

COMMERCIAL PREMISES ON LEASE BASIS UNDER AZAMGARH REGION

Union Bank of India invites offers for Onsite/Offsite ATM at Saithwal on lease basis admeasuring as under:

Sr.	Branch	Area proposed
01.	Onsite/Offsite ATM at Saithwal	60 to 100 sq ft

For further details, please log on to the Bank's website www.unionbankofindia.co.in. Last Date for receipt of applications/offers in prescribed form is 08.05.2024 up to 3.00 p.m.

The Bank reserves the right to reject any or all the tenders received without assigning any reason whatsoever.

**Regional Head,
Regional Office, 328 Civil Lines
Azamgarh - 276001**

Classification: Public



Regional Office, 328 Civil Lines
Azamgarh - 276001

TECHNICAL BID

COMMERCIAL PREMISES ON LEASE BASIS UNDER AZAMGARH REGION

ISSUE OF TENDER : 18.04.2024 to 08.05.2024

LAST DATE FOR SUBMISSION OF TENDER : 08.05.2024 UPTO 3.00 PM.

DATE OF OPENING OF TECHNICAL BID : 08.05.2024 AT 3.30 PM.

TENDER TO BE SUBMITTED AT:-

Regional Head,
Regional Office, 328 Civil Lines
Azamgarh - 276001

Classification: Public



NOTICE INVITING TENDER

COMMERCIAL PREMISES ON LEASE BASIS UNDER AZAMGARH REGION

- Issue of tender forms from 18.04.2024 to 08.05.2024 from Regional Office, Azamgarh during office hours.
- Last date of submission of tender at RO 08.05.2024 by 3.00 pm
- Date of opening of tender at RO 08.05.2024 at 3.30 pm
- Tenders to be collected from : RO, Azamgarh
- Tenders to be submitted at : Regional office, Azamgarh

Offer is submitted for Onsite/Offsite ATM at Saithwal.

Address of the RO:
**Regional Head,
Regional Office, 328 Civil Lines
Azamgarh - 276001**



Regional Office, 328 Civil Lines
Azamgarh - 276001

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1. Union Bank of India intends to take commercial properties on lease located in the same vicinity of the branches described and admeasuring as above to be used for commercial purpose. The applicant may submit application for the properties which are readily constructed/under construction to be completed within 15 DAYS from date of offer with adequate parking space and other amenities at ground/upper ground floor. The prescribed application form can be downloaded from Bank's website or collected from Regional office Azamgarh.

2. The Bank is expecting acceptance to make necessary modifications in the readily built/under construction premises or construction on open land as per bank's requirement.

3. The prospective offers fulfilling above requirement may collect the tender documents viz. Technical Bid and Price Bid from the **Regional office Azamgarh** as per the addresses mentioned. The tender documents will be issued between 10.00 a.m. to 5.00 pm on all working days from 18.04.2024 to 08.05.2024 (excluding Bank Holidays and Sundays)

4. The tender document can also be downloaded from Bank's website www.unionbankofindia.co.in .

5. If the owner / offerer has more than one projects / premises to be offered, at different locations, separate tenders has to be submitted for each of the locations.

6. The completed tender documents (Technical Bid and Price Bid in **separate sealed envelopes**), duly marked as "**Technical Bid**" and "**Price Bid**" are to be placed in a single cover superscribed "**COMMERCIAL PREMISES ON LEASE BASIS FOR OFFSITE ATM AT SAITHWAL**" along with

- a. Clear title certificate or ownership document or development agreement.
- b. Technical bid envelope should also contain the Declaration enclosed.

7.1 The offerer has to get three envelopes and mark the envelopes as I, II & III. Usage of envelopes will be as under:

i) **Envelope marked as I** : Financial bid be put in this envelope and sealed. This envelope would be superscribed as **Financial Bid for Onsite/Offsite ATM at Saithwal**. The envelope will be opened if the Technical offer is found suitable fulfilling the requirements stipulated by the Bank.



ii) Envelope marked as II : Technical Bid, duly completed in all respects, be put in this envelope and sealed. The envelope would be super scribed as **Technical Bid for Onsite/Offsite ATM at Saithwal**.

iii) Envelope marked as III : The above two sealed envelopes No.I & No.II be placed in envelope No.III and sealed (i.e. envelope marked as III, will contain two envelopes marked as I & II). This envelope marked as No.III would be superscribed as "**COMMERCIAL PREMISES ON LEASE BASIS FOR ONSITE/OFFSITE ATM AT SAITHWAL**".

7.2 The duly filled in and sealed and super scribed tender envelopes must be dropped in the Tender Box placed at the Regional office, Azamgarh or to be handed over to the office of Regional Head / Dy. Regional Head/ Chief Manager of Regional office, Azamgarh.

8. The Technical Bids will be opened on 08.05.2024 at 3.30 p.m. at the Regional office, Azamgarh in presence of the bidders. All the bidders are advised in their own interest to be present on the date at the specified time.

