

**BANK OF BARODA Bhubaneswar Zone invites proposals/offers to acquire premises on lease/ rental basis:**

Bank of Baroda invites proposals/offers to acquire premises on lease/ rental basis at following address on lease/ rental basis, having carpet area as mentioned three bed room flat / independent floor with attached toilet at, kitchen, as mentioned under:

<b>Sr. no.</b>	<b>Centre</b>	<b>Carpet Area</b>	<b>Location</b>
1	Bhubaneswar	Approx. 1500-1800 sq. ft.	Near Biju Patnaik International Airport

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

Location of premises should be within 500m from Biju Patnaik International Airport. Premises should be ready for possession / accommodation.

Offers in two 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 Airport 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, be put in one sealed cover addressed and submitted to The Zonal Head, Bank of Baroda, Bhubaneswar Zone, 2<sup>nd</sup> floor, Bivab Gulmohar, Behera Sahi, Nayapalli, Bhubaneswar-751012 Odisha on or before 15 .07.2024 by 11:00 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 Floor tiling, grill gates for main entrance, attached toilets, doors and grills for other rooms/ windows, three phase connection, increase of power load to 5 KVA etc. Hence, landlords are requested to quote their rates accordingly.

The following amenities will be provided in our premises at our own cost:-

- I. At-least Three nos bedroom to be provided.
- II. Entire flooring will be of 2'X2' vitrified white/cream colour tiles and walls
- III. Distempered. Colour painting/ distemperring of walls at every 3 years interval.
- IV. All windows will be strengthened by grills with glass doors.
- V. Electrical connection with required power load for the normal functioning of the Guest house and the requisite electrical wiring/points will be provided.
- VI. Continuous water supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary electric motor of required capacity will be provided.
- VII. A suitable space for fixing sign boards on the front walls, parking space at the building will be provided at no extra cost.
- VIII. Electrical facilities and additional points, (lights, fans, power) as recommended by the bank will be provided.
- IX. Enhancement in rent will be 10 % only and that too after every five years.
- X. Municipal permission if any for running Guest House to be provided by Landlord.
- XI. Separate room with toilet to be provided for Caretaker.
- XII. Solar installation Space at roof (approx. 500 sq.ft.) to be provided free of cost.

Note:- Kindly fill up the rent considering above points which are mandatory. If any of the above are unacceptable to you then kindly do not fill the tender.

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](http://www.bankofbaroda.com/tenders.aspx)

**Zonal Head  
Bhubaneswar Zone**

# FORMATS

### TECHNICAL

1.	Name of Owner	BID	:	
2.	Telephone No./ Mobile No.		:	
3.	Complete Address of Site/ Premises Offered		:	
4.	Copy of ownership proof (attach copy)		:	
5.	Floor offered with details of carpet area. Quote to be in Carpet area and not any other area		:	
6.	Year of construction		:	
7.	Whether said property has Municipal Approval for commercial use. (Attach Copy)		:	
8.	Details of sanctioned plan (Copy to be furnished on demand)		:	
9.	Details of completion/ occupation certificate (Copy to be furnished on demand)		:	
10.	Whether the colony is finally approved by Govt. (Submit the proof)		:	
11.	Specifications of internal Finishes		:	
12.	Amenities		:	
13.	Electrical Load		:	
14.	Water Supply Connection		:	
15.	Type of Structure – RCC/ Load Bearing		:	
16.	Parking availability		:	
17.	Solar installation Space at roof		:	
18.	Distance from Airport		:	
19.	Caretaker room with toilet		:	

(Signature with date)

**CARE:**

- No indication as to price aspect be given in Technical Bid.
- Technical bid and Financial bid are to be submitted in separate sealed covers marked as TB & FB super scribing advertisement reference, name of the applicant and address of the applicant.
- Both the sealed covers (TB & FB) be put in one sealed cover marked as offer for premises at \_\_\_\_\_ –

**FINANCIAL BID**

1.	Full Name of Owner	:	
2.	Location of Premises	:	
3.	Rental rate per sq. ft. of Carpet area. Quote to be in carpet area only and not any other area. (Only Ground floor premises to be offered) per sq. ft.	:	
4.	Municipal Taxes. To be borne by landlord invariably	:	
5.	Taxes including revision in future To be borne by Landlord invariably. Please note that Municipal taxes/ cess/ services to be borne by Landlord. Service charges like Society charges, maintenance charges to be borne by the Bank.	:	
6.	Other charges like Society Charges/ Maintenance charges/ Charges for Amenities (Please quantify)	:	
7.	Service Tax on rent (to be borne by whom)	:	
8.	Period of Lease	:	10 Years
9.	Desired enhancement in rent	:	10% after first 5 Years
10.	Cost of execution of Lease Deed to be shared in proportion	:	50:50
11.	Interest free rent advance required, if any	:	
12.	Loan amount required for construction/ renovation of Premises. If any	:	
13.	Any other condition, if any	:	

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