

Tender ID	Circle/LHO	Start Date	End Date	Date of opening of tender	Tender name/subject
AOJHS/GH/2 3122025	Lucknow	23.12.2025	20.01.2026	20.01.2026	Notice for hiring of premises for Guest House at Jhansi, UP

CIRCLE: LUCKNOW

Date of start: 23.12.2025

Date of end: 20.01.2026

HIRING OF COMMERCIAL PREMISES FOR GUEST HOUSE AT JHANSI

**STATE BANK OF INDIA,
Administrative Office
1st floor-SME Jhansi, beside Prabha Hotel,
Jhokan Bagh Road, near Elite Crossing,
Jhansi, UP- 284001**

State Bank of India, Administrative Office, Jhansi, invites offers in two bid system on behalf of State Bank of India, Lucknow Circle for State Bank of India (Guesthouse) at Jhansi from **owners / Power of Attorney holders** of premises on lease rental basis located on a main road with adequate open / covered parking space (free of cost). **The entire space should preferably be on the ground floor but not more than three floors.**

The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from Bank's website **sbi.bank.in** under procurement news. Preference shall be given to the premises owned by the **Govt. departments/ Public Sector Units/ Banks**. **The offers, complete in all respects and placed in a sealed cover, should be submitted to the Chief Manager (HR & Admin) Administrative Office, 1st floor-SME Jhansi, beside Prabha Hotel, Jhokan Bagh Road, near Elite Crossing, Jhansi, UP- 284001, on or before 20.01.2026.** SBI reserves the right to accept or reject any offer without assigning any reasons whatsoever. No Brokers please.

**Chief Manager (HR & Admin)
Administrative Office, Jhansi**

TECHNICAL BID (COVER-A)

TERMS AND CONDITIONS

OFFER/LEASING OF PREMISES

This tender consists of two parts viz. the Technical Bid having terms and conditions and details of offer, and the Price Bid. Duly signed and completed separate Technical and Price Bids are to be submitted for each proposal. In case of multiple offers, Xerox copies may be used.

The Technical Bid and Price Bid for the proposal should be enclosed in separate sealed envelopes. Both envelopes shall then be placed **in a single cover super scribing “Application for leasing of premises for Guest House to SBI at Jhansi”** and submitted to the Chief Manager (HR & Admin), State Bank of India, Administrative Office, Jhansi, on or before **20.01.2026**.

Important points of Parameters

1	Locality	Around Civil Lines, Sadar, Sipri, nearby Shivpuri-Gwalior Highway, Antia talab-BKD crossing, Elite crossing and other prominent location Any other suitable location will also be considered
2	Requirement	6 rooms (12'x15') with attached functional toilets (5'x8'), drawing (15'x20') and dining hall (15'x12'), one room for care taker with common toilet and dormitory for drivers. Adequate open parking area for (10 two-wheelers, 6 four wheelers) and open space for generator. Provision of lift required in case the premises have more than one floor.
3	Amenities	24 hours water supply and electricity, space for generator etc., preferably with green lawn and adequate natural daylight.

4	Possession	Ready possession / occupation
5	Premises under construction	Premises under construction at suitable locations will also be considered, provided they are expected to be handed over within a period of two months.
6	Desired location	Around Civil Lines, Sadar, Sipri, nearby Shivpuri-Gwalior Highway, Antia talab-BKD crossing, Elite crossing and other prominent location Any other suitable location will also be considered
7	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority (commercial building) (ii) Single floor (iii) Govt. Departments / PSU / Banks
8	Unfurnished premises	Only unfurnished premises will be considered, and Bank will do the interior and furnishing work as per requirement.
9	Lease Period	Lease period shall be 10 (ten years) with increase in rent by 15-25% after every five years.
10	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids
11	Validity of offer	6 months from the date of opening of the tender
12	Stamp duty/ registration charges	To be shared in the ratio of 50:50 by Bank and Landlord.

TERMS AND CONDITIONS

1.1 The successful offerer should have a clear and absolute title over the premises and shall authorize SBI to carry out a Title Search/Title Investigation Report through an SBI empaneled advocate. The successful offerer shall be required to execute the lease deed as per the standard terms and conditions finalized by SBI for the purpose. The stamp duty and **registration charges of the lease deed shall be shared equally (50:50) between the lessor(s) and the Bank**. The period of lease shall be 10 (5+5) years with an increase in rent by 15-25% after five every year.

