



NOTICE INVITING OFFERS

Note No. RBO-IV/2026-27/SB/001

COMMERCIAL/ OFFICE SPACE REQUIRED ON LEASE FOR MAHARAJGANJ BRANCH, DIST.- MAHRAJGANJ

STATE BANK OF INDIA, Regional Office-IV, Administrative Office, Gorakhpur invites offers for shifting of its **COMMERCIAL OFFICE FOR BRANCH PREMISES IN MAHRAJGANJ DISTRICT** from **owners / Power of Attorney holders** of premises on lease rental basis for Commercial / Office use having **Floor Area of approx. 690-700 sqmts (7000-7500 sq.ft.)** preferably on a main road with adequate open / covered parking space (free of cost). **The entire space should be on one single floor and also at ground floor only.**

The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from website [www.sbi.co.in/sbi in the news](http://www.sbi.co.in/sbi%20in%20the%20news) under procurement news.

Preference will be given to the premises owned by the **Govt. departments / Public Sector Units / Banks**. The offers in a sealed cover complete in all respects should be submitted to “**Regional Business Office-IV, State Bank Of India, Administrative Office, Buddha Vihar Commercial, Taramandal Road, Gorakhpur- 273016, on or before 3:00 pm on 31/08/2026**”. The SBI reserves the right to accept or reject any offer without assigning any reasons thereof. No Brokers please.

Regional Manager (RBO-IV)

TECHNICAL BID (COVER-A)

TERMS AND CONDITIONS

OFFER/LEASING OF OFFICE PREMISES

This tender consists of two parts viz. the Technical Bid having terms and conditions, details of offer and the Price Bid. Duly signed and completed separate Technical and Price Bids are to be submitted for each proposal using Xerox copies in case of multiple offers. The Technical Bid and Price Bid for the proposal should be enclosed in separate sealed envelopes and these two envelopes be placed **in a single cover super scribing "Offer for leasing of Office premises at MAHARAJGANJ BRANCH PREMISES, Dist.- MAHRAJGANJ and should be submitted to the " Regional Business Office-IV, , State Bank Of India, Administrative Office, Buddha Vihar Commercial, Taramandal Road, Gorakhpur- 273016"**

Important points of Parameters -

1	Floor AreaArea (BUA)	Approx. 690-700 sq.mts COMMERCIAL OFFICE FOR BRANCH PREMISES on single floor and on Ground floor. - Located in Maharajganj, Dist- Maharajganj, within the radius of 3 KM from the existing Branch in Maharajganj and preferably on main road with adequate open / covered parking space (free of cost). - The load carrying capacity of the slab should be strengthened up to 1200 kg/m² in addition to dynamic load, wind load, earthquake load etc. or as per suggestion of structural engineer for space to be used for locker room, cash room & Other areas.
2	Covered Parking Space	7 four wheelers and 10 two wheelers for staff
3	Open parking area	Sufficient open parking area for staff/customers
4	Amenities	24 hours water facility, Electricity, Generator space
5	Possession	Ready possession / occupation/ open plot
6	Premises under construction	The landlord must be able to construct the premises on the open plot within 6 months including all necessary clearances.
7	Desired location	Located in Maharajganj, Dist- Maharajganj, within the radius of 3 KM from the existing Branch in Maharajganj, Dist - Maharajganj with adequate open / covered parking space (free of cost).
8	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other

		statutory approvals of local civic authority (ii) Single floor (iii) Govt. Departments / PSU / Banks
9	Unfurnished premises	Only unfurnished premises will be considered and Bank will do the interior and furnishing work as per requirement.
10	Initial period of lease	Initial 5 years with an option to renew after 5 years at predetermined increase in rent @ 15-25% after expiry of first term of 5 years, at the time of renewal. After 10 years rent can be negotiated and finalized by Premises Selection Committee(PSC) so that new lease can be executed for further term of 5+5 years
11	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids
12	Validity of offer	6 months from the date of submission of the Offer
13	Stamp duty / registration charges	To be shared in the ratio of 50:50.
14	Rent payable condition	The Bank will take the possession of the building only after the construction of chest is approved by RBI. Therefore, the construction of currency chest structure and getting clearance of same from RBI is in the scope of Landlord.



