

NOTICE INVITING OFFER

Bank of Baroda, Surendranagar Region invites sealed proposals/offers in two bid system, from owners/Builders/Developers having clear and marketable titles over land and built-up property, to acquire commercial premises for shifting of **Halvad Branch at Halvad** on lease basis, having carpet area of 1600 to 1650 Sq. Ft. approximately **at following locations of Halvad Dist Morbi (Gujarat)**

Sr. No.	City Name	Locality in Halvad
1	Halvad, Gujarat	Near by Railway Station Road

Preference shall be given to offers from Public Sector Units/Banks/Undertaking and Government Departments.

Premises should be preferably on Ground Floor on main road with clear visibility from main road with availability of suitable space for Bank's signage on road side. Premises with following infrastructure/amenities should be ready for occupation or likely to be ready for occupation within a period of 2 to 3 months:

1. RCC Locker & Strong Room, Banking hall, Record room, ATM room, Server room, Pantry.
2. Commercial 35KW 3-Phase power supply connection.
3. Adequate space on terrace to install VSAT antenna, Radio Mast Pole antenna etc.
4. Vitrified Flooring, separate toilets for ladies & gents, store room, staff room and pantry with platform having full height glazed tiles.
5. Rolling shutters, glass door to the main entrance and heavy steel grill on each window with sliding shutter.
6. Water connection/facility ensuring 24x7 supply, preferably with separate water tank.
7. Adequate parking facility for staffs and visitors (preferably front side parking for visitors).

- Offers are to be submitted in two bid system i.e. Technical bid and Financial bid.
- **Envelop No. (1)- Marked "Technical Bid"** should contain full technical details as per Proforma-(A) as attached herewith. It should also contain copy of sanctioned plan, completion/occupation certificate, carpet area of each portion to be acquired, BU Certificate if available, specification of internal finishes, amenities, car parking, distance from railway station etc. This envelop should be sealed & marked with **"Technical Bid"**. No indication as to price aspect is to be given in "Technical Bid" failing which the offer shall be summarily rejected.
- **Envelop No. (2)- Marked "Financial Bid"** should contain strictly financial details as per Proforma-(B) as attached herewith. It should contain rate of rental per sq. feet including municipal taxes etc. This envelop should be sealed & marked with **"Financial Bid"**.
- Both the sealed covers shall be put in one single envelop and sealed duly super-scribing **"Tender for premises for shifting of Halvad Branch at Halvad."** The envelope containing both the bids must be addressed to:

The Regional Manager,
Bank of Baroda,
Surendranagar Regional Office,
Fourth floor, Millennium Plaza-2,
Nr Upasna Circle, Wadhwan, Surendranagar, Gujarat

- Owners should have clear and marketable titles over land and built-up property as well as roof rights.
- Premises must be commercial. NOC from competent authorities, if required, to be obtained by the owner at their own cost.
- Owners having premises ready to occupy or will be ready within about 2 to 3 months can only apply.
- Incomplete offers are liable to be rejected.
- Offer shall be valid for minimum period of 120 days from the last date of submission.
- Property Dealers and Brokers need not to apply. No brokerage shall be paid.
- The last date of submission is **09/08/2024 up to 3:00 PM**. Applications received after last date and time shall be summarily rejected. The technical bids shall be opened on the same day i.e. on **09/08/2024 3:30 PM** at the above referred address in the presence of the representatives of the bidders. No separate intimation shall be sent to the bidders for their presence at the time of opening of technical bid. Only one representative shall be allowed to present during the opening of the bid. The Price bid of only those bidders shall be opened who are found to be technically suitable/shortlisted. Date of opening of Price bid shall be informed separately. Bank shall have the right to cross verify and ascertain all the information submitted before short listing the premises.
- **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.**
- **Bank reserves its right to accept or reject any/all the applications/offers without assigning any reason whatsoever.**

Sd/-

(Ravi Ranjan)
Regional Manager
Surendranagar Region

Bank of Baroda,
Surendranagar Regional Office,
Fourth floor Millennium Plaza-2,
Upasna Circle,
Wadhwan,
Surendranagar, Gujarat

Email: pe.rosurendranagar@bankofbaroda.com

Date: 19.07.2024

Tender to acquire premises on lease for shifting of Halvad Branch

નીચે મુજબ ની કામગીરી મકાન માલિકી કબજો આપતા પહેલા કરી આપવાની રહેશે.

