

क्षेत्रीय कार्यालय मुंबई - बोरीवली Regional Office Mumbai - Borivali  
द्वितीय तल, रूप नगर सीएचएसएल, एस वी रोड, Second Floor, Roop Nagar CHSL, S V Road  
मिलाप सिनेमा के सामने, कांदिवली (प) मुंबई In Front of Milap Cinema, Kandivali (W), Mumbai - 400067

**PREMISES REQUIRED FOR 1.UMFB(MSME FIRST) BRANCH 2. RLP KANDIVALI  
3. MLP BORIVALI ON LEASE/ RENTAL BASIS**

Union Bank of India requires well-constructed premises for our 1.UMFB(MSME First) Branch 2. RLP Kandivali & 3. MLP Borivali in Kandivali West area in ready possession. The entire premises should be housed on the same floor. Ground floor will be preferable and located at main road / junction with good frontage / visibility and adequate parking space on lease/rental basis. The premises should have clear and marketable title to the property, occupancy certificate with necessary permission for commercial use from concerned local authorities. The premises should have adequate water/electricity supply for proper functioning of the branch. The location and area required for alternate premises on lease are as under:-

S.No	Branch Location	Area Range Sq.ft
1.	UMFB (MSME First) Borivali	2000 ± 10%
2.	RLP Kandivali	2000 ± 10%
3.	MLP Borivali	1000 ± 10%

Interested bidders are requested to download the tender Documents (i.e. Technical bid and price bid from bank website : [www.unionbankofindia.co.in](http://www.unionbankofindia.co.in) and on government website [www.eprocure.gov.in](http://www.eprocure.gov.in). The bidder should submit the tender in two bid system i.e. separate envelope for technical bid and separate envelope for price bid sealed covers super scribing Technical Bid/Price Bid (Name of the location) .Both the envelopes should be kept in one big envelope and submitted on or before 07 May 2024 by 3.00 p.m. by dropping the same in the TENDER BOX placed at Union Bank of India, Regional office, Mumbai Borivali, 2<sup>nd</sup> Floor, Roop Nagar CHS, Opp. Milap Theatre, S. V. Road, Kandivali west Mumbai 400067. The Technical Bids will be opened on 07 May 2024 at 3.30 p.m. at the above-mentioned address in the presence of respective bidder / their authorized representatives. Tender Cost is Rs.2,000/- (Two Thousand only). DD/PO should be in favor of Union Bank of India.

Landlord/ Bidder to enclose the ownership proof approved plan, Occupation Certificate and latest electricity bill of the premises offered along with the Technical Bid. Total outgo psf per month will be considered for adjudging L-1. No brokers / intermediaries please. Priority will be accorded to the property to be leased by the public sector undertakings or Government / Semi Govt. Bodies. Bank reserves its right to accept or reject the offers without assigning any reasons whatsoever.

Encl : Annexure I -IV

 REGIONAL HEAD  
Ed

**ANNEXURE 1 TO TENDER NOTICE (GENERAL CONDITIONS)**

These are general terms and conditions. Specific terms and conditions would be conveyed to the shortlisted landlord only.

1. The bid should be submitted only by the owner or person/s having right to deal/ negotiate on behalf of the owners of the property concerned.
2. The Area of the property should be in ready possession having Occupation Certificate issued by the Competent Authority for commercial use only. Any misuse charges imposed by the Authority, to be borne by the Landlord only.
3. The property should be located in Kandivali West area (Mumbai, Maharashtra) only with all basic infrastructural facilities including parking facilities .
4. In case landlord has availed any loan against mortgage of land and /or Building "No Objection Certificate " to be produced from the mortgagee.
5. The landlord has to provide for necessary documents as may be required by Bank's empaneled advocate/ architect for title search and joint measurement of the Carpet Area.
6. All Taxes (House tax/Municipal taxes/property taxes /Water Tax etc.) present and future are to be borne by landlord.
7. Space for fixing Bank's Signage Board to be provided by the landlords on the entrance of the premises.
8. Space for installation of dish antenna/alternate connection tower/solar panel on the top of the building without any extra cost.
9. Continuous water supply to be ensured by the landlords at all times by providing overhead tank if required.
10. A separate electric meter in the name of the bank with three phase power connection with sufficient power load, charges of installation of electricity meter are to be borne by applicant.
11. Lease deed to be executed a full period of 15 years with provision for revision of rent in (5+5+5) years blocks.
12. Landlord should make the floor ready 2X2 vitrified tiles, with rolling shutter in the main entrance and separate toilets for Ladies and Gents. Additional provisions for toilets should be available in the site for fulfilling such requirement by Bank in future.
13. Rent will be effective only after execution of lease deed and from the date of handing over of the premises to the Bank.
14. Applicants will be required to provide proof of ownership and NOC for commercial/Banking use of premises from concerned authority at their own cost at the time of finalization.
15. Bank reserves the right to accept/ reject any or all bids without assigning any reason whatsoever.