NIT TECHNICAL CURRENCY CHEST MAHARAJGANJ BRANCH

Madam/Dear Sir,

Date – 18.07.2026

With reference to the Construction of Currency Chest along with Main Branch Maharajganj. Technical Details added along with NIT for Premises Selection are as below

Project – Lease of Premises (Total Area – 7500 sqft)

Currency Chest Area – 3500 sqft (Strictly governed by RBI Specification)

Main Branch Area – 4000 sqft

Vault Category: Class AA

Location Zone: Border Area (Within 80 km from International Border)

Reference Directive: RBI Circular DCM(CC)No. G-18/03.39.01/2008-09 (Annex-3)

Owner's Scope (Lessor): All expenses related to the Architectural Drawing, Structural Engineering Design, Civil construction as per RBI Guideline. Construction of the strong room (vault), structural reinforcement, provisioning of the surveillance passage (petrol corridor), construction of the mandatory Police Guard room/quarters, and installation of physical security doors/ventilators shall be entirely borne by the lease owner. The structural premises must be handed over fully built to these specifications at the owner's cost.

1. Civil & Structural Requirements (To be built by Owner)

The civil construction must be executed as per the design of a certified Structural Consultant, adhering strictly to the following minimum requirements to achieve necessary burglary and fire resistance:

Internal Usable Size: Minimum 3000 * 6100 * 6100 (mm). (Minimum 400 sq. ft. clear area without obstructions).

Wall, Floor, & Roof Thickness: Minimum 450 mm solid reinforced concrete.

Concrete Mix: Minimum M50 Grade concrete conforming to IS 456 standards.

Steel Reinforcement Grid:

Bar Diameter: Minimum 18 mm rebars.

Mesh Layout: Tied at 200*200 (mm) centre-to-centre (c/c) both ways. One mesh must be placed staggered on both faces of each wall, floor, and roof to ensure clear throughopenings are less than 100 * 100(mm) c/c.



Twisted Tang Bars: Must be placed and laid in both horizontal and vertical directions with staggered joints and a minimum 25 mm overlap **and this cost of tang bars is in the scope of landlord.**

2 Raw in Walls

2 Layers in Floor

2 Layers in Roof

Surveillance Passage (Petrol Corridor): A clear, unobstructed civil corridor of minimum 1150 mm width must be provided around all sides (Front, Back, and Sides) of the vault.

Police Guard Room: A dedicated guard room equipped with all necessary resting facilities for the guard force must be constructed near the strong room.

2. Vault Doors & Openings (To be installed by **Bank**)

Main Door: Class 'AA' security door fitted with a time-lock mechanism conforming to IS 11188 (Part 1), fixed on the front side.

Emergency Door: Class 'AA' emergency door fixed on the back side as per the layout approved by the bank's Architect/Structural Consultant.

Security Ventilator / Exhaust Fan: Conforming to IS 14387.

Height: Minimum 2100 mm from the floor level.

Opening Size: Maximum 300 *300 (mm)

HVAC Infrastructure: The owner must provide the physical plenum chamber attachment to the manhole/emergency door for ventilation routing.

Note to Bidders: Bidders must submit a comprehensive layout plan showcasing a clear demarcation between the 3500 sq. ft. Main Branch and the 4,000 sq. ft. Currency Chest. The plan for the chest zone must seamlessly accommodate the Class AA vault structure, its surrounding 1150 mm petrol corridor, and the mandatory Police Guard quarters. All upfront structural engineering and civil fortification costs for the chest zone remain the sole responsibility of the lessor

TERMS AND CONDITIONS

1.1 The successful Bidder should have clear and absolute title over the premises and authorize the SBI carry out Title Search/Title Investigation Report from the SBI empanelled advocate, the cost of which shall be borne fully by the *bidder*. The successful *bidder* will have to execute the lease deed as per the standard terms and conditions finalized by the SBI for the purpose, and the stamp duty and **registration charges of the lease deed will be shared equally (50:50) by the lessors and the Bank**. The initial period of lease will be 5 years and will be further renewed for 5 years (viz. **total lease period 10 years**) with requisite **exit clause** to facilitate full / part de-hiring of space by the Bank during the *currency* of the lease. As regards **increase or decrease in rents** payable, increase in rent if any shall be **subject to market conditions** & to a maximum ceiling of **25% after initial term of 5 years is completed. After 10 years, rent** can be **negotiated** and finalized with mutual agreement so that new lease can be executed for further term of 5 + 5 years.

