

Bank of India, Raigad Zone
A&S Department
2nd Floor , Meera Madhav Building , Opp. S T Stand Alibag ,
At & Po . Alibag , Dist Raigad . PIN- 402201
Phone Number:- 02141- 222269 /228895 , E-mail ID:-
Raigad.Aands@bankofindia.co.in

Ref No. RZO/A&S/2022-23/

Date: - 22/06/2022

NOTICE

Requirement of Premises for our Alibag Currency Hub

We hereby invite offer of readily available premises for **Alibag Currency Hub**. Offers in sealed covers, containing technical and financial details as per Bank's standard format, would be obtained from bonafide owners, who are ready to lease out space, at readily available building, at prominent location in **city area** at the Centre concerned. The details of the center and carpet area required for premises are as under:-

Sr. No.	Name of Centre	Taluka	District	Category	Approx. carpet area required
1	Alibag	Alibag	Raigad	Semi urban	4500-5000 Sq Ft. on Ground Floor
FOR OPEN NON AGRICULTURE LAND (PLOT)					
	Alibag	Alibag	Raigad	Semi Urban	9000 to 10000 Sq. Ft.

2. The cover containing technical details should be marked **Envelope No. 1** and super scribed with "**TECHNICAL BID**" and cover containing financial details should be marked **Envelope No. 2** & super scribed with "**FINANCIAL BID**". Both these covers duly sealed & signed, should be put in a **3rd Cover** super scribed with "**Offer of Premises for Alibag Currency Hub**" 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, Raigad Zonal Office, 2nd floor, Meera Madhav Building, Opp. S.T. Stand Alibag, Alibag, District - Raigad 402201 and should be submitted to as detailed in paragraph- 4. Offers in format, **other than stipulated format**, will not be acceptable.



3. In this connection, the following salient aspects are to be noted:-

- i) The premises should **preferably be a fully constructed and on the ground floor** and the landlord should be able to arrange requisite internal modification/additional civil works as per Bank's specifications, within a reasonable period. The structural condition of premises should be satisfactory. In case of Open land / Plot, the land / Plot should be Non – Agriculture and free from all encumbrances.
- ii) Offered space should be preferably on **ground floor**.. Total space requirement, as following:

**Area for Constructed Premises: - About 4500 - 5000 Sq. Ft.
Based on layout and type of spread of space minor deviation in range will be under discretion of Bank.
Ceiling height should be at least 14 feet.**

For Open Plot / Land :- 9000 to 10000 Sq. ft.

- iii) Premises should be located **in city area**. There should be **sufficient 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 earthling work. Frontage of premises should preferably be around 25 feet with around 15 feet to 20 feet of opening provision and clear ceiling height of about 14 feet. Premises having frontage on road side and Separate entrance will be given preference.
- iv) The quantum of requisite carpet area has been detailed in sub para 3(ii). Area **of staircase or any common area will not be considered/ included in the carpet area**. The space should mostly be open type i.e. without much partition/load bearing walls. Provision of space for generator set at free of rental is mandatory. Also space for **VSAT Antenna/connectivity device on roof top is to be provided, without any extra rent**.
- v) Premises should be leased to Bank for a **period of minimum 25 years**. Lease deed is to be **executed as per Bank's format only**. The enhancement of rent would take place after every **5 years** and the rate of enhancement would be **maximum 20%**.



- vi) Owner will do **construction of Strong Rooms / any other civil work** such as ladies and gents toilet, pantry, etc. as per requirement of the bank **at his own cost**; after obtaining necessary permissions from concerned authorities. For this work from landlord and Refurbishing work from bank; **a rent free period of 2 months must be given in lease deed.**
- vii) The landlord should be ready to abide by Bank's standard lease terms & **Execute deed as per Bank's format only.**
- viii) Bidder whose premises is selected after Financial Bid, has to produce **Title Search Report from banks panel advocate at his own cost.**
- ix) The landlord **will arrange three phase electric connection** for premises. Necessary liaison work should be done by Landlord with the electricity authority to get connection in time. **Bank will be bearing only electricity charges.** There should be adequate capacity of related transformer to accommodate **25KW- 30 KW** power as needed by branch.
- x) Sufficient air conditioner outdoor machine space and signage space having **roadside visibility** & as per the banks' requirement has to be provided by the owners at no extra rent/cost in any manner.
- xi) 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 Machinery, Cash Safe, Cash Bins, Construction of Strong Room on slab etc) of the Premises from 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.
- xii) **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.
- xiii) Proper **ownership certificates/documents/deeds** are to be produced for our verification. The property must be **free of any litigation/dispute/charge/claim/encumbrance.** In case of it is later being found that there is dispute related to premises, the offeror will make financial compensation to bank for any cost incurred by bank in respect of premises.



- xiv) While filling the technical bid and financial bid, please fill up all the information asked for, in the enclosed form itself. **Do not quote rate anywhere in technical bid.**
- xv) **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.
- xvi) It may importantly be noted that landlord's non agreement/non consent to conditions **detailed in Technical Bid part**, i.e. execute deed as per Bank's format (excluding the case of Govt./PSU bodies), construction of Strong Room/any other civil work, bearing all present/future taxes related to premises, bearing 50% of cost of registration of lease deed, or leasing out premises for a minimum period of 25 years with maximum 20% rental hike after every 5 years, will **make the offer invalid/unacceptable**
- xvii) The bidder to ensure in the "Technical Bid" to provide following:-

Sr. No.	Required Documents	Yes/No
1	Photographs of offered premises	
2	Copy of Title Deeds, Completion Certificate, Map and lay out of building with pillars	
3	Location Map	
4	Copy of Light Bill	
5	Signed KYC Documents of the owner(ADHAAR & PAN Card)	
6	Copy of Power of Attorney holder (if POA is applying for the tender)	
7	Any other documents (_____)	
8	EMD of Rs.20,000/- in the form of DD/Pay order	

Bank may reject application of the bidder if the above given documents are not attached with Technical Bid.