**ANNEXURE 2 TO TENDER NOTICE (IMPORTANT DATES AND TIMINGS)**

DATE OF OPENING OF BID:	16-04-2024
TENDER DOC AVAILABLE FROM:	16-04-2024 TO 07-05-2024 (UP TO 3:00 PM)
TENDER DOC SUBMISSION TIME:	16-04-2024 TO 07-05-2024 (UP TO 3:00 PM)
TENDER OPEN TIME (TECHNICAL BID)	07-05-2024 (3:30 PM)

**ANNEXURE 3 TO TENDER NOTICE (IMPORTANT ADDRESSES)**

Availability of the Tender documents (hardcopies):

**Union Bank of India**

Regional Office: Mumbai Borivali

2<sup>nd</sup> Floor, Roop Nagar CHS, Opp. Milap Theatre, S. V. Road,  
Kandivali west Mumbai 400067

Availability of the Tender documents (softcopies) :

Bank website: [www.unionbankofindia.co.in](http://www.unionbankofindia.co.in) and  
on government website [www.eprocure.gov.in](http://www.eprocure.gov.in).

Submission of Tender: (drop in to the tender box made available at):

**Union Bank of India**

Regional Office, Mumbai-Borivali

2<sup>nd</sup> Floor, Roop Nagar CHS,  
Opp. Milap Theatre, S. V. Road,  
Kandivali west Mumbai 400067

**ANNEXURE 4 TO TENDER NOTICE: POINTS TO NOTE**

Kindly note the following while filling up the **TECHNICAL BID**:

1. The bidder **MUST NOT** mention the price offered anywhere in the technical bid.
2. All the points must be clearly filled in. The Bidder **MUST** mention the contact phone number and e-mail ID for communication. One or two photographs of the site/ floor may be enclosed (though not mandatory), so as to ease the assessment of the premises.
3. Copy of Occupancy Certificate (specifying the premises offered) certifying the use of the premises offered as "commercial".
4. The envelope containing the Technical Bid and supporting documents should be properly sealed and super-scribed as "**TECHNICAL BID FOR ACQUISITION OF PREMISES FOR UMFB BORIVALI /RLP KANDIVALI /MLP BORIVALI BRANCH** " along with the Name and full address of the Bidder.

Kindly note the following while filling up the **PRICE BID**:

1. Price and other financial specifications should be mentioned in PRICE BID only which is to be in a separate sealed envelope. Under the revised guidelines, Municipal Taxes, both present and future to be borne by the **Landlord only**.
2. The Price Bid of only the shortlisted proposals (Based on the assessment of Technical Bids) would be opened. Date of opening of Price Bids would be informed separately.
3. The envelope containing the Technical Bid and supporting documents should be properly sealed and super-scribed as "**PRICE BID FOR ACQUISITION OF PREMISES FOR UMFB BORIVALI /RLP KANDIVALI /MLP BORIVALI BRANCH**" along with the Name and full address of the Bidder.





**OFFER OF BANK'S PREMISES ON LEASE / RENTAL BASIS**  
**TECHNICAL BID**

With reference to your advertisement in the local daily/ Bank's website/ e-Procurement Portal dated 16.04.2024, I/We hereby offer the premises owned by us for housing your branch/office 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. Full Address alongwith PIN code & prominent landmark
  - E. Locality  
(Residential/Commercial/Industrial/Mixed):

**PART B: TECHNICAL INFORMATION**

I. Building

- A. Carpet Area of the premises(in sq.ft):  
Whether ready to offer area as required by Bank?

Dimension (LxWxH) in feet    Carpet Area(Sq.Ft)

- i. Hall
- ii. Toilet/Washrooms
- iii. Strong Room, if any.

B. Floor particulars

(Basement/Ground/Lower or Upper ground/Mezzanine/1<sup>st</sup> floor):

(give area of each floor )

- C. Age of the building:
- D. Frontage in feet:
- E. Access /distance from Main Road:  
(Mention whether it is on main road )



F. Type of Building:  
(Residential/Commercial/Industrial)

G. Type of Construction  
(Load bearing/RCC/Steel framed)

H. Pillars in premises offered (specify no.)

I. Floor numbers and height of each  
floor including Basement, if any:  
(Clear floor height from floor to ceiling)

**PART C : OTHER PARTICULARS :**

1. Lease period offered
2. Amenities available / proposed:
  - (a) Separate electricity meter
  - (b) Sanctioned Electrical power/ load
  - (c) Car Parking facility:
  - (d) Continuous water supply
  - (e) Water supply facility  
(Municipal supply/Well/Borewell):
  - (f) No. of toilets:
3. Whether separate water meter is provided:
4. Whether plans are approved by local authorities:
5. Time required for giving possession:
6. Whether agreeable to provide for rooftop for installation of V-SAT/Solar panels/Tower any other bank's equipment's (YES/NO) :
7. Any other information not covered above:

Place:

Signature

Date:

(Landlord/Owner)

Address\_\_\_\_\_

Phone No.\_\_\_\_\_



**OFFER OF PREMISES ON LEASE / RENTAL BASIS**

**FORMAT OF PRICE BID**

With reference to your advertisement in the local dailies/bank's Website/e-Procurement Portal dated 16.04.2024, I/We hereby offer the premises owned by us for housing your branch/office on lease basis.

**PART A: RATES OFFERED**

Rate per sq.ft. (carpet area) / lump sum monthly Rent:

**PART B : OTHER DETAILS**

i. Amount of Municipal/ Panchayat/ Local Taxes per annum:

ii. Monthly Maintenance charges  
(like society charges/charges for amenities, etc):

iii. Any other charges per month:  
(please specify)

iv. Municipal/ Panchayat/ Local 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. Municipal/ Panchayat/ Local Taxes	: Rs.
III. Maintenance charges	: Rs.
IV. Any other charges	: Rs.
V. Total	: Rs.

Place:

Signature

Date:

(Landlord/Owner)

Address: \_\_\_\_\_

Phone No. \_\_\_\_\_



