NIT	RBO1/AO7/26-27/01
DATE	03.09.2026

STATE BANK OF INDIA
REGIONAL BUISNESS OFFICE , RBO 1 Hubballi

INVITES TENDER FOR HIRING OF PREMISES ON LEASE PORTAL
FOR **HMDC CIRCLE DHARWAD BRANCH**

Last date for submission of Tenders: **3.00 P.M by 25.09.2026**

Tenders to be submitted to:

The Regional Manager
State Bank of India, RBO 1 Hubballi
State Bank of India
2nd Floor, T.S.Complex.
Solapur road,
Keshwapur, Hubballi

-

TENDER SUBMITTED BY:

NAME : ....

ADDRESS : ....

EMAIL : ....

STATE BANK OF INDIA
REGIONAL BUSINESS OFFICE 1, AO-7

PREMISES REQUIRED ON LEASE

State Bank of India invites offers from owners/ Power of Attorney holders for **ready built premises on lease rental basis for commercial/ Office use having Carpet area of about 186 Sqm (2000 Sq.ft +/- 10%) for SBI HDMC Circle, Dharwad** Branch to be located on the main road within a radius of 500 meter from Jubilee Circle Dharwad.

The premises should have all facilities including adequate power load, water supply, parking space, space for keeping generator, e-lobby and V-SAT, good frontage (free of cost). The entire space should preferably be on one single floor preferably on Ground Floor. Premises should be ready for possession/ occupation. The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from **SBI website https://sbi.bank.sbi from 03.09.2026 to 25.09.2026**. Preference will be given to the premises owned by the Govt. department, Public Sector Units/Banks.

The offers in a sealed cover complete in all respects should be submitted to **Regional Manager, State Bank of Inda, 2nd Floor, T S Complex, Solapur Road, Keshwapur, Hubballi on or before 3.00 PM on 25.09.2026**. SBI reserves the right to accept or reject any or all offers without assigning any reasons therefore. Brokers will not be entertained.

Sd/-
Regional Manager

NOTICE INVITING TENDER (NIT)

PREMISES REQURIED ON LEASE

State Bank of India invites Tender in Two bid System from the Landlords/Legal owners/PA holders.

1	Nature of Work	Tender to acquire office premises on lease rental for commercial Ready built or under construction with a carpet area of approximately 2000 Sq. ft. (186 Sq. m. **+/-** 10%**)** within a radius of 500 meter from Jubilee Circle Dharwad for opening of HDMC Circle Dharwad Branch
2	Bid Document availability including Corrigendum if any	From 03.09.2026 to 25.09.2026 Refer Bank's website sbi.bank.in => SBI in the news => Procurement news.
3	EMD (Earnest Money Deposit)	Nil
4	Clarification of queries	In the Pre-bid meeting
5	Pre-Bid Meeting	From 3.00 PM to 4.00 PM on 24.09.2026
6	Pre-Bid Meeting Venue	State Bank of India, RBO-1 Hubballi, 2nd Floor, TS Complex, Solapur Road, Keshwapur, Hubballi
7	Last date and time for submission of tender	3.00 P.M. On 24.09.2026
8	Place, Address for submission of tender/contact person/telephone no	The Regional Manager, State Bank of India, RBO-1 Hubballi, 2nd Floor, TS Complex, Solapur Road, Keshwapur, Hubballi
9	Date, Time and Place of opening of Technical Bid (representatives of Bidder may be present during opening of Bids. However, Bids would be opened even in the absence of any or all the bidder's representative)	On 25.09.2026 at 4.00 P.M State Bank of India, RBO-1 Hubballi, 2nd Floor, TS Complex, Solapur Road, Keshwapur, Hubballi
10	Date, Time and Place of opening of Commercial/ price Bids	On a subsequent date which will be communicated to such bidders who qualify in the technical evaluation.
11	Bid Validity	The offers/ tender should be valid for 04 (Four) months from the last date of receipt of the tender.
12	Technical Evaluation of Bids	By a committee comprising of officers from State Bank of India
13	MOU	To be signed by Bank and successful bidder
14	Timelines for handing over the complete possession of	Ready Built- 30 Days

	premises as per Bank requirement	Under Construction – 2 months Propose construction - 6 months From the date of signing MOU, to handover ready to occupy premises as per the plan approved by Bank.
15	Contact info od RBO/Branch Officials	Branch Manager: Mr. Vamshi Abhishek Mob: 7204851856

The interested Landlords/owners/PoA holders should submit their offers in the Bank/s prescribed formats in **Two Cover system i.e. 'Technical Bid' and 'Price Bid' Separately.**

These formats can be downloaded from Bank's website https://sbi.bank.in/web/sbi-in-the-news/procurement-news

The application/tender forms in two separate sealed covers shall be superscribed as under:

Cover -1 - ' Technical Bid: Lease/Hiring of Premises for HDMC Circle Dharwad Branch'

Cover -2 – ' Price Bid: Lease/Hiring of Premises for HDMC Circle Dharwad Branch'

Name, address and contact no. of bidder should be clearly written on each cover.

The above two covers should be sealed in a third cover with name, mobile number and active email of the applicant and the name of the branch/ office for which the premises is being offered clearly indicated thereon, should be submitted/sent to below mentioned address to reach up to 3.00 PM on 25.09.2026

The Regional Manager,
State Bank of India, RBO-1 Hubballi,
2nd Floor, TS Complex, Solapur Road,
Keshwapur, Hubballi

Only the bidder/ authorized representative on behalf of bidder, carrying authority letter or power of attorney with him/her along with photo ID and address proof shall be allowed to sign the document/ Application/ attend any meeting/ bid opening.

