



Pune Zone
Bank of India Pune Zonal Office, 1162/6, Near Observatory, Ganeshkhind Road, Shivajinagar,
Pune-411005,

Tel: 25535455 / 403 / 408 Fax: 25531312

e-mail: Pune.CSD@bankofindia.co.in

Ref No.PZO/CSD/AD/2021-22/228

Date: 13-10-2021

ADVERTISEMENT
REQUIREMENT OF PREMISES FOR OUR AMANORA PARK BRANCH

Offers in two separate sealed covers containing technical details and financial details respectively are invited from interested parties, who are ready to lease their **readily available premises** at a prominent location and on **Ground Floor only and** preferably on **main road** with adequate parking facility. The details of center and carpet area required for premises are as under:-

Sr. No.	Name of center	Taluka	District	Category	Approx. carpet area required	Last Date of Submission
1	AMANORA PARK TOWN	HAVELI	PUNE	SEMI-URBAN	1500 Sqft.	28.10.2021

The bidder to ensure to provide following Documents in the “Technical Bid”:-

1. Attach photograph of offered premises.
2. Copy of Title Deeds, Completion Certificate, Map and lay out of building with pillars.
3. Location map.
4. Copy of Electricity Bill.
5. Signed KYC Documents of the owner (PAN Card & ADHAAR Card).
6. Copy of Power of Attorney holder (if POA is applying for the tender).

Bidder are also advised to keep in mind the following salient aspects before filling up the tender application:-

1. 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 located in AMANORA PARK TOWN, HAVELI, PUNE for opening of our Branch Premises/ new E-gallery/ATM (approx. carpet area of about **1500 sqft**) on the Ground Floor on long term lease basis, preferably for 15 years or more. Based on layout and type of spread of space minor deviation in area of premises will be under Bank's discretion.
2. Premises will be taken only on the Carpet area basis. Bids quoting rates on the basis of Built up/Super-Built up area are liable to be rejected.
3. Vitrified tiles flooring shall be done by the landlord inside the branch premises. Owner shall

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provide rolling shutter with central lock embedded besides, side lock and collapsible gate at his own cost .Internal painting shall be done by the landlord .Two separate toilets, for ladies & gents should be constructed by the landlord as per requirement of the bank inside the proposed premises. **There should be provision of concrete ramp (at least 1 meter wide) at the entrance of the premises to facilitate entry of persons with disability (or Senior Citizen) inside the Bank.**

4. There should be descent parking facility adjacent to premises. Also about 3'x3' space in ground by building Side, should be provided free of rent for Bank's arranging earthing work. Frontage of premises should preferably be around 25 feet with around 15 feet- 20 feet opening provision and clear ceiling height of about 9 feet to 10 feet.
5. **Lease deed to be executed as per banks format and the same has to be registered by sharing the expenditure in between the bank and the owner only 50:50 basis** .Rent will be paid on the carpet area i.e Built up area minus area occupied by passages, pillars ,stair case, toilet ,strong room walls after measuring carpet area by the Bank's architect in presence of branch manager and the landlord.
6. A certificate in respect of completion of the required civil work will be provided by the Banks engineer/ appointed architect before taking possession of the premises for deciding the date of release of the rent in full or in parts as the case may be.
7. **The owner will arrange the required power load of about 25-30 KW (3 Phase Connection)**. Necessary liaison work should be done by Landlord with the electricity authority to get connection in time. The Bank will pay the cost of power consumed, calculated on actual basis. The owner will bear electric & water supply bill during the execution of the furnishing works by the bank, if required. Bank will not bear any expenses/cost for new connection of electricity or water.
8. If the premises is selected, **landlord shall construct strong room as per RBI Specifications at his own cost as per requirement & specification of the bank** (tentative expenditure of Strong Room is Rs.3,000/- per Sqft. and area of Strong would be approx. 150 to 200 Sqft).For this work **from landlord** and refurbishing/interior furnishing work **from Bank** **an initial rent free period of 2 months must be given in lease deed.**
9. **The building plan should be approved for commercial purpose /commercial license of the said premises should be available** .The owner should have legal rights to lease out the premises to the Bank and submit the relevant paper along with technical bids such as title deed /sanctioned map during the submission of tender document.
10. Bank is not bound to rectify any sort of defects/breakage etc arising out of shifting of construction material, Lockers,Safes Door etc to its premises.
11. No extra /additional rent for the ATM will be given if the ATM is situated within acquired premises.
12. If required, permissions from the concerned Govt. authorities (i.e police, Local Administration etc) for executing the furnishing work which may be carried out day &night & on holidays has

to be arranged by the owner himself.