1. બેંક માટે નક્કી કરેલા મકાન માં જરૂરીયાત મુજબ ફરફારો તેમજ રંગરોગાન મકાન માલિકે પોતાના ખર્ચે કરી આપવાની રહેશે.
2. બેંક ની તીજોરી તથા લોકર રાખવા માટે આર.સી.સી. સ્ટ્રોંગ રૂમ બેંકના નીયમ તથા જરૂરીયાત મુજબ મકાન માલિકે પોતાના ખર્ચે બનાવી આપવાનો રહેશે. તીજોરી અને લોકર ને અલગ કરતી દીવાલ કોલેપ્સીબલ ગેટ/દરવાજા સાથે બનાવી આપવાની રહેશે. સ્ટ્રોંગ રૂમ નો દરવાજો તથા વેન્ટલેટર બેંક દ્વારા આપવામાં આવશે.
3. બેંક ની જરૂરીયાત મુજબ સ્ટાફ રૂમ (પેટ્રી રૂમ - ગ્રેનાઈટ પ્લેટફોર્મ, વોશ-બેસીન, અરીસો તેમજ ફુલ-વોલ ટાઈલ્સ સાથે) તથા સ્ટોર રૂમ બનાવી આપવાનો રહેશે.
4. મકાન ની તમામ બારી માં હેવી ગ્રીલ, એલ્યુમીનીયમ સ્લાઈડીંગ શટર સાથે ફીટ કરી આપવાની જવાબદારી મકાન માલિક ની રહેશે.
5. પ્રવેશ દરવાજા આગળ રોલ્ડીંગ શટર, તથા કાચ નો દરવાજો - ડોર ક્લોઝર સાથે આપવાની જવાબદારી મકાન માલિક ની રહેશે.
6. લેડીઝ તથા જેન્ટ્સ માટે અલગ અલગ સંડાશ અને મુતરડી, વોશ બેઝીન, મીરર, ફુલ ગ્લેઝડ ટાઈલ્સ સાથે બનાવી આપવાના રહેશે.
7. આઈવરી કલરની ૨ X ૨ ચોક્રટના માપની સારી ક્વોલિટીની વીટ્રીફાઈડ ટાઈલ્સ નું ભોઈતળીયુ કરી આપવાનું રહેશે.
8. 35 કિલો વોટ ક્ષમતાનું શ્રી ફેઈઝ વીજ જોડાણ બેંક ના નામે કરી આપવાનું રહેશે.
9. વીજળી/પાણી માટે જરૂર મુજબ ના પોઈન્ટ મૂકી આપવાના રહેશે. અવિસ્ત પાણીની સપ્લાય આપવાની જવાબદારી મકાન માલિક ની રહેશે. બેંકની જરૂરીયાત મુજબનો ઓવરહેડ પાણીનો ટાંકો તેમજ ઈલેક્ટ્રિક મોટર આપવાની જવાબદારી મકાન માલિક ની રહેશે.
10. મકાન નો વિમો મકાન માલિકે પોતાના ખર્ચે લેવાનો રહેશે.
11. મકાનની રોડ સાઈડ પર બેંકનું બોર્ડ મુકવા જરૂરીયાત મુજબ જગ્યાની વ્યવસ્થા કરી આપવાની જવાબદારી મકાન માલિક ની રહેશે.
12. અગાશી ઉપર ડીસ/એટેના મુકવા જરૂરીયાત મુજબ જગ્યાની વ્યવસ્થા કરી આપવાની જવાબદારી મકાન માલિક ની રહેશે. આ પેટે અલગ ભાડું આપવામાં આવશે નહીં.
13. મકાન ભાડું કાર્પેટ વિસ્તાર નું આપવામાં આવશે. કાર્પેટ વિસ્તાર એટલે સીડી, સીડી રૂમ, છજ્જા, માળીયા, છીતરી, વીચરણી, ઓપન ટુ સ્કાય, પોર્ચ વગેરે સિવાય નો વિસ્તાર.

તા :

સહી _____

(મકાન માલિક/માલિકો ની સહી)

To,
The Regional Manager,
Bank of Baroda,
Surendranagar Regional Office,
Fourth floor Millennium Plaza-2,
Upasna Circle,
Wadhwan,
Surendranagar, Gujarat

Sir,

Sub: Application to give the premises on lease for your branch/office.

1. I / We have read and understood the notice and instructions to the Applicants and submit my / our applications for Bank's consideration duly filled and complete in all respects according to the Proforma.
2. I / We further understand that selection of premises will be in accordance with Banks terms and conditions subject to the authority of the Bank to alter or amend the same.
3. I / We do hereby declare that the information furnished in the Proforma (A) & (B) and in the supplementary sheets is correct to the best of my / our knowledge and belief.
4. I/we agree that the decision of Bank of Baroda in selection of L-1 bidder will be final and binding to me/us.
5. My/Our offer will be valid for minimum period of -120- days from the last date of submission.