1.2 **Tender** document **received** by the SBI **after** due date and time i.e. **31/08/2026 after 3:00 pm shall be rejected**.

1.3 The intending lessors are requested to submit the **tender documents in separate envelope** 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:

“ Regional Business Office-IV, , State Bank Of India, Administrative Office, Buddha Vihar Commercial, Taramandal Road, Gorakhpur- 273016 on or before 3:00 pm on 31/08/2026”.

1.4 **All columns of the tender documents must duly filled in and no column should be left blank**. All pages of the tender documents (Technical and Price Bid) are to be signed by the authorized signatory of the tendered. Any over-writing or use of white ink is to be duly initialed by the tenderer. The SBI reserves the right to reject the incomplete tenders.

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

1.6 The **offer should remain valid** at least for a period of **6 (six) months** to be **reckoned from** the last date of submission of offer i.e. **31/08/2026**.

1.7 There should not be any deviation in terms and conditions as have been stipulated in the tender documents. However, in the event of imposition of any other conditions, which may lead to a deviation with respect to the terms and conditions as mentioned in the tender document, the intending lessor is required to attach a separate sheet “list of deviations”, if any.



1.8 The **Technical Bid** will be **opened on 01/09/2026 at 16:00 Hrs** in the presence of tenderers who wish to be present at Ph. Number-8765678208. All tenderers are advised in their own interest to be present on that date at the specified time following the norms of social distancing as per govt. guidelines.

1.9 The SBI reserves the right to accept or reject any or all the tenders without assigning any reason thereof. In case of exigency and depending upon the suitability, the Bank may as well accept more than one proposal to suit its total requirements.

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

1.11 The short listed lessors will be informed by the SBI for arranging 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 shall be made **by Account Payee Cheque or RTGS/NEFT.**

1.13 **Preference** will be given to the exclusive building/floor in the building having ample parking space in the compound / basement of the building. **Preference will also be given to the premises owned by the Govt. Departments / Public Sector Units /Banks.**

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

1.14a Premises to be away from fire hazardous establishments like petrol pump, gas godown, chemical shops & high tension electrical wires etc. Premises should not be located on low lying area, water logging area.

1.14 b The details of parameters and its weightage for technical score has been incorporated in Annexure I. The selection of premises will be done on the basis of **techno commercial evaluation**. **70%** weightage will be given for **technical** parameters and **30%** for **price bid**. The score finalized by

Committee of the SBI in respect of technical parameters will be final and binding to the applicant.

1.15 The **income tax and other taxes** as applicable will be **deducted at source** while paying the rentals per month. **All taxes and service charges** shall be **borne by the landlord**. While renewing the lease, the effect of subsequent increase/decrease in taxes and service charges shall be taken into account 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 make the payment of the same at his sole discretion and thereafter it shall be entitled to be reimbursed by the landlord and also will be entitled to deduct the payment made from the rent payable to the landlord.

It is to be noted that **landlord will be required to raise the bill to the BRANCH, Maharajganj Dist.-Mahrajganj every month for the rent due to them indicating the GST component also in the bill separately if applicable. The bill also should contain the GSTIN number of the landlord, apart from name, address etc. of the landlord and the serial number of the bill, for the bank to bear the burden of GST otherwise, the GST if levied on rent paid by landlord directly, shall be reimbursed by the BRANCH Maharajganj, Dist.-_Mahrajganj_ to the landlord on production of such payment of tax to the Govt. indicating name, address and the GST registration number of the landlord.**

1.16 **NIL**

1.17 **Mode of measurement for premises is as follows:**

Rental will be paid on the basis of Carpet Area. Area which will be measured as per relevant IS code / Bank's Premises Manual.