Incomplete or late received offers will not be entertained. Brokers are not entertained and no brokerage will be paid by the Bank.
The Bank reserves the right to cancel/reject any offer without assigning any reason thereof.

Corrigendum if any would be posted on the Bank's website only. Hence, applicants are advised to visit Bank's website regularly for above purpose.

All pages of the draft agreement shall be signed as a token of acceptance and shall be submitted along with technical bid. Applications without signed agreement copy shall summarily be rejected.

Sd/-
Regional Manager

TECHNICAL BID (COVER- A)

(TO BE SUBMITTED IN A SEPARATE SEALED ENVELOPE)

STATE BANK OF INDIA
REGIONAL BUISINESS OFFICE 1, AO7

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. The Technical Bid and Price Bid for the proposal should be kept in separate sealed envelopes and these two envelopes be placed in a single cover superscribing **"Tender for leasing of Premises for SBI** HDMC Circle Dharwad Branch**"** to **Regional Manager, State Bank of India, Regional Business Office 1, Keshwapur, Hubballi**.

Important points of parameters:

1	Carpet Area	Approximately 2000 Sq.ft. (186 Sq.m +/- 10%) Preferably at Ground Floor. (The measurement of carpet area shall be as per definition of RERA carpet area. Carpet area mentioned in the document.)
2	Covered Parking Space	Preferable for minimum 02 cars and 05 two wheelers at free of cost
3	Open Parking area	Exclusive Open parking area for Bank's customers to be provided at free of cost.
4	Amenities as per terms & conditions	24 hours water facility, Electricity loas as per requirement, Ramp with SS304 handrails, Space for Generator, rooftop solar, V-SAT antenna, AC outdoor units, earth pits etc.
5	Desired location	Within radius of 500 m from Jubilee Circle Dharwad on the main road
6	Preference	i. Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority. ii. Single Floor (Ground Floor) iii. Govt. Departments/ PSU/ Banks
7	Premises requirements	Least clear width of the premises shall not be less than 30' and least height from FFL to Roof beam bottom shall not be less than 9'6". Landlord has to carry out all civil works & external electrical works including providing electrical meter as per specifications & layout issued by the Bank. Interior furnishing, internal wiring, air-conditioning will be carried out by the Bank.
8	Initial period of lease	10 years (Initial 5 years + 5 years with predetermined increase in rent @ 15% -25% after expiry of first term of 5 years, with option of renewal for

		another 10 years (5 years +5 years) on mutually agreed terms.
9	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids (to be decided by the appropriate authority).
10	Validity of offer	4 months from date of submission of the offer.
11	Stamp duty/ registration charges/ TIR/ advocate charges	To be shared in the ratio 50:50
12	Fitment Period (wherever possible)	45 days rent free fitment period from handover of premises for completion of interior furnishing work by Bank. It is clarified that Bank shall not be liable for any rent/ premium etc. to the successful bidder during the aforesaid period of 45 days.

Corrigendum. Addendum can be issued up to last date of submission. Hence, bidders are advised to visit Bank's website regularly till one week after the last date of submission.

TERMS AND CONDITIONS

1.1 The successful bidder should have clear and absolute title to the premises. **The Bank shall obtain legal title investigation report from the SBI empanelled advocate at own cost which shall be reimbursed by the successful 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 only during the **tenure of the lease by serving three(3) months prior notice.** 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 Bank after due date and time i.e. **25.09.2026** after **3:00 PM** shall be rejected.

1.3 The bidders/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 Manager, State Bank of India, Regional Buisness Office 1, second floor, T.S.Complex, Solapur Road, Keshwapur, Hubballi**

1.4 All columns of the tender documents must be 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 tenderer. Any overwriting 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 The offer should remain valid at least for a period of 4 (four) months to be reckoned from the last date of submission of offer i.e. **25/09/2026.**

1.6 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 lessor is required to attach a separate sheet "list of deviations", if any.

1.7 The Technical Bid will be opened on **25/09/2026 at 4.00 PM in the presence of tenderers who choose to be present at State Bank of India, Regional Business Office 1, Regional Business Office 1, second floor, T.S.Complex, Solapur Road, Keshwapur, Hubballi.** All tenderers are advised in their own interest to be present on that date at the specified time.

1.8 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.

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

1.10 **The short listed bidder/lessor will be informed by the SBI for arranging site inspection of the offered premises.**

1.11 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.

1.12 The selection of premises will be done on the basis of techno commercial evaluation. 70% weight-age will be given for technical parameters and 30% for price bid. The score finalized by Committee of the SBIIMS/SBI in respect of technical parameters will be final and binding to the applicant.

1.21 The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. All taxes shall be borne by the landlord. While renewing the lease, the effect of subsequent increase/decrease in taxes shall be taken into account for the purpose of fixing the rent. However, the landlord will be required to bill the concerned Branch Manager, SBI every month for the rent due to them indicating the GST component also in the bill separately. The bill also should contain the GST 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 SBI to the landlord on production of such payment of tax to the Govt. indicating name, address and the GST registration number of the landlord. Income Tax and other statutory clearances shall be obtained by the lessors at their own cost as and when required. All payments to the landlord shall be made by Account Payee Cheque or RTGS/NEFT.