Yours faithfully,

Signature of owner/s:

Name:

Place:

Date:

Tender to acquire premises on lease for shifting of Halvad Branch

Proforma (A)
TECHNICAL BID

1.	Name of Owner(s)	1. 2. 3.
2.	Telephone/Mobile No of owner(s)	Tele No : Mobile No:
3.	Complete address of site/premises offered	
4.	Year of construction	
5.	Floor offered with details of Carpet area. Quote to be in Carpet area and not any other area	Ground floor Carpet Area: _____ Sq.ft. Total Carpet Area: _____ Sq.ft.
6.	Whether the owner has clear and marketable title. (photocopy of ownership proof & relevant papers to be enclosed)	
7.	Whether any loan is availed for the offered property, if yes, then NOC has to be obtained from the bank / financial institution.	
8.	Whether the offered property has Municipal Approval for commercial use. (Attach copy)	
9.	Details of sanctioned plan (Copy to be furnished on demand)	
10.	Details of completion/ occupation certificate (Copy to be furnished on demand)	
10.	Amenities offered	
11.	Whether 3-phase power connection with minimum 35 KW load available. If not, landlord is required to provide the same.	
12.	Parking space available?	

13.	Whether suitable space on terrace available for VSAT antenna, RF antenna, Radio Antenna etc.	
14.	Water supply connection available?	
15.	Type of structure – RCC/Load bearing	
16.	If the building is to be constructed, time will be required for completion and handing over the premises	
17.	If the building is old whether repairs / renovations is required	
18.	Distance from Railway Station/Bus Station etc.	

19.	<p>I agree to do the following:</p> <p>a) Execute the lease as per Bank's format at 50:50 sharing basis.</p> <p>b) To obtain Title Clearance Report of the property from banks empanelled advocate at own cost.</p> <p>c) To provide parking space for Bank Staff members/customers by properly demarcating the area and space for VRF/Generators facility.</p> <p>d) To provide rooftop space for installation of VSAT Antenna/Pole/Tower for network connectivity.</p> <p>e) Provide Ramp facility</p> <p>f) Provide sewerage facility</p> <p>g) Provide minimum of 2 toilets one Gents and one for ladies</p> <p>h) During the pendency of lease, Bank has got the option to vacate the premises by giving three months' notice</p> <p>i) Provide separate meter for electricity with sufficient load as per Bank's requirement. Provide water facility with meter.</p> <p>j) Colour / Painting (Plastic paint) in premises : Every 2/3 years by Landlord</p>	
20	Bidder / Entities Exposure with BOB	

20 A	Particulars	Confirmation	Details	
	Whether the bidder has been funded by Bank of Baroda	YES / NO		
	IF Yes, Funding details and details of sacrifice for the Bank's side, if any	1. Name of Branch		
		2. Name of the account		
		3. Total Exposure from BOB		
4. Amount of sacrifice (if any) from the side of Bank of Baroda				

CARE:

- No indication as to price aspect is to be given in "Technical Bid" failing which the offer shall be summarily rejected.
- **MOST IMPORTANT:** Technical Bid and Financial Bid are to be submitted in separate sealed covers marked as "Technical Bid" & "Financial Bid" respectively with name, address & contact number of the applicant.
- Both these sealed covers are to be submitted in single sealed cover super scribed/Marked as "Tender – for Premises for shifting of Halvad Branch at Halvad " with name, contact number & address of the applicant.

NOTE: Carpet Area (as per IS Code 3861 – 2002) shall exclude staircase, corridor, passage, porch, shaft, machine rooms (for lifts, air-conditioning, duct, Loft etc), Built in wardrobes & shelf, intermediate pillars / columns, partitions & walls and other obstruction verandahs, balcony, bathroom and lavatory etc.

I/We declare that I/We are the sole owners of the property and have the authority to let out the premises. I/We am/are enclosing copies of approved plan, commercial permission & other relevant documents.

PLACE:

DATE:

SIGNATURE OF THE OWNER/S

Financial Bid

1	Full Name of Owner(s)	1. 2. 3.
2	Complete address of site/premises offered	
3	Telephone no. Mobile no.	
4	Rental rate per square feet of carpet area. Quote to be in carpet area only and not any other area.	Rs. _____ per sq. ft. per month
5	Lease period: (minimum 15 years certain period)	_____ Year certain.
6	Desired enhancement in rent (Increase in rent), if any after every 5 Year (%)	_____ % after 5 years.
7	Municipal Tax, Property Tax And Other Present And Future Taxes	To be borne by landlord invariably
8	Other charges like Society Charges / Maintenance charges / Charges for Amenities (Please quantify)	Rs. _____ per month
9	Service Tax (GST) on rent to be borne by whom	By Bank / By Landlord
10	Lease Deed Expenses	50 : 50
11	Interest free rent advance required, if any	
12	Loan amount required for renovation / construction of premises. If any	
13	Other condition, if any	

I / We do hereby declare that the information furnished above is correct to the best of my / our knowledge and belief.

Signature of owner/s:

Date:

NOTE: Carpet Area (as per IS Code 3861 – 2002) shall exclude staircase, corridor, passage, porch, shaft, machine rooms (for lifts, air-conditioning, duct. Loft etc), Built in wardrobes & shelf, intermediate pillars / columns, partitions & walls and other obstruction verandahs, balcony, bathroom and lavatory etc.

Tender to acquire premises on lease for shifting of Halvad Branch