



Zonal Office

Para Bazar, M.G.Road, RAJKOT-360 001

Tel No. (0281) 2233910, 2228020, 2238293, 2227834

e- Mail : zo.rajkot@bankofindia.co.

REQUIREMENT OF PREMISES

Offers in two separate sealed covers containing technical details and financial details respectively are invited from interested parties, who are ready to lease out their readily available premises meeting the following conditions:

- 1 The constructed premises & ground floor will be given preference .
- 2 It should be located on the main road with minimum frontage of 20 feet.
- 3 It should have sufficient parking space for staff and customers.
- 4 There shall be a clear Hall with minimum number of pillars in between.
- 5 Construction should be new and quality of construction should be good.
- 6 Electricity and water facility should be available.
- 7 Landlord shall submit NOC for enhancement of power load as per requirement of the Bank
- 8 Flooring shall be done by the landlord as per requirement of the Bank
- 9 Two separate toilets, for ladies and gents, should be constructed by the landlord as per the requirement of the Bank
- 10 Internal painting shall be done by the landlord
- 11 Provision of main entrance with glass door of 6ft.X 8ft.(Length X Height) fitted with grill and collapsible gate.
- 12 Premises must have clear titles.
- 13 If property is on lease, copy of lease deed should be enclosed with Technical Bid

For our

(1) Manavadar (2) Wankaner (Saurashtra) (3) Chotila (4) Halvad (5) Rajula

on long term lease basis, preferably for 15/20 years or more. The approximate carpet area of premises should be 1000-1500 sq.ft. excluding toilets area which would be provided by landlord. The cover containing technical details should be marked Envelope No.1 and superscribed with 'TECHNICAL BID' and the cover containing financial details should be marked Envelope No.2 and superscribed with 'FINANCIAL BID'. Both these covers duly sealed should be put in a 3rd cover superscribed with '**Offer of Premises for Bank of India at (1) Manavadar (2) Wankaner (Saurashtra) (3) Chotila (4) Halvad (5) Rajula or nearby branch of Bank of India (Name of the Branch)**' and it should also bear the name and address/Phone No. of the offeror. The 3rd cover duly sealed should be addressed to the Zonal Manager, Rajkot, Zonal Office and submitted as detailed hereunder.

The offer as above should be submitted in Bank's prescribed format only, which may be obtained from **Bank of India, Zonal Office, 1st Floor, Para Bazar, M.G.Road, Rajkot-360 001 during working hours upto 28.03.2010** or can be downloaded also from the Bank's website (www.bankofindia.com). The Bank reserves the right to accept/reject any/all offers without assigning any reason whatsoever **and is also "Subject to approval / authorization by RBI"**. No Brokerage will be paid by the Bank. The last date for submission of offer as stated above is 29.03. 2010 at Zonal Office.

Please note that the area of premises will be calculated as per 'Carpet Area'. Offerors are advised to ascertain carpet area before offering the premises.

While filling the quotation forms, please ensure to follow below mentioned instructions :

- (a) Fill-up all the information asked for in the enclosed form itself.
- (b) Do not quote rent anywhere in Part I of the form.
- (c) In case you desire to stipulate any term & condition, the same should be mentioned in Part-I separately.

**ZONAL MANAGER
RAJKOT ZONE**