Components/ Areas like Lift, Lift wall, Ducts, Staircase, Service shafts, Shafts for sanitary & water supply installations, Balcony, Projection, Terrace, parking space, space for DG set, over head and underground storage tank, Pump room, Architectural features, canopy, Chajja, area of loft etc. will not be counted in Carpet Area. Landlord is advised to quote the rates as per Carpet Area while filling the price bid.

1.18 The floor area i.e. Ground floor with the corresponding rate for rent /taxes should be mentioned in the Price Bid. **The number of car parking spaces and two wheelers offered should be indicated separately.**

1.19 The **successful intending lessor should arrange to obtain the municipal license /NOC /approval of layouts etc from Local Civic Authority /collector / town planning etc. for carrying out the interior furnishing of the premises by the Bank.** Intending Lessor should also obtain the **completion certificate** from Municipal authorities after the **completion of interior furniture work.** The required **additional electrical power load of approximately 25-30 KVA will also have to be arranged by the intending lessor at his/her cost** from the State Electricity Board or any other private electricity company in that area etc. and NOC and the space required for installation and running of the generator, provision of installation of AC Outdoors Units, Bank's Signage at front & side fascia, Earth stations, V-SAT, etc will also have to be provided within the compound by the bidders/ lessor at no extra cost to the Bank.

1.20 Intending Lessor should obtain and furnish the structural stability certificate from the licensed structural consultant at his own cost.

1.21 The intending lessor shall obtain/submit the proposal to Municipal Corporation/Collector/town planning etc. for the approval of plans immediately after receipt of approved plans along with other related documents so the interior renovation work can commence.

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

1.23 Rent should be inclusive of all present and future taxes what so ever, Municipality charges, society charges, Maintenance charges and all other charges except the GST which will be paid extra.

1.24 Electricity Charges will be borne by the Bank but the provision for adequate water supply and its incidental costs should be maintained and borne by Landlord/ owner.

1.25 All civil works such as ATM Room, Toilets, Store room, Pantry with all accessories and doors etc. (additional / alteration) as per Bank's requirements, server room & UPS room made up of brick work, Rolling shutter, collapsible grill door at entry, ramp with(grade 304) railing for disabled/old people, **double charged white vitrified tile flooring**, inside and outside painting with acrylic emulsion paint / synthetic enamel paint etc., windows, safety grill etc as advised by the Bank directly or through Bank's appointed Architect will be carried out by landlords' at their own cost before handing over possession to the Bank, Landlords will submit approved plan, Competent Authority



permission, structural stability and soundness certificate before possession by the Bank.

1.26 The landlord has to construct all toilets as per brands and makes approved by the Bank.

Note- Stability Certificate by Competent Structural Engineer should be given to the Bank on completion of construction of Building. Bank shall not be responsible for any loss or damage caused to the Building due to construction of Building.

1.27 Plastic paint of walls, ceilings, enamel painting of doors and windows etc. as per the Bank's instructions shall be done by the owner/s after every two/three years failing which the Bank shall be at liberty to get the same done at the risk and cost of the owner/s and deduct all such relative expenses from the rent payable to the owner/s.



1.28 The owner shall carry out civil, sanitary and electrical, repair/ maintenance works and ensure the roof remains water-tight during the lease period. In case the above repairs are required and the owner/s fails to attend to the same, the Bank will carry out necessary repairs at the risk and cost of the owner/s and deduct all such relative expenses from the rent payable to the owner/s.

1.29 Interior works like loose furniture, drywall partition system, cubicles, cabins, false ceiling, AC, Lighting fixtures, signages, compactors for storage, electrical wiring for interior works etc. will be done by the Bank as per requirement.

