



REQUIREMENT OF ALTERNATE/NEW PREMISES FOR VADAKKEKKARA BRANCH, CHITTATTUKARA GRAMA PANCHAYATH, ERNAKULAM DISTRICT.

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 at **Vadakkekkara Branch, Chittattukara Gramapanchayath, Ernakulam District** on the ground floor and in a building having OCCUPATION CERTIFICATE.

The approximate carpet area of premises should be **1375-1475 sq.ft carpet area** on the ground floor. 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 **3rd cover** super scribed with, '**Offer of Alternate Premises/ New Branch for "BANK OF INDIA, Vadakkekkara Branch**' 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, Ernakulam Zone** at the above address and submitted as detailed hereunder.

The offer as above should be submitted in Bank's prescribed format only, which may be obtained from *Bank of India, Ernakulam Zonal Office, Kaloor Towers, Kaloor, Ernakulam -682017* between 10.00 a.m. to 5.00 p.m. (on working days) and (on 1st, 3rd & 5th Saturday) or can be downloaded from Bank's website from www.bankofindia.co.in. The sealed offers necessarily should be dropped in Tender Box in Zonal Office between 10.00 a.m. to 5.00 p.m. (on other working days and on 1st & 3rd Saturday) upto **11.07.2022 (last date) upto 5.00 pm**. The Tenders (Technical Bids) will be opened on **12.07.2022 at 03.30 p.m.** at Zonal Office. The Bank reserves the right to accept / reject any / all offers without assigning any reason whatsoever.

No Brokerage will be paid by the Bank. No broker should apply

THOSE OWNERS WHO DON'T HAVE OCCUPATION CERTIFICATE NEED NOT APPLY

These tenders can be obtained from

- (1) Shri. Asha N - Tel. No. 0484-2725740 at Ernakulam Zonal Office
- (2) Shri Nisha Mathew - Tel. No. 0484-2725727 at Ernakulam Zonal Office

**ZONAL MANAGER
ERNAKULAM ZONE**





Dear Sir,

Requirement of ALTERNATE/NEW Premises for Bank of India, Vadakkekara Branch, Chittakkukara Gramapanchayath , Ernakulam District.

Please refer to our newspaper advertisement dated **02.07.2022** regarding above referred matter.

2 You are requested to submit your offer in enclosed quotation forms in two separate sealed covers. Please ensure to submit the same to our Office at Ernakulam Zonal Office on or before **11.07.2022 up to 05.00 p.m.**

3. While filling the tender/quotation forms, please ensure to follow below-mentioned instructions:

- i) Lease period should be minimum 10 years.
- ii) Increase in rent after 5 years 15%
- iii) No broker should apply
- iv) Only owner should apply in the tender, property shall be in his/her name.
- v) Apply only in Bank's format. If bid submitted in another format, it will not be considered and rejected.
- vi) All pages should be signed by the bidder.
- vii) Conditional offer shall be rejected.
- viii) Offer by Post shall not be considered.
- ix) The offered building should have clear and marketable title free from encumbrance and permission to use for commercial purpose.
- x) Definition of Carpet Area : The carpet area would mean the usable carpet area based on net finished wall to wall measurements.
- xi) Lease deed shall be executed in Bank's standard format.
- xii) Property tax, Society Charges, Maintenance charges, water charges etc shall be paid by the landlord only.
- xiii) GST will be paid by the Bank.
- xiv) Electricity Bill will be paid by the Bank.
- xv) Copy of title deeds and Map layout of premises to be enclosed
- xvi) To construct strong room, toilet (ladies/Gents), pantry ATM/E-Gallery vitrified floor tiles/ any other civil work as per requirement at Bank within stipulated period at their own cost.
- xvii) Standard format for lease deed is enclosed with the tender.
- xviii) To provide sufficient space on the roof/ terrace of the building for installation of V-Sat/ Radio frequency tower etc as per requirement of Bank at their cost.
- xix) To provide suitable space for installation of Generator set at their cost.



- xx) To arrange 3 phase electric connection with required power load on their own cost.
- xxi) Fill up all the information asked for, in the enclosed form itself
- xxii) Do not quote rate anywhere in part I of the form
- xxiii) Should have regular water connection/supply and dedicated water storage facility
- xxiv)** Each part should be kept in a separate cover and 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 3rd cover super scribed with '**Offer of Alternate Premises for BANK OF INDIA VADAKKEKKARA BRANCH, CHITTATTUKARA GRAMAPANCHAYATH, ERNAKULAM DISTRICT**' and it should also bear the Name, Address and Telephone No. of the offeror. The '**3rd Envelope**' duly sealed should be addressed to the Zonal Manager, Ernakulam Zonal Office and submitted before the last date mentioned above and should indicate offer of premises on outright sale basis on the top of the cover. Technical bids will be opened on **11.07.2022 at 5.00 p.m.** at abovementioned address. **TENDERS SUBMITTED WITHOUT OC WILL NOT BE CONSIDERED AND WILL BE DISQUALIFIED.**
- xxv) Area required 1375-1475 Sq.ft
- xxvi) The premises should preferably be in Ground Floor. If the premises is spread over ground and first floor minimum 1000 sq.ft should be in the ground floor.
- xxvii) The rate quoted for the ground floors, will be the basis of comparison for deciding L-1
- xxviii)** If the premises is spread in two floors, rate quoted for 1st floor will be considered maximum 75% of the rate quoted for the rate quoted for ground floor or the actual quote for the first floor whichever is less, for the purpose of comparison as well as for pay
4. Please note that Quotation submitted in other format/paper will not be entertained, by the Bank and such offers will be liable for rejection. **Bank reserves the right to accept any offer and reject any/all offers without assigning any reason. No brokerage will be paid by the Bank.**

Thanking You,

Yours faithfully,


Zonal Manager