13. NOC for commercial utilization must be provided by the owner to the bank at the earliest from the concerned authority at his own cost & expenditure.
14. **Proper air conditioner outdoor machine space and Proper signage space having maximum visibility & as per the banks' requirement has to be provided by the owners at no extra cost in any manner.**
15. After opening of "Technical Bid" and inspection of premises by Banks official/Technical Person, if required, Bank may ask for **Structural Stability Report** (to verify the load bearing capacity of the building for keeping Banks locker, Gold Safe ,Cash Safe, Construction of Strong Room on slab etc) of the Premises form the respective landlord, certified by Bank's empanelled architect. However the cost of structural stability report (i.e. architectural fees) is to be borne by the landlord.
16. **Space for installation of VSAT Antenna and/or RF tower/Connectivity Device at suitable place on the terrace of the building is to be provided by the landlord without any extra rent/cost.**
17. Bidder whose premises is finally selected after opening of financial bid, has to produce **Title Search Report from Bank's paneled advocate, the cost of which(i.e. Advocate fees) will be borne by landlord.**
18. All taxes [present or future along with escalations], of branch premises i.e. for Bank occupied portion, will be borne entirely by the landlord. **Bank will only bear GST on rent, if applicable.**
19. Landlords / the power of attorney holder should submit offer directly **and not through Brokers.** Bank will communicate only with landlord or with his Power of Attorney holder.

Guidelines to Bidder for Regarding Application of Tender:-

The cover containing technical details should be marked **Envelope No.1** and super scribed with '**TECHNICAL BID**' and the cover containing financial details should be marked **Envelope No. 2** and super scribed with '**FINANCIAL BID**'. Both these covers duly sealed should be put in a **3rd** cover super scribed with, '**Offer of Premises on lease basis for Bank of India at AMANORA PARK TOWN Dist. PUNE (Location)**' 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, Bank of India, Pune Zone** at the above address and submitted as detailed hereunder.

The offers as above should be submitted by the owner or his power of attorney holder in Bank's prescribed format only (enclosed herewith), which can be downloaded from bank's website or may be obtained from Bank of India, Pune Zonal Office,1162/6, Ganeshkhind Road, Near Observatory, Pune-411005 Tel. Nos. 25535455/403/4087 & also from our



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Hadapsar branch between 10.30 a.m. to 5.00 p.m. (on working days) from **13.10.2021 to 28.10.2021. Other than stipulated format, will not be acceptable.**

The sealed offers will be received at above address by our Corporate Services Department between 10.30 a.m. to 5.00 p.m. (on working days). **The last date for submission of tenders is 28th October 2021 up to 5.00 p.m.**

The technical bids will be opened in our office at the above address on 29th October 2021 at 4.00 p.m. All the bidders are requested to remain present for opening of the technical bids. **The shortlisted bidders on opening of technical bids and after inspection of premises, shall have to deposit Earnest Money (Refundable) of Rs. 20,000/- by means of Demand Draft/Pay Order only favouring "BANK OF INDIA", to qualify for opening of financial bid.** Financial bids will be opened in the presence of the bidders/their authorized representatives. The Bank may forfeit the earnest money of the lowest bidder, if the bidder withdraws from the bid. The Bank reserves the right to accept/ reject any/ all offers without assigning any reason whatsoever. **No Brokerage will be paid by the Bank.**

ZONAL
MANAGER
PUNE ZONE

Bank of India Pune Zonal Office, 1162/6, Near Observatory,
Ganeshkhind Road, Shivajinagar, Pune- 411005