- xxi) The Bank reserves the right to accept/reject any or all applications without assigning any reason whatsoever. The Bank also reserve the right to scrap the Tender.

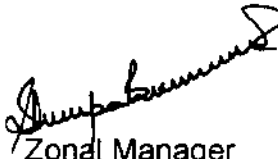
4. The offers as above should be submitted by owner or their Power of Attorney holder in Bank's prescribed formats only (enclosed herewith) which also may be collected in person from **Raigad Zonal Office**, 2nd floor , Meera Madhav Building , Opp. S T stand , Alibag , District Raigad - Pin 402201 between **10.30 a.m. to 2.00 p.m.** (on working days) **from 22.06.2022 to 12.07.2022** on payment of Tender cost Rs. 1000 / . Documents can be downloaded from bank's website also. If down loaded from Website tender cost is to be paid by means of Pay order/ Demand Draft of Rs. 1000/ - favoring "**Bank of India Raigad Zone**" payable at Alibag.



5. Sealed offers to be submitted at above address till **12.072022 (upto 5.00 p.m.)**. Offers through courier/post will not be entertained. Offers in any other format are liable for rejection. **Technical bids will be opened at Zonal Office on 13.07.2022 at 4 p.m.**

6. All the bidders are requested to remain present for opening of the technical bids. **All the bidders have to deposit Earnest Money (Refundable) of Rs. 20,000/- by means of Demand Draft/Pay Order only favouring "BANK OF INDIA Raigad Zone", along with the technical bid documents, to qualify for bidding.** The Bank may forfeit the earnest money of the lowest bidder, if the bidder withdraws from the bid.




Zonal Manager
Raigad Zone

PREMISES FOR PROPOSED CURRENCY CHEST HUB AT ALIBAG
QUOTATION FORM PART – I (TECHNICAL BID)

To,
The Zonal Manager,
Bank of India, Raigad Zone
2nd floor Meera Madhav Hotel Bldg
Opp Alibag ST Stand, Alibag
Dist. Raigad, Pin 402201

Dear Sir,

The details of premises, which I / We offer to lease out 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 Bldg. :
 - (b) Number and Street :
 - (c) Ward / Area :
 - (d) PIN CODE :
- (4) Building :
 - (a) Type of Building :
(Residential / Commercial / Industrial)
 - (b) Type of construction:
(Load bearing / RCC framed structure)
 - (c) Clear floor height from floor to ceiling :
 - (d) Carpet area offered to Bank :
(At Ground Floor) :
 - (e) Specification of Construction :
 - i) Floor :
 - ii) Roof :
 - iii) Walls :
 - iv) Doors & Windows :
 - v) Are M.S.Grills provided to windows : Yes / No
 - (f) Running water facility available : Yes / No
 - (g) Sanitary facilities available : Yes / No
 - (h) Electric supply with separate meter available : Yes / No.
 - (i) Parking facility : Yes / No.
 - (j) Provision for construction for Safe deposit
Vault as per Bank's specifications : Yes/No



5. Documents Enclosed :

Sr. No.	Required Documents	Yes/No
1	Photographs of offered premises	
2	Copy of Title Deeds, Completion Certificate, Map and lay out of building with pillars	
3	Location Map	
4	Copy of Light Bill	
5	Signed KYC Documents of the owner(ADHAAR & PAN Card)	
6	Copy of Power of Attorney holder (if POA is applying for the tender)	
7	Any other documents (_____)	
8	EMD of Rs.20,000/- in the form of DD/Pay order	

****I / We agree to ---**

- i) Execute Lease Deed in Bank's standard Lease Deed format(as attached) :**
- ii) Bear all taxes/ cesses, present and future(including related escalation) related to premises (GST on rent to be borne by bank):**
- iii) 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;**
- iv) To arrange 3 phase electric connection with minimum sanctioned load of 25 KW to 30 KW or as per requirement of bank to the premises.**
- v) 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 bidding process. We also agree that Bank may forfeit the said Earnest Money Deposit, if we withdraw from the bid on selection as lowest bidder.**
- vi) Bear 50% the cost of execution and registration of Lease Deed including advocate fees:**

****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.

Encl : Ownership document & Other related document Copies.

Place : _____ Signature of the Offerer(s)

Date : _____ Name(s):

Address & Contact No.



Classification: Confidential Sub-Classification: Service Provider Confidential

PREMISES FOR PROPOSED CURRENCY CHEST HUB AT ALIBAG
QUOTATION FORM PART – II (FINANCIAL BID)

The Zonal Manager,
 Bank of India,
 Raigad 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 Per Sq. ft. (Rs.)	Total Rent p. m. (Rs.)
Ground Floor (Constructed Area)			
For Open Plot/Land			

I / We agree to :

- i) Execute Lease Deed in Bank's Standard Format : YES / NO
- ii) Bear 50 % 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.
- v) I/ we may 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 :

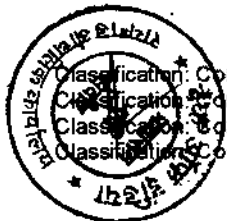
Signature of the owner/s

Date :

Name: _____

Address: _____

Mobile No. :



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