1.2 The tenders **received** by the SBI **after** due date i.e. 20.01.2026 **shall be rejected**.

1.3 The intending lessors are requested to submit the offered **documents in separate envelopes**, super scribed on top of the envelope as Technical or Commercial as the case may be (**TECHNICAL BID AND PRICE BID**) duly filled in with relevant documents/information at the following address:

Cover -I (Technical bid) shall contain all documents except price bid.
Cover -II (Price bid) shall contain only price bid as per the attached format.
Both Cover -I & Cover-II shall be sealed separately and placed in a single outer envelope, which shall also be sealed. Tenders not properly sealed or stapled shall not be considered.
Address:
The Chief Manager (HR & Admin),
State Bank of India
Administrative Office, Jhansi
1st floor- SME Jhansi, Beside Prabha Hotel, Jhokan Bagh Road, near Elite Crossing, Dist. Jhansi, UP- 284001

1.4 **All columns of the offered documents must be duly filled in and no column should be left blank**. All pages of the application/offered documents (Technical and Price Bid) are to be signed by the authorized signatory of the offerer. Any overwriting or use of correction fluid/white ink is to be duly signed by the offerer. SBI reserves the right to reject incomplete offers.

1.5 In case the space in the tender document is found insufficient, the intending lessors may attach separate sheets.

1.6 The offer shall remain valid for a minimum period of 6 (six) months, to be reckoned from the last date of submission of offer i.e.20.01.2026.

1.7 There shall be no deviation in terms and conditions stipulated in the tender documents. However, in case any additional conditions are imposed which may result in deviation from the stipulated terms and conditions, the intending lessor shall attach a separate sheet titled "list of deviations", if any.

1.8 The **Technical Bid** shall be **opened on 20.01.2026 at 3:30 PM** in the presence of tenderers who wish to be present, at the office of **Chief Manager (HR & Admin), Administrative Office, 1st floor- SME Jhansi, beside Prabha Hotel, Jhokan Bagh Road near Elite Crossing, Jhansi, UP. (Mob No. 9919381285.)** All tenderers are advised, in their own interest, to be present at the specified time & venue.

1.9 SBI reserves the right to accept or reject any or all offers without assigning any reason whatsoever. In case of exigency and depending upon suitability, the Bank may also accept more than one proposal to meet its total requirements.

1.10 Canvassing in any form shall disqualify the tenderer. **No brokerage shall be paid to any broker.**

1.11 Shortlisted lessors shall be informed by SBI for arranging a site inspection of the offered premises.

1.12 Income Tax and other statutory clearances shall be obtained by the lessors at their own cost, as and when required. **All payments** to the successful vendor/offeree shall be made **by Account Payee Cheque or through RTGS/NEFT.**

1.13 **Preference** shall be given to an exclusive building/floor in the building having ample parking space within the compound/ basement of the building.

Preference shall also be given to the premises owned by the Govt. Departments / Public Sector Units/ and Banks.

1.14 Preference shall be given to buildings on the main road.

1.14a. Offered premises should be away from fire-hazardous establishments such as petrol pumps, gas godown, chemical shops, high-tension electrical wires, etc. The premises should not be located in low-lying area or waterlogged areas.

1.14 b. Details of the parameters and their weightage for technical scoring have been incorporated in **Annexure I**. The selection of premises shall be carried out on the basis of **Techno-Commercial Evaluation**. Weightage of **70%** shall be assigned to **technical parameters** and **30%** to the **price bid**. The score finalized by the SBI Committee, in respect of technical parameters, shall be final and binding on the applicant.

1.15 **Income Tax and other taxes**, as applicable, shall be **deducted at source** while making monthly rental payment. **All taxes and service charges** shall be **borne by the landlord**. At the time of renewal of the lease, the impact of any subsequent increase/decrease in taxes and service charges shall be considered for the purpose of fixing the rent. In case the landlord fails to pay the taxes or charges levied by government or any statutory bodies, the Bank may, at its sole discretion, make such payments and shall thereafter be entitled to reimbursement from the landlord. The Bank shall also be entitled to deduct the amount so paid from the rent payable to the landlord.