9. **Offers from Brokers/Intermediaries will not be entertained as Bank does not pay brokerage / commission.**

10. Bank reserves the right to reject any or all the tenders without assigning any reason whatsoever. Canvassing in any form will disqualify the tenderer.

11. For further information, please contact:

Chief Manager/ **Manager** PND of Regional office, AZAMGARH whose contact details are given below.

Chief Manager : 7069300416
Manager : 9004121642

**Regional Head,
Regional Office, 328 Civil Lines
Azamgarh - 276001**



Regional Office, 328 Civil Lines
Azamgarh - 276001

COMMERCIAL PREMISES ON LEASE BASIS UNDER AZAMGARH REGION

TERMS AND CONDITIONS :

- 1.1 The terms and conditions shall form part of the tender to be submitted by the vendor to Union Bank of India hereinafter termed as "Bank".
- 1.2 Tender document received by the Bank after due date and time i.e. after **3.00 p.m. on 08.05.2024** shall be rejected outright.
- 1.3 All vendors are requested to submit the tender documents (TECHNICAL BID AND PRICE BID) duly filled, supported by relevant documents at the Regional office, Azamgarh:
The Tenders can also be dropped in the Tender Box kept at the respective Regional office, Azamgarh.
- 1.4 All columns in the tender document must be duly filled and no column should be left blank. **"Nil" or "Not Applicable" should be marked** where there is nothing to report. All the pages of the tender documents should be signed by the authorized signatory of the tenderer. Any over-writing or use of white ink should be duly authenticated by the tenderer. The Bank reserves the right to reject incomplete tenders or in cases where information submitted is found incorrect.
- 1.5 In case the space in the tender document is found insufficient, the vendor may use separate sheets to provide full information.
- 1.6 The offer should remain valid at least for a period of **90 days** from the date of opening of technical bids. During the validity period of the offer, the vendor should not withdraw / modify the offer in terms of price and other terms and conditions quoted in the technical and price bids. In this regard, the undertaking be submitted along with the Technical Bid as per the prescribed format.
- 1.7 There should not be any deviations in the terms & conditions as have been stipulated in the tender document. However, in the event of imposition of any other condition, which may lead to deviation with respect of the terms & conditions as mentioned in the tender document, the tenderer is required to attach a separate sheet marking "list of deviations".
- 1.8 Canvassing in any form will automatically disqualify the offerer. No brokerage will be paid.
- 1.9 **Property should be situated in good area in specified locations with congenial surroundings and proximity to public amenities. The property shall also be elevated and not prone to water logging.** The locality shall have amenities of water supply, sewerage, Storm water drain.
- 1.10 Offers, which are ready for possession or guaranteed possession within 1 month, will be considered / preferred.



- 1.11 Offers of extended constructions over the existing buildings with external columns will not be considered.
- 1.12 The particulars of amenities provided / proposed to be provided inside the building, complex should be furnished in the Technical Bid.
- 1.13 **Carpet area**

The carpet area would mean the usable carpet area at any floor level and include area occupied by all internal partitions, internal columns, internal door jams, internal balconies, internal bathrooms, internal lavatories and internal kitchen and pantry. Joint measurement will be taken in the presence of bank officials and vendor / authorized representative for computing/finalizing the exact carpet area. For computation of the carpet area, the definition adopted in this tender will be the covered areas excluding the outer walls, i.e. from plastered to plastered surface of the walls. Niches, flowerbeds, sit outs, open balconies etc. will not be taken into consideration for calculating the carpet area.
- 1.14 Technical Bids will be opened on 08.05.2024 at 3.30 p.m. at **Regional office, Azamgarh** in the presence of the tenderer/ authorized representatives. All the tenderer are advised in their own interest to be present on the date at the specified time.
- 1.15 The short-listed properties complying with advertisement criteria will be visited by Bank Officials for assessing the feasibility of the offer. The tenderer should provide the requisite information / documentary proof to the visiting officials for verification.
- 1.16 The particulars of premises i.e. Bldg name, floor, address etc. along with latest photographs should be furnished in the Technical Bid. Details of measurements of the proposed flat offered should invariably be furnished in the Technical Bid. ***The tenderer should clearly understand concept of carpet area as explained above in Para 1.13 and the same only will be considered for payment.***
- 1.17 The property offered should have clear title. Adequate documentary evidence to this effect should be furnished along with the Technical Bid.
- 1.18 Plans duly approved by municipal authorities/competent authority should be submitted along with the Technical Bid. For old buildings, NOC from the Society may be enclosed.
- 1.19 All the legal documents required by the Bank for verification of the title clearance of the property should be submitted. The title certificate issued by Bank's Solicitor / Advocate only shall be considered.
- 1.20 The vendors, at their own cost, shall obtain Income Tax and other statutory clearances as and when required.
- 1.21 Bank reserves the right to accept or reject any or all the tenders / offers without assigning any reason whatsoever.