1.14 Mode of measurement for premises is as follows: **Mode of measurement of Carpet area will be in accordance with the Indian Standard mode of measurements.**

1.15 The floor wise area viz. Ground, First, Basement if any, etc with the corresponding rate for rent/taxes should be mentioned in the Price Bid. The number of car parking spaces offered should be indicated separately.

1.16 The successful bidder/lessor should arrange to obtain the municipal license/ NOC/ approval for a) Banking activities in the premises and b) Layouts etc from Local Civic Authority/collector/town planning etc. for carrying out the interior furnishing of the premises by the Bank. Bidder/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 **30 KW** will also have to be arranged by the bidder/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.

1.17 Bidder/Lessor should obtain and furnish the structural stability certificate from the licensed structural consultant at his cost.

1.18 The landlord 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, in case of unfurnished premises.

1.19 **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 of the premises by the Bank which shall not include the fitment period of 45 days.** The lease agreement will include inter-alia, a suitable exit clause and provision of de-hiring of part/full premises.

1.20 Rent should be inclusive of all present and future taxes whatsoever, municipal charges, society charges, maintenance. However, GST shall be paid extra at applicable rate and manner. However, 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.

1.21Electricity charges will be borne by the Bank but water supply should be maintained by the Landlord/owner within the rent.

1.22 All civil works such as ATM Rooms, Toilets, Store room, Pantry with all accessories and doors etc. as per Bank's requirements, cash room with door and ventilation as per Bank's specifications, RCC locker room (as per Bank's specifications), Currency chest room (A category strong room) as per Bank's specifications(locker room door and ventilator shall be provided by the Bank), Rolling shutter, collapsible grill door at entry, ramp with S.S (grade 304) railing for disabled/old people, **double charged vitrified tile flooring of Asian Tiles/Kajaria/Johnson or equivalent make having Rs.70/sft as basic price**, inside and outside painting with acrylic emulsion paint for walls & ceiling and synthetic enamel paint for windows, safety grill etc as advised by the Bank directly or through Bank's appointed Architect shall be carried out by landlords at their own cost before handing over the possession of the premises to the Bank, Landlords shall submit approved plan, Competent Authority permission, structural stability and soundness certificate before possession by the Bank.

1.23 All openings/windows to have glazed lockable windows preferably of Aluminum or UPVC with security M.S. grills. The M.S. grills should be of 12mm square bars placed at 4"c/c both ways made in angle frame work shall be fixed by landlords at their own cost.

1.24 Interior works like loose furniture, dry wall partition system, cubicles, and cabins false ceiling. AC lighting fixtures, signages, compactors for storage, electrical wiring for interior work etc, will be done by the Bank at its own cost as per requirement.

1.25 The inner walls should be finished wall care putty of Birla, altek etc. The walls should be painted with atleast two coats of premium interior plastic emulsion paint of reputed brands like Asian / Berger / Nerolac etc. All wood/M.S are to be painted with two coats of Enamel paint. The shade/colour to be approved by Bank. Ceiling to be painted with white color. The front elevation and all external walls of the premises to be painted with APEX-UL-TIMA.

1.26 Premises should have an independent/direct access from road and not through some other establishment. Premises should have 24x7 free access.

I undertake to construct/modify the building in accordance with the above specifications and the General standard specifications for constructions/ additions given in the said tender as per layout plan provided by the Bank. In case it is found at any stage after the building is taken over by the Bank that any of the above work has not been executed by me, I undertake that the same may be carried out by the Bank at my cost.

Place:
Date: Name & Signature of bidder/lessor

GENERAL TERMS & CONDITIONS

1) Preference will be given for Premises owned by Govt. Departments/PSU/Banks.

2) Rent quoted for carpet area of the building & ATM. No extra cost shall be payable for setback, parking, frontage areas/ any other vacant space in & around the proposed branch building.

3) The property including setback and frontage area to be properly secured with compound wall (min 5' height from plinth level) with necessary Main gate & wicket gate.

4) In case of existing building, superstructure / RCC framed structure should have been constructed as per the sanction/ approved plan of the competent development authority / town planning authority. The building should be well maintained. Property tax shall be assessed for the building as commercial category.

5) Permission for commercial use of premises/approved plan/ any other acceptable proof for commercial use should be provided.

6) Premises should have occupation certificate or any acceptable proof issued by the competent authority

7) The entire property shall belong to same owner(s). The bidders should have clear and marketable title to the premises offered. Successful bidder should furnish legal title report from the SBI empanelled advocate at their own cost.

8) Tenderer should ensure that proposed building including the land is free from any dispute/encumbrance in any court of law.

9) Offers from landlords/owners/title holders only would be acceptable.

10) Tenderer should ensure that proposed building/plot have no dues of any revenue/tax authority/statutory authority.

11) Space should be given for placing Bank's name board at entrance/ front façade.

12) Late received or incomplete offers will not be accepted.

13) Brokers are not entertained and no brokerage will be paid by the Bank.

14) The successful bidder shall have to execute the lease deed as per the standard terms and conditions finalized by the SBI. Stamp duty and registration charges, TIR / advocate charges for execution of the lease deed will be shared equally (50:50) by the Owner/GPA Holders and the Bank.

15) The period of lease will be for 10 years (Initial period of 5 years + additional 5 years with predetermined increase viz. 15% to 25% in rent after expiry of first term of 5 years) with requisite exit clause available to the Bank / Landlord to facilitate full / part de-hiring of space by the Bank during the pendency of the lease. There should be an option to review the lease for a further period of 10 years (5 years + 5 years) on mutually agreed terms, after expiry of the initial period of 10 years.

