

**WEB SITE ADVERTISEMENT**

**REQUIREMENT OF PREMISES FOR DHANBAD  
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 (Between Dhansar More to Bank More) on **Ground floor/First floor only** with adequate parking facility. The details of center and carpet area required for premises are as under:-

SNo	Name of location	District	Category	Approx. carpet area required
1	Between Dhansar More to Bank More	Dhanbad	METRO	2500 sq ft (+ 10%) with adequate parking.

The bidder to ensure in the "Technical Bid" to provide following :-

1. Attach photograph of offered premises.
2. Copy of Title Deeds and Map and Lay out of building with pillars.
3. Location map
4. **Vitrified floor tiles & any other civil work as per requirement of Bank within stipulated period at owner cost.**
5. To provide sufficient space on the roof/terrace of the building for installation of V-sat/Radio Frequency Tower/Glow Sign Board at owner cost, without any additional rent.
6. To arrange 3 phase Electric connection with required power load on owner cost.
7. Bank reserves the right to select the premises based on its suitability and requirement.
8. Bank will not abide to accept the lowest quoted rent considering other parameters.
9. Bank reserves the right to reject any or whole of the bid without citing any reason.

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 **3<sup>rd</sup> cover** super scribed with, **'Offer of premises on lease basis for Bank of India Dhanbad Branch** and it should also bear the name and address/phone no of the offeror.

The **3<sup>rd</sup> cover** duly sealed should be addressed to **The Zonal Manager, Bank of India, Dhanbad Zone (General Operations Department)** at the above address and submitted as detailed hereunder.

The offer as above should be submitted in Bank's prescribed format only, which can be downloaded from **Bank's website** or may be obtained from Bank of India, Zonal Office, Bank More, Dhanbad, on above address, between 10.00 a.m.to 4.00 p.m. (on working days) from 16/02/2021 to 09/03/2021.

The sealed offers will be received at above address by our Administration & Services Department between 10.00 a.m. to 4.00 p.m. (on working days). **The last date for submission of tender is 09/03/2021 up to 4.00 p.m.**

**The Technical Bids will be opened in our office at the above address on 10/03/2021 at 3.00 p.m.** All the bidders are requested to remain present for opening of the technical bids. The bidders have to deposit Earnest Money (Non-Refundable) of **Rs 5,000/-** by means of **Demand Draft/Pay Order** only favoring **"BANK OF INDIA"**, along with **Technical Bid. No Brokerage will be paid by the Bank.**

**Zonal Manager  
Dhanbad Zone**

**PART-I (TECHNICAL BID)**

The Zonal Manager,  
Bank of India,  
Dhanbad Zone.

Dear Sir,

The details of premises, which I/We offer to lease to the Bank is 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.)

Basement Floor	_____
Ground Floor	_____
Mezzanine/First 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.

I/We, also agree as under:-

1. Construction of any other civil work such as vault room, ramp, Ladies and Gents Toilets, Pantry, vitrified floor tiles, etc. as per requirement of the bank at our own cost and after obtaining necessary permissions from concerned authorities.
2. To arrange 3 phase electric connection with power load as per requirement of bank to the premises.
3. To provide sufficient space on the roof/terrace of the building for installation of V-sat/Radio Frequency Tower/Glow Sign Board at our own cost.

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 :

E-mail address :

Encl : Plan of premises, Copy of O.C, Permissions, NOC set from the concerned authorities with details as given below.



**PART -II (FINANCIAL BID)**

The Zonal Manager,  
Bank of India,  
Dhanbad 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	Carpet Area (in sq. ft.)	Rate (Rs. per sq. ft.)	Total Rent (Rs. per month)
Basement			
Ground			
Mezzanine/First			

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.

Any other terms and conditions (please specify):

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. \_\_\_\_\_