Place:

Date:

Name & Signature of lessor with seal if any

DETAILS OF OFFER

OFFER SUBMITTED FOR LEASING PREMISES

With reference to your advertisement in the _____ dated _____

We hereby offer the premises owned by us for housing your branch / office on lease basis:

General Information:

Location as name of the nearest local railway station and its distance from the site:

a.	Name of the Building	
a.1	Door No.	
a.2	Name of the Street	
a.3	Name of the City	
a.4	Pin Code	
b.	(i) Name of the owner (ii) Address (iii) Name of the contact person (iv) Mobile no. (v) Email address	

Technical Information (Please mark at the appropriate option)

- a. Building - Load bearing ----- Frame Structure
b. Building - Residential ----- Institutional ----- Industrial
-----Commercial
c. No. of floors
d. Year of construction and age of the building
e. Floor of the offered premises

Level of Floor	Floor Area
Ground Floor	
Total Area	

Note- The rentable area shall be in accordance with the one mentioned under clause/para 1.17 of Technical Bid.

Building ready for occupation Yes/No



If no, how much time will be required for occupation ----- with end date.

Amenities available

Electric power supply and sanctioned load for the floors Offered in KW (Mentioned) Yes/No

Running Municipal Water Supply Yes/No

Whether plans are approved by the local authorities Enclose copies Yes/No

Whether NOC from the department has been received Yes/No

Whether occupation certificate has been received Enclose copy Yes/No

Whether direct access is available, if yes give details Yes/No

Whether fully air conditioned or partly air conditioned Yes/No

Whether lift facilities are available Yes/No

No. of car parking/scooter parking which can be offered exclusively to the Bank. 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. 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 lessor with seal

PREMISES REQUIRED ON LEASE

Parameters based on which technical score will be assigned

(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

S. No	Parameters	Actual Situation	Total Marks	Marks Obtained
1	Area of premises:	 Sq.ft premises possible in one single Ground floor: 20 Sq.ft premises possible in G.F + 1st Floor: 10	20	
2	Plot/Premises location	On main/ Wide road : 20 Inner side from Main road : 10	20	
3	Plot/Existing building	Existing premises with possibility of modification for currency chest as per RBI Specifications: 20 Open plot without any existing structure: 15 Existing premises without any possibility of modification for currency chest as per RBI Specifications: 00	20	
3	Plot/Premises Frontage from road	>= 60 feet = 10 >= 50 feet = 07 >= 40 feet = 05 < 30 feet = 00	10	



4	Covered / Built up exclusive parking for SBI (Allotted Parking)	1. 2 four wheeler + 10 two wheeler : 10 2. 1 four wheeler + 08 two wheeler : 07 3. 0 four wheeler + 05 two wheeler : 05	10	
---	---	---	----	--

		4. 1 Four wheeler + 05 two wheeler: 03 4. No parking : 00		
5	Surrounding of plot of the building	Adequate natural light and ventilation : 10 In-adequate natural light and ventilation : 00	10	
6	Ambience, convenience and suitability of plot as assessed by Premises Selection Committee	As assessed by Premises Selection Committee.	10	
	Total		100	

- If a bidder scores 00 marks in any of the above mentioned criteria, his/her offer will be disqualified and price bid of such bidder will not be opened.

Date:

Signature and Seal if any of applicant

PRICE BID

PREMISES OFFERED ON LEASE FOR SBI, MAHARAJGANJ BRANCH, DIST-MAHARAJGANJ

Rent:

Level of floor/ Floor no.	Built-up Area	Rent per sq.m. per month (Rs.) #Please refer note below	Total rent per month
Total			

Rentable area will be based on "Built-up" of the floor in accordance with IS 3861-2002 the one mentioned under para / clause of technical bid. Rent will be paid only for covered built up area & no rent payable for open area provided. Please note that the rent should be inclusive of municipal taxes/cess, service charges like society charges, maintenance charges etc. and will not be paid separately by the Bank.

The GST if levied on rent paid, shall be reimbursed by the SBI to the landlord on production of such payment of tax to the Govt.

Declaration

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

Place:

Date:

Name & Signature of lessor(s) with seal if any

Signature of applicant

Name & address

Mobile No.

Please note:

As per our tender terms & conditions 1.14 selection of premises will be done on the basis of **techno commercial evaluation**. 70% weightage will be given for **technical** parameters and 30% for **price bid**.