16) Quoted rent should be inclusive of all taxes, charges such as Municipal/property tax, water tax/deposit, cess, drainage tax/deposit, electrical deposit, electrical load enhancement charges, transformer cost (if any), etc. However, GST if applicable, will be borne by bank (subject to govt. guidelines).

17) Tender document received after due date and time shall not be considered. Tenders received after the due date due to delay by postal services will not be considered.

18) All columns of the tender documents must be duly filled in, and no column should be left blank or filled with vague/ambiguous information. All pages of the tender documents (Technical and Price Bid) are to be signed by the bidder/authorized signatory. Any over-writing or use of white ink is to be duly authenticated under full signature of the bidder/authorized signatory.

19) In case the space provided in the tender document for filling information is found insufficient, the bidders may attach separate sheets, duly signed by the bidder/authorized representative, after putting remark to this effect in the provided place.

20) The date of opening of Price Bid will be intimated to the shortlisted bidders at least 24 hours prior to the date of opening of the price bid. All tenderers are advised in their own interest to be present on the given date and time at the specified venue.

21) Canvassing in any form will disqualify the tenderer. No broker shall be allowed to attend any meeting/ bid opening. Only authorized representative on behalf of bidder, carrying authority letter/power of attorney with him/ her along with photo ID and address proof shall be allowed to attend any meeting/ bid opening.

22) The bidder will be informed by the SBI on the contact details given by them, for arranging site inspection of the offered premises.

23) The bidder who is declared successful shall be required to execute MoU and lease deed in the bank's prescribed lease deed format. No request for any deviation in the terms and conditions stipulated in the draft lease deed shall be entertained. Income Tax and other statutory clearances shall be obtained by the Owner/GPA Holders at their own cost as and when required.

24) The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. All taxes, cess, service charges shall be borne by the landlord. However, the GST, if applicable, shall be borne by the Bank on submission required documents. The landlord shall submit the Tax Invoice in the prescribed format to the BRANCH OFFICE every month for the rent due to them indicating the GST component separately. The Invoice should also contain the GSTIN number of the landlord and Bank, apart from name, address etc. of the landlord and the serial number of the invoice.

25) The interest free rental deposit equivalent to maximum six month's rent may be granted to the landlord at the time of taking possession of the premises depending upon the need / demand of the landlord and approved by the Bank for the same. Such deposit shall be adjusted against the rent payable during the notice period (in case of early termination) and any remaining amount shall be returned by the landlord to the Bank on vacating the premises. In

case of expiry of lease, the entire rental deposit shall be returned by the landlord to the Bank on vacating the premises.

26) The Owner/GPA Holder should arrange to obtain the municipal license/NOC/approval of layouts etc. from Local Civic Authority/collector/town planning. Owner/GPA Holder should also obtain the occupation certificate from Municipal authorities before starting interior furnishing work by bank.

27) Owner/GPA Holder should obtain and furnish the structural stability certificate for the premises.

28) The Owner/GPA Holder shall provide space for installation of V-SAT device(receiver) on the terrace of the selected/finalized premises and direct/suitable access for reaching the place for repair and maintenance. This area will not be considered in rentable area, and no separate payment shall be made to the landlord for this purpose.

29) The Owner/GPA Holder shall provide suitable space for installation of AC Outdoor units. This area will not be considered in rentable area. Bank will prefer to choose suitable location such as terrace, balcony, facade or any other location and direct/suitable access for reaching the place for repair and maintenance.

30) After completion of selection process, successful bidder will have to sign MOU with Bank containing the terms & conditions, works to be carried out by the landlord etc. Landlord should intimate the bank in writing after completion of all works attaching all documents (such as occupation certificate, permission for commercial use, all statutory clearances from govt. authorities e.g. Fire department) for inspection and joint measurement of area. On satisfactory completion of work, lease agreement will be executed. The lease agreement will include interalia, a suitable exit clause and provision of de-hiring of part/full premises.

31) Rent should be inclusive of all present and future taxes whatsoever, Municipality charges, society charges, Maintenance charges and all other charges except the GST and GST will be paid by Bank in addition to the rent amount.

32) Bank can make additions and alterations/ dismantling, install, erect, fix and set up such internal partitions, walls and electrical and sanitary and other fixtures and fittings, counters, vaults, lockers, cabinets, doors, gates, air-conditioning plants in the demised premises and every part thereof as the Bank may require without causing any material damage or affecting the safety of the structure.

33) Bank is at liberty to carryout Interior works like various furniture, partition system, cubicles, cabins, false ceiling, panelling, AC, lighting fixtures, fixing signage in front of premises, compactors for storage, electrical wiring for interior works etc. In the process holes will be drilled in the walls and floors, chasing for fixing the said items and/or the cables/ducts etc. The Owner/GPA Holder should not have objection in this regard.

34) The decision to identify the successful bidder by the Bank shall be final and No correspondence will be entertained from unsuccessful bidders

35) Landlord should be able to give vacant possession of the premises within the time mentioned in NIT after carrying out necessary changes/alterations as required by the bank.

36) Bids received with changes/amendments in the standard Terms and conditions are liable to be rejected.

37) In case of a tie between the offers, the offer which has scored higher marks under the technical evaluation shall be awarded the tender.

38) If the bids are submitted by an authorized agent/GPA holder, they should be counter-signed by the owner or an authority letter specifying clearly the powers and responsibilities of the agents/GPA to be enclosed.

39) The rate quoted in the price bid is inclusive of vehicle parking charges. No separate charges will be paid for vehicle parking as required by Bank.