Classification: Public



OFFER OF BANK'S PREMISES ON LEASE / RENTAL BASIS

TECHNICAL BID

With reference to your advertisement in the local dailies/ Banks website/NIC Portal --
-----dated -----, I/We hereby offer the premises owned by us for housing
your branch 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. Residential/Commercial/Industrial area:

E. Full Address:

PART B: TECHNICAL INFORMATION

I. Building

A. Area of the premises

Dimension

Area (Carpet)

Hall

Toilet

Strong Room, if any.



B. Location (ground/Upper Ground floor):

(give area of each floor)

C. Age of the building :

D. Frontage area in feet :

E. Access /distance from Main Road :

(state whether it is on main road)

F. Type of Building:

(Residential/Commercial/Industrial)

G.Type of Construction

(Load bearing/RCC/Steel framed)

H.Type of Foundation:

I. Pillars if any, (specify no.)

I. No. of Floors and height of each

floor including Basement, if any :

(Clear floor height from floor to ceiling)

PART C : OTHER PARTICULARS :

1. Lease period offered (10/15/20/25/30 Years)
2. Amenities available / proposed
 - (a) Electrical power load:
 - (b) Car/ Two Wheeler Parking facility:
 - (c) Continuous water supply
 - (d) Separate electricity meter
3. Water supply facility (Municipal supply/Well/Borewell):
4. Whether separate water meter is provided:
5. Whether Fire fighting arrangement available:



6. Whether plans are passed by local authorities:
7. Time needed for giving possession:
8. Whether agreeable to provide for ATM/V-SAT/any other bank's equipment :
9. Any other information not covered above :

Place:

Signature

Date:

(Landlord/Owner)

Address_____

Mobile/ Phone No. _____



Certificate from the Owner/s

I/We _____ (Name) M/s. _____ (Name/Company/ Body/Firm) hereby certify that I/we are the owners of the flats/property as described at _____ (Address) and are legally entitled to offer the property on lease/rent the subject flat/property.

Further, I / We declare that the information furnished above is true and correct and confirms to the Bank's specifications.

Signature of Owner

DECLARATION

I/We further declare, confirm and undertake :

- (a) That the flats/property has clear marketable title and the property is free from all court cases, litigation and is free from any kind of dispute of any nature.
- (b) That the drafts of all documentation which may be finalized by the Bank and its solicitors/lawyers shall be final and binding on me/us.
- (c) I/We am/are aware that the Bank is not bound to accept the lowest or any or all the Tenders and will not be required to give any reason for rejecting any Tender.
- (d) The form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.
- (e) That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.
- (f) That there is no mention of any financial details in Technical Bid or anywhere else other than Financial Bid, and that there are no technical and commercial conditions in Financial Bid.
- (g) That the following documents as per the requirement of the Bank or its solicitors will be provided :
 - Sale deed or any other title documents through which the offered flats/property was purchased by me/us earlier.
 - All original chain documents pertaining to the flats/property.
 - Receipt of payment of latest Society charges, Electricity Bill and any other charges.
 - Non-encumbrance Certificate and any other document required for effective transfer of the flats/property to the Bank.
- (h) My/our offer is open for acceptance for a period of 3 months from the date of opening of technical bids.
- (i) I/We, the undersigned am/are submitting this offer (in a sealed envelope No.III duly sperscribed and as per the directions given in the instructions/tender document) for offering the subject flat by dropping the same in the Tender Box kept at respective controlling office. I am/We are aware that the offers will be opened at 3.30 p.m. on 08.05.2024 date and I am/We are invited to be present at the time of tender opening.

Place:

Date:

SIGNATURE OF OWNER WITH SEAL

Name of the signatory :

Classification: Public



Regional Office, 328 Civil Lines

Azamgarh - 276001

NOTICE INVITING TENDER

OFFER OF BANK'S PREMISES ON LEASE / RENTAL BASIS

PRICE BID

- Issue of tender forms from 18.04.2024 to 08.05.2024 during office hours
- Last date of submission of tender 08.05.2024 by 3.00 pm
- Tenders to be collected from : Regional office, Azamgarh
- Tenders to be submitted at: Regional office, Azamgarh

Offer is submitted for ONSITE/OFFSITE ATM AT SAITHWAL.



Regional Office, 328 Civil Lines
Azamgarh - 276001

OFFER OF PREMISE ON LEASE/RENTEL BASIS
FORMAT OF PRICE BID

With reference to your advertisement in the local dailies/banks Website/NIC Portal -----
-----dated -----, I/We hereby offer the premises owned by us for housing your
branch on lease basis.

PART A: RATES OFFERED

I. Rate per sq.ft. (carpet area) / Lump Sum monthly Rent:

PART B: OTHER DETAILS

- i. Amount of Municipal taxes per annum:
 - ii. Maintenance charges (like society charges/charges for amenities etc) per month:
 - iii. Any other charges per month
 - iv. 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. | Tax | : Rs. |
| iii. | Maintenance charges | : Rs. |
| iv. | Any other charges | : Rs. |
| | Total | : Rs |

Place:

Signature

Date:

(Landlord/Owner)

Address _____

Mobile/ Phone No. _____