Tel: 25535455 / 403 / 408 Fax: 25531312 e-mail: Pune.CSD@bankofindia.co.in

Ref.No.PZO/A&S/PDL/2020-21/343

13.10.2021

To,

Dear Sir,

**Requirement of Premises for our
AMANORA PARK TOWN Branch**

1. Please refer to our newspaper advertisement in **Financial Express and Loksatta of 13-10-2021** regarding above referred matter.
2. You are requested to submit your offer in enclosed quotation forms in two separate sealed covers. Please ensure to submit the same to our Office on or before **28th October 2021 up to 5.00 p.m.**
3. 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 rate anywhere in TECHNICAL BID/ PART I of the form.**
 - c) In case you desire to stipulate any term and condition, the same should be mentioned in **TECHNICAL BID/ PART I** separately
 - d) Each part should be kept in a separate cover and 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 super scribed with 'FINANCIAL BID'. Both these covers duly sealed should be put in a 3rd cover super scribed with "**Offer of Premises for Bank of India Branch at AMANORA PARK TOWN Dist. Pune (Location)**" and it should also bear the Name, Address and Telephone No. of the offeror. The 3rd cover duly sealed should be addressed to the Zonal Manager, Pune Zonal Office and submitted before the last date mentioned above and should indicate offer of premises on lease basis on the top of the cover.
4. Please note that Quotation submitted in any other format/paper will not be entertained, by the Bank and such offers will be liable for rejection. **Bank reserves the right to accept any offer and reject any/all offers without assigning any reason thereof. No brokerage will be paid by the Bank.**

Thanking You,

Yours faithfully,

(S V Kulkarni)
DY. ZONAL MANAGER

PREMISES FOR PROPOSED BRANCH AT AMANORA PARK

QUOTATION FORM PART – I (Technical Bid)

The Zonal Manager,
Bank of India,
Pune Zone.

Dear Sir,

The details of premises, which I/We offer to lease to the bank are as under:

- 1) Name of Owner/s :
- 2) Share of each owner, if any,
under joint ownership
- 3) Location:
 - a) Name of the building
 - b) Number and Street
 - c) Ward/Area
- 4) Building:
 - a) Type of Building :
(Residential/Commercial/Industrial/Mixed)
 - b) Type of Construction :
(Load bearing/RCC/Framed structure)
 - c) Clear floor height from floor to ceiling :
 - d) Carpet Area offered to Bank (in sq.ft.)

Ground Floor : _____

Total Area : _____

e) Specification of Construction

- 1) Floor
- 2) Roof
- 3) Walls
- 4) Doors & Windows
- 5) Are M.S. Grills provided to Windows? Yes/No

: 2 :

- | | |
|--|--------|
| f) Running Water facility available | Yes/No |
| g) Sanitary facilities available | Yes/No |
| h) Electrical supply with separate meter available | Yes/No |
| i) Parking facility | Yes/No |

I/We, agree to execute Lease Deed in Bank's standard format or any other format acceptable to the Bank.

I/We, also agree as under:-

1. Construction of Strong Room/any other civil work such as ladies and gents toilet, pantry, e-lobby etc as per requirement of the bank at our cost and after obtaining necessary permissions from concerned authorities.
2. To arrange 3 phase electric connection with sanctioned load of 25-30 KW or as per requirement of bank to the premises.
3. If our premises is shortlisted on opening of technical bids and after inspection of premises, we agree to deposit Earnest Money (Refundable) of Rs. 20,000/- by means of Demand Draft/Pay Order favouring "Bank of India" to qualify for opening financial bid. We also agree that Bank may forfeit the said Earnest Money Deposit, if we withdraw from the bid on selection as lowest bidder.
4. Bear 50% the cost of execution and registration of Lease Deed.
5. Bear all taxes/ cess, present and future(including related escalation) related to premises (GST on rent to be borne by bank).
6. To arrange 3 phase electric connection with sanctioned load of 25-30 KW or as per requirement of bank to the premises.

****Non consent to any of the above conditions will make the offer invalid**

My/our offer will be valid for next **six months** from the date of offer.

Place :

Date :

Signature of the owner / s

Name:

Address:

Telephone No.:

Mobile . No.

Email address:

PREMISES FOR PROPOSED BRANCH AT AMANORA PARK QUOTATION

FORM PART – II (Financial Bid)

The Zonal Manager,
Bank of India,
Pune Zone.

Dear Sir,

I / We offer to lease my / our premises located at _____

_____ (other details of which are
given in Part –I) at following rate:-

Type of Floor (Ground Floor)	Carpet Area In Sq.ft.	Rate Per Sq.ft. (Rs.)	Total Rent p.m. (Rs.)

I / We agree to :

- i) Execute Lease Deed in Bank's Standard Format : YES / NO
- ii) Bear the cost of execution and registration of Lease Deed : YES / NO
- iii) Bear all the taxes and cesses related to the premises : YES / NO
- iv) To lease the premises in favour of bank for _____ years with options of _____ years each with ____% of increase in rent at each option.

Do you require loan for construction of premises/building : YES / NO

If yes, then: Estimated cost of construction : Rs. _____

Loan amount required : Rs. _____

Any other terms and conditions (please specify):

My / Our offer will be valid for next **six months** from the date of offer.

Place :

Signature of the owner/s

Date :

Name: _____

Address: _____

Telephone No. _____

Mobile No. _____