40) The owner shall hand over the possession of the building after getting it constructed/modified/altered as per Bank's requirements and obtaining all statutory clearances from the local and government authorities for the leasing and use of the building e.g. Fire department's clearance, occupation certificate, electrical inspectorate approval etc. as applicable.

41) Preference by way of mark will be given as per merits based on Location, Exclusive buildings, Main Road approach, Parking, Age/Structural condition of Building etc.

42) Landlord should indemnify SBI from all forms of statutory requirements during currency of the contract.

43) Landlord under any unacceptable circumstances/unilaterally, shall not demand the bank to vacate the premises before completion of at least 10 years. In such cases, Landlord is liable to compensate the losses incurred by the Bank towards shifting to another location.

44) The advance as mentioned will be paid only after physical handing over of completed building.

45) The SBI reserves the right to reject the incomplete tenders or defective tenders. The SBI also reserves right to reject any or all the tenders at any stage or to cancel the entire tender process without assigning any reasons to any bidder. The Bank shall not be liable for any payment/compensation/rent/opportunity loss etc. to the bidder upon such rejection or cancellation of tender process.

46) Bank's decision in this regard shall be final and binding on all the bidders. In case of any dispute, jurisdiction of Court in all cases shall be in __________/_______ (District / State) only till finalization of the successful bidder.

47) The above conditions are only illustrative not exhaustive. Other works depending upon the site conditions & as directed by the bank are to be complied with.

SAMPLE FORMAT OF LEASE AGREEMENT

The Lease Agreement is made on this _________________ day of __________________200__between Shri /Smt.___________________________________ son/wife of Shri ____ (hereinafter referred to as the lessor which expression unless repugnant to the context shall include his heirs, executors, administrators, representatives, successors and assigns) of the one part.(If the Lessor is a firm, company etc., the description should be accordingly be changed).

AND

The State Bank of India, a Bank constituted under the State Bank of India Act, 1955 having its Corporate Office at State Bank Bhavan, Madame Cama Road, Mumbai, a Local Head Office at _________________ a branch / office at _______________ (hereinafter referred to as "The Lessee" or "The Bank" which expression unless repugnant to the context shall include its successors and assigns) of the other part.

WHEREAS

The lessor (s) has / have at the request of the Lessee agreed to grant to the Lessee a lease of the premises more fully described in Schedule hereunder and the Lessee has agreed to take the premises on lease under the terms and conditions specified herein below.

The lessors being seized and possessed or otherwise well and sufficiently entitled to the premises particularly described in the Schedule hereto and entitled to grant a lease of premises have agreed to grant a lease of the premises particularly described in the schedule.

Now this INDENTURE WITNESSES that in consideration of the rent hereinafter reserved and the covenants and stipulations hereinafter contained and on the part of the lessees to be performed and observed, the lessors both hereby demise unto the lessee the premises as described in schedule here together with the easements, liberties, appendages and appurtenances thereunto belongings with exclusive and independent entry to the said premises and compound through paths, staircases, lifts and from public road and the right to pass and repass over the open spaces / compound in and around the said premises and the buildings and the right to park vehicles therein and thereon to have and to hold the said premises (hereinafter referred to as the "demised premises") unto the lessee for the term of 10 years (5 years + 5 years with an increase of rent by 15-25% from the initial period of 5 years) commencing from ------------ with the absolute option to the Bank to renew the lease for further 10 years (5 years + 5 years) on mutually agreed terms, yielding and paying thereof unto the lessors the monthly rent of Rs ------- subject to TDS on or before the ----- day of the following month to which it relates and in consideration of the lease of the premises the lessee hereby covenant with the lessors that :-

1. The Lessee to the intent that the obligations may continue throughout the term hereby created doth hereby covenant with the Lessor (s) as follows :-

(i) To pay by Banker's cheque or otherwise as agreed / the said monthly rent hereby reserved on the day and in the manner aforesaid subject to TDS.

(ii) To pay _____ months rent as advance deposit which is refundable at the time of determination of lease with interest at a rate applicable to overdraft. However, the lessor/s at the time of termination of lease and vacation of the premises thereon, is/are entitled to adjust the said deposit with interest towards the rent (subject to TDS) due if any, as on the date.

(iii) To pay all charges for electricity and water consumed by the Lessee in the demised premises to the appropriate authority according to the reading of the electric metre or water metres to be installed in the demised premises by the Lessor (s) at his/their costs for the Lessee's use.

2. (i) The Lessee shall be entitled at any time during the said terms; to install, erect, fix and set up such internal partitions, walls and electrical and sanitary and other fixtures and fittings, counters, vaults, lockers, cabinets, doors, gates, air-conditioning plants in the demised premises and every part thereof as the Lessee may require without causing any material damage or injury to the demised premises and on the expiration or sooner determination of this lease to remove the same and every part thereof at its own costs without thereby causing any material damage to the demised premises.

(ii) To use the demised premises for the purpose/s mentioned herein below :-

(a) on site ATMs
(b) Housing of outfits of the subsidiaries/associates of the lessee.
(c) For cross selling purposes
(d) Branch/Office of the lessee
(e) Guest House etc.

(iii) To display its signboard / boards, hoarding, neon signs in such a manner at such portion of the demised premises whether inside or outside or on the outer wall of the demised premises which the Lessee may in its absolute discretion think fit and the Lessor (s) shall have no objection thereto.

(iv) To yield and deliver up peacefully and quietly vacant possession of the demised premises to the Lessor (s) at the expiration or earlier determination of the lease period as the case may be, in a good condition except reasonable wear and tear.

