 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 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.  
Indicative Formats

- 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.\_\_\_\_\_

Kindly submit following documents with Technical bid

1. Copy of Aadhaar Card & Pan Card
2. Latest Electricity Bill
3. Latest tax receipt
4. Proof of property belongs to landlord i.e. Sale deed, Gift deed etc
5. Plan & approval if available
6. Few photographs of the premises offered.

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

**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. \_\_\_\_\_