

**BANK OF BARODA KOLKATA METRO REGION INVITES PROPOSALS/OFFERS TO
ACQUIRE PREMISES ON LEASE/ RENTAL BASIS:**

For Shifting of Bank of Baroda- Burrabazar Branch at following address on lease/ rental basis, having carpet area as mentioned below on preferably on **Ground floor** as mentioned under:

Sr. no.	Centre for Branch	District	Carpet Area	Location
1	Burrabazar	Kolkata	1800 – 2150 sq. ft. + 80 sq. ft for ATM on Ground Floor.	Preferably Ground Floor, near to Loha Patti, P.O Burrabazar, P.S. Posta, Kolkata -700007

Preference shall be given to offers from Public Sector Units/ bank's Undertakings and Government Departments.

Location of premises should be nearest from nearest Railway/ Metro station. Premises should be ready for possession / accommodation within a period of 2 months from the date of advertisement.

Offers in **two (02) sealed envelopes** in conformity with two bid system should contain the following details:

Envelop No. (1) - Marked "Technical Bid" should contain full technical details viz. location of premises with detailed address, sanctioned plan drawn to scale with completion / occupation certificate, carpet area of portion to be acquired, specification of internal finishes, amenities, car parking facility, distance from railway station etc. No indication as to price aspect be given in "Technical Bid".

Envelop No. (2) - Marked "Financial Bid" Should contain strictly financial details viz: rate per sq. mtr. /sq. ft. 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 lifts, air-conditioning duct, loft, built-in wardrobes & shelf, intermediate pillars / columns, partitions & wall and other obstructions, verandahs, balcony, bathrooms and lavatory etc.

Formats for Technical Bid and Financial Bid are given in succeeding pages. 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, put in one sealed cover addressed and submitted to The Regional Head, Bank of Baroda, Kolkata Metro Region 4th Floor, GN38/2 Sec-V, Salt Lake , Kolkata 700091 on or **before 26.07.2024 by 15:00 hrs.**

Note:- Landlords' whose premises are going to be selected for our above branches are required to carry out necessary modifications as per Bank's guidelines in their premises at their own cost. These modifications may include construction of RCC Strong Room, Floor tiling, Rolling shutters/ grill gates for main entrance, separate toilets for ladies and gents, doors and grills for other rooms/ windows, three phase connection, increase of power load to **25 KVA** etc. Hence, landlords are requested to quote their rates accordingly.

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

Visit us on www.bankofbaroda.com/tenders.aspx

Regional Head
Kolkata Metro Region