(iv) To allow the Lessor/s or his / their agents to enter, with or without workmen and / or architects, contractors etc. the demised premises or any part thereof by giving prior notice in writing to the Lessee to inspect the state and condition of the premises or any part thereon for the purpose of carrying out such repairs as required / found necessary under law or otherwise.

(v) Lessor shall not construct any structure obstructing view of the proposed branch building and shall not utilize/occupy the vacant/setback/parking space within the compound wall.

(vi) Lessor shall not undertake any vertical expansion of the branch building without obtaining 'No Objection' from the Bank.

3. The Lessor (s) do and each of them doth hereby covenant with the Lessee as follows:-

(i) On the Lessee paying monthly rent hereby reserved and covenants and conditions herein contained and on the part of the Lessee to be observed the Lessee shall quietly hold, possess and enjoy the demised premises and every part thereof during the period of lease or any extension thereof without any interruption from or by the Lessor (s) or any person or persons lawfully or equitably claiming by / through / under or in trust for the Lessor/s or successors or assigns.

(ii) The lessor/s hereby declare and acknowledge the availment of __________ loan of Rs. ________ for the construction of new premises / for carrying out additions / alterations to the premises and lessee is entitled to adjust 75% or entire rent towards the installments / dues for liquidation of the said loan with interest within a maximum period of 7 years as stipulated under the loan documents dated _____________ and is also bound by the terms and conditions agreed to under the said loan documents.

(iii) The Lessor (s), shall not nor shall he/they allow any person to use or carry on any noisy hazardous occupation or business in or upon any part of the said premises or any adjoining premises thereon which may cause annoyance or inconvenience to and /

or otherwise likely to be prejudicial to the interest of the lessee at the demised premises.

(iv) The Lessor (s), during the lease or extension thereof shall pay all present and future municipal taxes assessments and / or other outgoing or impositions whatsoever payable by the owner and / or occupier in respect of the demised premises under the law for the time being in force and shall keep the lessee/s indemnified against all claims, demands, action, suits and proceedings in respect of the same.

(v)The Lessor/s shall maintain at his / their cost adequate and continuous supply of electricity and hygienic, potable filtered and / or tube-well water by means of electrical water pumps and overhead tanks or otherwise for the use of the lessee in the demised premises and to operate and maintain the water pumps in proper condition at their cost.

(vi) The Lessor (s) at his / their own cost, shall effect major repairs to the demised premises and or replacement of plumbing, sanitary, electric fixtures supplied by them, doors, windows glass panes as and when the need arises and upon the request from the lessee for such repairs etc.The Lessors shall keep the demised premises wind and water right and maintain proper repair and condition, the electric, sanitary, water fittings, equipments and appliances, pipelines, drains and sewers and execute all repairs to the demised premises as and when required and also whitewash, colour painting of the interior and exterior of the demised premises atleast once in every three years, including painting of the doors and windows.

(vii) The Lessor/s shall keep the demised premises insured at all time during the term hereby created or any extension/s thereof from loss or damage by fire, earthquake, riots and against such other risks as may be required by the lessee and to make all payments necessary for the above purposes within three days after the same shall respectively become payable and to produce to the Lessee or its agent on demand the several policies of such insurance and the receipts for each such payment and to cause all moneys received by virtue of any such insurance to be forthwith laid out in rebuilding and reinstating the demised premises and to make up any deficiency out of the Lessor's own moneys.

(vii)The Lessor(s) warrants that he / they has / have good, rightful power, absolute authority and indefeasible title to demise the demised premises to the Lessee in the manner herein appearing free from all encumbrances, trusts, his dependents, executions and attachments whatsoever.

(ix) The lessor(s) will not during currency of the lease transfer, mortgage, sell, assign or otherwise create any interest in the demised premises without the prior consent of the Bank in writing.

(x)The Lessor has no objection for Lessee to assign / transfer / sublet the demised premises or part thereof.

(xi)The Lessor shall have no objection whatsoever to the Bank installing, providing and operating a DG Set of required capacity in the demised premises.

(xii)In future, if the Bank requires additional power the Lessor shall arrange for such additional power as per the Bank's requirement at the Bank's cost and expenses.

4. It is hereby agreed by and between the parties hereto as follows:-

(i) In case of default in the payment of the taxes and other statutory dues, service charges, dues to society by the lessor (s) and a demand notice is served on the Bank, the lessee may make payment of the same and such payment shall be against adjustment of future rents payable.

(ii) If the Lessor (s) shall fail or neglect to pay rents, revenues, rates, taxes, impositions, outgoings and ceases howsoever or whatsoever payable by owner or occupant in respect of the demised premises and / or to keep the demised premises and every part thereof in good repair and condition and/or to keep the demised premises insured for such sum and against such risks as may be required for by the Lessee it shall be lawful (but not obligatory) for the Lessee to pay such rates, revenues, taxes, impositions, outgoings and ceases, to incur expenses to keep the demised premises and every part thereof in good repair and condition to keep the demised premises insured for such sum and against such risks as the Lessee in its absolute discretion may think fit and in any one or more of such cases the Lessee will be entitled in its absolute discretion to deduct such payments and such expenses as aforesaid with applicable interest from the rent hereby reserved.