1.16 It is to be noted that **landlord shall be required to raise a monthly bill to the Bank for the rent due, clearly indicating the GST component separately, if applicable. The bill shall contain the GSTIN number of the landlord, along with the name, address etc. of the landlord, and serial number of the bill, to enable the bank to bear the GST liability. Otherwise, if GST on rent is directly paid by landlord, the same shall be reimbursed by the Bank to the landlord upon production of proof of such tax payment to the Govt. indicating landlord's name, address and the GST registration number.**

1.17 The floor area i.e. Ground floor, along with the corresponding rate for rent and taxes shall be clearly mentioned in the Price Bid. **The number of car parking spaces and two-wheeler parking spaces offered shall be indicated separately.**

1.18 **The successful intending lessor shall arrange to obtain the municipal license/ NOC/ approval of layouts, etc. from Local Civil Authority/ Collector/ Town Planning Authority etc. for construction of the building and for carrying out interior furnishing of the premises by the Bank.** The intending Lessor shall also obtain the **completion certificate** from the Municipal authorities after **completion of interior furnishing work**. The required **additional electrical power load of approximately 15-20 kW shall also be arranged by the intending lessor at his/her own cost** from the State Electricity Board or any other authorized private electricity company in that area.

Necessary NOCs and adequate space shall be provided by the bidder/lessor at no extra cost to the Bank, for the installation and operation of generator, installation of AC outdoor units, Bank's Signage on the front & side fascia, earth stations, V-SAT, etc. within the compound.

1.19 The intending Lessor shall obtain and furnish a structural stability certificate from a licensed structural consultant, at his/her own cost, whenever required, for the fitness and suitability of the building.

1.20 The intending lessor shall obtain/submit the proposal to Municipal Corporation/Collector/Town Planning Authority, etc., for approval of plans immediately after receipt of approved plans along with other related documents, so that the interior renovation work may commence without delay.

1.21 After completion of the interior works, etc., the lease agreement shall be executed, and the rent payable shall be reckoned from the date of lease agreement. The lease agreement shall include, inter alia, a suitable exit clause and provision of de-hiring of part/full premises.

1.22 The rent shall be exclusive of all present and future taxes whatsoever, municipality charges, society charges, maintenance charges, and all other charges, which shall be borne exclusively by the Landlord. GST as applicable on rent, shall be paid extra.

1.23 Electricity consumption charges shall be borne by the Bank. However, provision for adequate water supply and all incidental costs related thereto shall be arranged, maintained, and borne by Landlord.

1.24 All civil works, as per the Bank approved plan, shall be carried out by the landlord at his/her own cost before handing over possession to the Bank. The details include, but are not limited to:

Ramp with (grade SS304) railing for disabled/old people, double charged vitrified tile flooring, interior and exterior painting with acrylic emulsion paint/ synthetic enamel paint, etc., windows, safety grills, etc. as advised by the Bank directly or through Bank's appointed Architect. The Landlord shall submit the approved plans, permissions from the Competent Authority, and structural stability and soundness certificate before handing over the possession of the premises to the Bank.

As per the Bank's instructions, painting shall be carried out by the owner(s) every two/ three years, failing which, the Bank shall be at the liberty to get the same executed at the risk and cost of the owner(s), and all such related expenses shall be recovered by deduction from the rent payable to the owner(s).

1.25 The owner(s) shall carry out all civil, sanitary and electrical repair and maintenance works and shall ensure that the roof remains water-tight throughout the lease period. In case the above repairs are required, and the owner(s) fail to attend to the same, the Bank shall carry out the necessary repairs at the risk and cost of the owner(s) and shall be entitled to deduct all related expenses from the rent payable to the owner(s).

1.26 Interior works such as loose furniture, drywall partition systems, cubicles, cabins, false ceiling, Air Conditioning, lighting fixtures, signages, storage, and electrical wiring for interior works etc. shall be carried out by the Bank as per its requirement.

