



**BANK OF BARODA, Chennai Metro Region** invites proposals/offers in two bid system from owners/builders/developers having clear and marketable titles over the built up property to lease out **approximately 2200-2700 sq.ft of carpet area** for shifting of **Kilpauk Branch, Poonamallee High Road, Aminjikai, Chennai** in and around 2kMs from the existing Kilpauk Branch.

Offers in two sealed envelopes in conformity with two-bid system should contain the following details.

**Cover/Envelope No. 1 - Marked "Technical Bid"**:- should contain full technical details viz., location of premises with complete address, patta / layout approval, etc. **No indication as to price aspect be given in this bid.**

**Cover/Envelope No. 2 - Marked "Financial Bid"** :- should contain strictly financial details, viz., rate per sq.mtr. on carpet area, details of municipal taxes and lease expenses, etc. Carpet area (as per IS Code 3861-2002) shall exclude staircase, corridor & passage, porch, shaft & machine rooms for lift, air-conditioning duct, loft, built in wardrobes & shelf, intermediate pillars/columns, partitions & walls and other obstructions, verandah, balcony, bathroom and lavatory, etc.

Offers should be valid for minimum period of -120- days from the last date of submission. No brokerage shall be paid. Both the sealed covers marked as TB & FB super scribing advertisement reference and applicant name & address, be put in one sealed cover marked "**OFFER FOR PREMISES AT KILPAUK, CHENNAI**", addressed and submitted on or before **20.09.2023 by 4.00 pm.**

Any decision taken by the Bank at any point of time in connection with this process will be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.

The bids are to be submitted to: -

**The Regional Manager,  
Bank of Baroda,  
Regional Office (Chennai Metro Region)  
2<sup>nd</sup> Floor, 10 CP Ramasamy Road  
Alwarpet, Chennai – 600 018**

**For further details please contact – Premises Department 044 – 23 45 4219**

**30-08-2023**



**Envelope 1 - TECHNICAL BID**  
Offer for **LEASED PREMISES** for **KILPAUK BRANCH**

|    |  |  |
|----|--|--|
| 1  | Name of Owner  |  |
| 2  | Telephone Number/Mobile Number   |  |
| 3  | Complete Address of Premises offered   |  |
| 4  | Copy of ownership proof<br>(Pl. Attach copy)   |  |
| 5  | Total Carpet area.   |  |
| 6  | Whether said property has competent Government approval for commercial use.  |  |
| 7  | Details of layout plan approval<br>Approval Copy to be enclosed.   |  |
| 8  | Present Position of Property (strike out which is not applicable)  | * Readily available<br>* To be constructed<br>* To be demolished and constructed |
| 9  | Whether agreeable to construct as per RBI / Bank's requirement   |  |
| 10 | I agree to do the following,<br>a. Execute the lease as per Bank's format at 50:50 sharing basis<br>b. During the pendency of lease, Bank has got the option to vacate the premises by giving three months' notice<br>c. Provide minimum of 2 toilets<br>d. I Understand and Agree to construct Strong room as per Banks specification. (Doors, Ventilators for Strong room shall be provided by the Bank)<br>e. Provide minimum Parking facility<br>f. Provide Water facility with meter<br>g. Provide Sewerage facility<br>h. Provide Grills to all the windows<br>i. Provide Collapsible & Rolling shutter in the front entrance<br>j. Provide Separate meter for electricity with sufficient load (around 35 kVA) as per Bank's requirement.<br>k. Provide Ramp facility |  |

I declare that I/we are the sole owners of the property and have the authority to let out the premises.

Date:

Signature/s \_\_\_\_\_

(Name/s \_\_\_\_\_)



**Envelope 2 - FINANCIAL BID**

**Offer for LEASED PREMISES for KILPAUK BRANCH**

|    |  |                              |
|----|--|------------------------------|
| 1  | Name of the Owner  |                              |
| 2  | Telephone Number/Mobile Number   |                              |
| 3  | Complete Address of Premises offered   |                              |
| 4  | Carpet Area in Square Feet   |                              |
| 5  | Rental Rate per sq ft per month<br>(Inclusive of Taxes)<br>GST shall be paid extra as applicable |                              |
| 6  | Escalation of Rent   | 10% after every 5 Years      |
| 7  | Rental Advance   | Three Months                 |
| 8  | Municipal Taxes  | Payable By Landlord          |
| 9  | Lease Expenses   | 50 : 50 by landlord and Bank |
| 10 | Period of Lease  | 10 Years certain             |

I/we declare that we are absolute owners of the property and I/we have the authority to let it out.

Date:

Signature/s \_\_\_\_\_

(Name/s \_\_\_\_\_)