(iii) In the event of the demised premises or any part thereof being materially damaged or destroyed by earthquake, tempest or other act of God, fire, riots or any irresistible force so as to render the demised premises or any part thereof substantially and permanently unfit for the purposes for which they were let, this lease shall, at the option of the Lessee, be void but in the event of the Lessee desiring to continue the lease and the Lessor (s) agreeing to repair the damage or injury the Lessee shall vacate such portion of the demised premises as may be required to enable the Lessor (s) to repair and to restore them to their former state and condition and in such event the whole or proportionate part of the rent as the case may be shall abate till demised premises are restored to their former conditions and the Lessee shall continue to pay the full rent from the date of such completion of repairing or restoration to the satisfaction of the lessee.

(iv) In the event of the demised premises or any part thereof being acquired or requisitioned by Government or any local authority under any Act for the time being in force this Lease shall be determined and the parties shall be entitled to such compensation as they may respectively be entitled under the law.

(v) Notwithstanding anything to the contrary herein before contained, the Lessee shall be entitled and shall have the option to terminate this Lease at any time on giving _________calendar months' prior notice in writing to the Lessor (s) and on expiration of the period to be mentioned in such notice this lease shall cease to be operative.

(vi) If the lessors shall at any time fail and neglect to perform and observe any of the covenants and conditions herein contained and on his/their part to be observed and performed then the Lessee shall be entitled at its option to forthwith determine this Lease.

(viii) The Lessors shall at the request of the Lessee made before the expiration of the term hereby created execute and register a renewed lease of the demised premises in favour of the Lessees a lease for further period/s of ________ from the date of expiration of term hereby created on the same terms and conditions as are herein contained except the monthly rent which may be reduced / increased as mutually negotiated and in any case the increase in rent shall not be more than _____ % of the then existing arrangement. However, if the rent, rates in the market are falling, both lessor and lessee shall negotiate and decide as to reduction in the rent prescribed therein. That the expenses on stamp duty and registration charges required for the execution of lease deed and renewal of lease deed shall be borne by the parties i.e lessors and the Bank in equal sharers.

(viii) Notwithstanding anything contained hereinabove the lessee shall be entitled to surrender, leave and deliver the unused, un-utilised portion/area of the leased premises property to the Lessor in case the Lessee feels that the unused, un-utilised and excess area is not required for the purpose taken on lease during the tenure / currency of the lease without determining /terminating the said lease and continue in occupation the portion required for the purpose after surrendering of the unused and unutilized area / portion and in the event of such partial surrender of the un-utilised area / portion, then rent fixed for the lease will be reduced / decreased proportionately according to the area / portion surrendered by the Lessee. And if such surrender is going to affect the exclusive/independent entry/use for /of the branch/office, the landlord shall make suitable arrangement so that the exclusive independent entry /use for/of the branch/office is not affected in any manner.

(ix) In case the Lessee desires to obtain a Lease of further floor area in the said premises, the Lessor (s) shall grant such Lease to the Lessee, the rent for such further floor area will be determined considering the prevailing circumstances for the time being but in and the period of such Lease shall be co-extensive and coterminous with the period of the Lease in respect of the premises already leased in favour of the Bank.

(x) In the event of the Lessor (s) deciding to sell the demised premises during the tenancy, they shall in the first instance offer the premises to the Bank and the Bank shall within one calendar month from the date of receipt of such offer either accept or reject such offer.

The Schedule above referred to IN WITNESSES WHEREOF THE PARTIES hereto have executed these presents the day and year first above written. Tender terms & conditions published vide NIT NO…………… dated………., and consent letter from the landlord forms part & parcel of this agreement.

SIGNED SEALED AND DELIVERED

By the above named

In the presence of Lessor (s)

SIGNED SEALED AND DELIVERED Address :

By the above named

In the presence of For and on behalf of

State Bank of India,

______________ Br.

Lessee

Witness :-

Signature ______________________

Name______________________

Address______________________

Signature ______________________

Name______________________

Address______________________

Signature ______________________

Name______________________

Address______________________

TENDER FOR HIRING OF PREMISES FOR HDMC CIRCLE DHARWAD BRANCH

TECHNICAL BID : DETAILS OF OFFER

The Regional Manager,
State Bank of India, RBO-1 Hubballi
2nd Floor T S Complex
Solapur Road, Keshwapur
Hubballi

Dear sir,

With reference to your advertisement in the local dailies
__________dated______________, I / we hereby offer the premises owned by us for housing your branch/ office on lease basis:
(A copy of the Plan of the building with clearly earmarked portion of the building being offered to the Bank is enclosed. The desired information is given as under):

A	**General Information:**	
1	Name of the Land lord/ Owner Address	
2	Mobile No.	
3	Email address	
4	Complete address of the premises/ property offered	
5	Name of the building, if any	
6	Door No.	
7	Name of the street	
8	Name of the city	
9	Pin code	
B	**Technical information:** (for ready built/ under construction building)	
1	Building – Load bearing or Framed structure	
2	Type of building – Residential/ commercial/ Institutional/ Industrial	
3	Total No. of floors	
4	Level of the premises offered i.e. GF/GF+FF/ FF	
5	Yearn of construction and age of building	
6	Building ready for occupation – Yes/No	

