

**BANK OF INDIA      (PREMISES DEPARTMENT)      BHOPAL ZONE**

**REQUIREMENT OF PREMISES**

Detailed notification inviting offers for alternate premises for shifting of our Nasrullanganj Branch within 1 Km radius from the existing branch premises is available on our web site [www.bankofindia.co.in](http://www.bankofindia.co.in). Prescribed format for submission of offer may be obtained from our Office at Bank of India Building, 1<sup>st</sup> Floor, Arera Hills, Bhopal: 462011.

Last date for submission of offer will be up to 5.00 P.M. on 8<sup>th</sup> March 2021 at Zonal Office at Bank of India Building, 1<sup>ST</sup> Floor, Arera Hills, Bhopal: 462011.

**ZONAL MANAGER  
BHOPAL ZONE**

**Date: 17/02/2021**

**REQUIREMENT OF PREMISES**

Offers containing in two separate sealed covers one containing technical details and financial details respectively in the prescribed format are invited from interested parties having clear & marketable titles in their own name with all necessary statutory permissions, who are ready to lease out their readily available/ ready to construct within the stipulated period on long term lease basis, preferably for 20 years or more meeting the following conditions:

- 1 The premises should be located preferably at the ground floor.
- 2 It should be preferably on the main road in prominent location with minimum frontage of 20 feet
- 3 It should preferably have sufficient earmarked parking space for staff and customers.
- 4 There shall be a clear hall with minimum number of pillars in between.
- 5 Construction should be RCC/framed structure of good quality.
- 6 Min 20 KVA Electricity and 24 hours continuous water supply facility should be available.
- 7 Landlord shall submit a NOC for enhancement of power load as per requirement of the Bank and also facilitate BSNL landline/ lease line connectivity for the offered premises.
- 8 Vitrified Tiles Flooring shall be done by the landlord as per requirement of the Bank
- 9 There should provision for two separate toilets, for ladies and gents and a pantry room as per the requirement of the Bank
- 10 Internal painting shall be done by the landlord.
- 11 If the premises got selected the, landlord shall construct ATM room, Safe Deposit Vault at his own cost, as per the requirement & specifications of the Bank within about one month's time on getting Bank's acceptance letter and without causing hindrance to the functioning of the branch. The landlord also undertake to permission for the installation of V-sat/Antenna/RF Tower on the terrace of the proposed premises.
- 12 The title to the property should be free from any encumbrances and should also possess all statutory permissions.
- 13 Only the owners with clear and marketable titles need apply directly.
- 14 No middlemen or brokers will be entertained.

b) The **carpet area** (excluding toilet and pantry ) of the proposed premises should be about 1800 sq.ft.(approximately) The cover containing technical details should be marked Envelope No.1 and superscribed with "TECHNICAL BID". The Technical Bid shall contain the name & address of the property,

copies of title deeds, plan showing the property, name, address & mobile number of owner.

c) 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 3<sup>rd</sup> cover superscribed with "Offer of Premises for Nasrullaganj Branch" and it should also bear the name and address/ phone number of the offerer. The 3<sup>rd</sup> cover duly sealed should be addressed to the Zonal Manager, Bank of India, Bhopal Zone, Premises Department, 1<sup>st</sup> floor, Arera Hills, Jail road, Bhopal.

d) The offer as above should be submitted in Bank's prescribed format only, which may be obtained from Bank of India, Premises Department, Bhopal Zone, 1<sup>st</sup> floor, Bhopal between 11.00 A.M. to 5.00 P.M. (on working days) up to **07/03/2021** free of cost. The sealed offers will be submitted to Bank Of India, Premises Department, Bhopal Zone, 1<sup>st</sup> floor, Bhopal. Between 11.00 A.M. to 5.00 P.M up to **07/03/2021** (last date). The Bank reserves the right to accept / reject any/all the offers without assigning any reason whatsoever.

In case, it is found that the information given by the applicant/offerer is wrong, his/her offer will be liable to be rejected at any stage.



**FORM PART-I**  
(TECHNICAL BID)

The Zonal Manager,  
Bank of India,  
Bhopal Zone

Dear Sir,

The details of premises, which I/we offer to lease out to the Bank are as under:

- 1 **Name of owners** \_\_\_\_\_
  - 2 **Share of each owner if any** \_\_\_\_\_
  - 3 **Under joint ownership** \_\_\_\_\_
  - 3 **Location –**
    - (a) Name of the building
    - (b) Number & 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) Rentable carpet area offered to the Bank on \_\_\_\_\_ sq. ft.  
Ground floor
    - e) Status of Building, whether ready for occupation or still under construction
    - f) Whether BU permission available or not Yes/No
    - g) Whether clear titles are in the name of offerer Yes/No
    - h) If yes, enclose photocopies of title deeds
- Specification of construction/availability of facilities**
- i) Floor
  - ii) Roof
  - iii) Walls
  - iv) Doors and windows
  - v) Area M.S. grills provided to windows? Yes/No
  - vi) Running water facility available Yes/No  
Yes/No
  - vii) Sanitary facilities available
  - viii) Electrical supply with separate meter available Yes/No
- Parking facility/Space for installation of VSAT/Pole /BSNL connectivity etc Yes/No

I/we agree to execute lease deed in Bank's standard format for a lease terms of minimum 10 years with 2 options of 5 years in increase rent at every 5 years

**SIGNATURE OF THE OFFEROR**

**Place**  
:  
**Date:**

**Name** :  
**Address** :  
**Phone** :  
**No.** :  
**Mobile** :  
**No.** :  
**Email ID** :

Encl: Plan of premises, photocopy of ownership documents.

बैंक ऑफ़ इंडिया  
Bank of India **BOI**   
**BHOPAL ZONE**  
**FORM PART-II**  
**(FINANCIAL BID)**

To:  
The Zonal Manager,  
Bank of India,  
BHOPAL ZONE

Dear Sir,

I/we offer to lease\* our premises located at

(other details of which are given in part I) at following rate:

	Carpet area (in sq.ft.)	Rate (Rs.per sq.ft.)	Total price/rent p.m.* (Rs.)
Ground floor	_____	_____	_____

I/we agree to :

- Execute lease deed in Bank's standard format for a period of minimum initial lease period of 15 years with 1 options of 5 years each with increase in rent at every 5 years
- Bear all the taxes and cesses relating to the premises
- Bear the cost of execution and registration of lease deed
- To lease the premises in favour of Bank for \_\_\_\_\_ years with \_\_\_\_\_ options of 5 years each with 15 % increase in rent at every option.

Service tax: Inclusive  
Maintenance(if applicable): Inclusive

My/our offer will be valid for next two months from the date of opening of my/our offer.

SIGNATURE OF THE OFFEROR

Place:  
Date:

Name:

Address:

Phone No.  
Mobile No.  
Email ID

(\* strike out whichever is not applicable.)