Place:

Date:

Name & Signature of lessor, with seal, if any

DETAILS OF OFFER

OFFER SUBMITTED FOR LEASING OF PREMISES FOR GUEST HOUSE AT JHANSI

With reference to your advertisement in the newspaper dated ----- We hereby offer the premises owned by us for housing your branch / office on lease basis:

General Information:

S.N.	Details	
1(a)	Name of the building	
(b)	Complete Address	
©	City:	
2.(a)	Name of the owner	
(b)	Name of the contact person	
©	Mobile no. of contact person	
(d)	E mail address	

Technical Information:**(A)**

S.N.	Details	Please tick the appropriate
1	Building :	
(a)	Load Bearing	
(b)	Frame Structured	
2	Building	
(a)	Residential	
(b)	Commercial	
©	Institutional	
3	No. of floors	
4	Year of construction	
5	Floor of the offered premises	
6	Level of the floor	
(a)	Rooms on ground floor	
(b)	Rooms on first floor	
©	Rooms on second floor	

Note- The rentable rooms shall be in accordance with the one mentioned under clause/para 1.16 of Technical Bid.

(B)

S.N.	Details	Please tick the appropriate
1	Time required for occupation with due date	----- days
2	Amenities available	

(a)	Electric power supply and sanctioned load for the floor offered	Yes/No
(b)	Running Municipal Water supply	Yes/No
3	Whether NOC from Govt. Department has been obtained	Yes/NO
4	Whether occupation certificate has been received (Enclose copy)	Yes/No
5	Whether direct access is available	Yes/No
6	Whether fully air conditioned/partially air conditioned	Yes/No
7	Whether lift facilities are available	Yes/No
8	Nos. of car parking/scooter parking which can be offered Exclusively to the bank	-----
9	Near relative working in SBI. If yes, please give details.	Yes/No

- **Please enclose plans/ layouts of the building.**

Declaration

We have studied the above terms and conditions and accordingly submit our offer and will abide by the said terms and conditions in case our offer of premises is accepted.

I/ We also agreed to construct/ addition/ alteration i.e. locker room, cash safe room, record room, toilets and pantry with all fittings and fixtures, vitrified flooring, other works as per Bank's specifications and requirement.

Place:

Date:

Name and signature of landlord/landlady with seal

Mobile no.

ANNEXURE – I

Chief Manager (HR&Admin), State Bank of India, Administrative Office, 1st floor-SME Jhansi, beside Prabha hotel, Jhokan bagh road near Elite Crossing, Jhansi, UP

Parameters based on which technical score will be assigned by SBI.
(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

Hiring of commercial premises for guesthouse at JHANSI having 10-12 rooms with attached toilets, drawing & dining hall **for State Bank of India, RBO-III JHANSI.**
 Parameters based on which technical score will be assigned by SBI.

Section of premises for SBI guesthouse at JHANSI.

Name of land lady/ Land Lord:

	Parameters		Actual situation with marks	Maximum Marks	Marks
					obtained
1	Requirement		6 rooms (15'x12') with attached toilets (5'x8') drawing room (15'x20') & dining hall (15'x12'), care taker room with common toilet and dormitory for drivers.:10	10	
			Less than 5% of required as above: 5		
2	Premises/plot location		On Main road : 10	10	
			Inner side from Main road : 5		
3	Frontage		>= 50 feet = 20	20	
			>= 40 feet = 15		
			>= 30 feet = 10		
			< 30 feet = 05		

4	Building structure	Frame structure/plot:10	10	
		Load Bearing :05		

				I	
5	Parking space	1.	Having cellar parking+ front/ back/side : 10	10	
		2.	Having cellar parking only : 08		
		3.	Having front/ back/side parking : 05		
		4.	No parking : 00		
6	Surrounding of building	Adequate natural light and ventilation :		10	
		10 In-adequate natural light and ventilation : 05			
7	Quality of construction, finishing etc.	1.	Excellent : 10	10	
		2.	Good: 07		
		3.	Average : 04		
		4.	Poor : 00		
8	Overall suitability of premises/plot as assessed by Premises Selection Committee	As assessed by Premises Selection Committee		20	
	Total			100	

Signature of landlord/landlady with complete address and mobile no.

PRICE BID/ FINANCIAL BID (PART-B)

FOR HIRING OF PREMISES FOR GUESTHOUSE AT JHANSI

**The Chief Manager (HR&Admin), State Bank of India,
Administrative Office, Dist. Jhansi,UP**

S.N.	Location of building		Rate . (in figure & words)
1			

- i. Numbers of car parking offered (covered/ open):
- ii. Numbers of two wheelers parking offered:
- iii. Space for generator offered (area Approx):

I/we have carefully perused the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by SBI.

Signature of landlord/land lady with name & address and mobile No.