7	If No, how much time will be required for occupation	
8	RERA Carpet area of the premises offered (enclosed detail calculation)	
9	Whether the offered property is under mortgage – Yes/No	
10	If Yes, provide details	
C	**Technical information: (For vacant plot only)**	
1	Dimensions of the plot in feet/area of the plot in Sq.ft	
2	Classification of the plot- (residential/ Commercial)	
3	Distance from Main Road	
4	Whether free of Encumbrance – Yes/No	
5	Min. Setback required as per local approving authority (Front, Rear, Sides)	
6	Any other issues viz. court cases, Partitioning, etc – Pls mention	
D	**Misc. requirements:**	
1	Electrical power supply – Yes / No	
2	Total Load Available in KW	
3	Running water supply – Yes / No	
4 5 6	Whether plans are approved by the local authorities – Yes / No Whether NOC from the department obtained – Yes / No Whether occupation certificate has been received – Yes / No	
7	Whether direct access is available from the main road – Yes / No	
8	Whether captive power supply is available – Yes / No	
9	Whether fully air-conditioned or partly air-conditioned.	
10	Whether lift facility is available - Yes/No	
11	a) No. of covered car parking/scooter parking which are to be offered Exclusively to the Bank. b) No. of open car parking/ scooter parking which are to be offered Exclusively to the Bank.	1) Car - …………………………nos. 2) Scooter - ……………………..nos. 1) Car –………………………nos. 2) Scooter - …………………..nos.
12	Mention the list of any other amenities which are provided	

13	Any additional information	
14	Whether the building offered will be exclusive for SBI	**YES/NO**
15	Space for: - AC outdoor unit - DG - Earth pit - V-SAT/ Antenna on terrace	
16	If No, please provide details of other tenants	

Please enclose:
1. Copy of Approved Plan
2. Copy of Encumbrance Certificate
3. Location Map/ Site Plan
4. Photo of the premises
5. Copy of occupation certificate
6. Copy of proof for commercial use/license
7. Documents in support of eligibility criteria
8. Premises carpet area statement
9. Proof of ownership – Title Deed, latest property tax receipt
10. Proof of electrical load availability/ feasibility
11. Tentative Plan showing proposed building for SBI with space for parking, DG set, etc.
12. Other documents if any

Declaration

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

I/We also hereby agree to construct/ addition/ alteration as per Specification of Building given here under such as strong rooms, record room, ATM, Lunchroom, UPS room, toilets, platform for DG, space for AC outdoor units with proper facility for maintenance etc. with all fittings and fixtures, vitrified tile flooring, other works as per Bank's specifications and requirement.

I/We also shall not demand any increase in rent apart from the mutually agreed terms & conditions during the currency of the agreement.

Place: Signature of Owner/General Power of Attorney Holder:

Date: Name:

Note: In case the space provided in the tender document for filling information is found insufficient, the bidders may attach separate sheets, duly signed by the bidder/authorized representative, after putting remark to this effect in the provided place.

MEASUREMENT OF (RENTABLE) RERA CARPET AREA/ CARPET AREA

1) RERA Carpet Area/ Carpet Area shall be measured while taking the premises before any modification are made by the Bank. This area shall be considered for rent payment.

2) Rent will be paid for the RERA Carpet Area/ Carpet area of the Branch & ATM premises occupied by the bank which will be jointly measured by SBI and landlord. No extra in rent/area shall be entertained for the setback/frontage in & around the building, DG & entrance porch, external steps & ramps etc.

3) **Exclusion:** The carpet area excludes the following: External walls, inner/external columns, common area, duct lift, lift well, lift machine room, service shafts, common staircase, porch/ canopy, open verandas, open and covered balcony, projection, substation, sanitary shift, space below the window, box louver, terrace, open and covered parking space, space for DG Set/V-SAT/ AC outdoor units/ earth pits.

4) **Inclusion**: The carpet area includes internal walls, exclusive internal staircases, if any, at one floor for G+1 structure (There will be deduction at other floors).

Note: The bidder shall submit carpet area measurement sheet along with the application/bid.

<u>**MODE OF SELECTION OF PREMISES**</u>

1. All Technical bids will be first opened and applications will be screened. All the premises will be visited by the committee to verify the suitability and the premises will be awarded marks based on following criteria.

2. BIDDER'S ELIGIBILITY CRITERIA: - Bidders meeting the following criteria are eligible to submit their Bids along with supporting documents. If the bidder/premises does not satisfy the below mentioned eligibility criteria, the bid will be rejected.

S. N	Eligibility Criteria	Documents to be submitted
1	Should have/should undertake to submit Local Authority approval for Building	Plan Approval/Permit Order from Govt. Authorities
2	Should have/should undertake to submit Occupancy certificate of the building	Occupancy Certificate issued by competent authority or any acceptable documents to the satisfaction of premises selection committee
3	Should have/should undertake to submit permission for commercial use of premises	approved plan/ any other acceptable proof for commercial use
4	Should not have Hindrance from other occupants/ structures	As assessed by Premises Selection Committee
5	Suitability of Location and surrounding	As assessed by Premises Selection committee
6	Suitability of Building for setting up the Branch/Office	As assessed by Premises Selection committee
7	Suitability of Building for setting up the Branch/Office	As assessed by Premises Selection committee
8	Should have sufficient space for vehicle parking	As assessed by Premises Selection committee
9	Premises offered should be preferably in Ground Floor (or Ground Floor + First Floor (with internal stair) depending on the site conditions) (As specified in the tender document)	As per the offer submitted by bidder
10	Should have Access to Divyangjan by Ramp/LIFT etc	Assessed by Premises Selection committee
	Landlord should be willing to carryout modification; civil works as per bank requirement at his/her own cost (refer Specification of building).	Undertaking as per Annexure

Documentary evidence must be furnished against each of the above criteria. All documents must be signed by the authorized signatory of the bidder

3. Premises meeting the above eligibility criteria will be awarded marks based on following parameters: -

Sno	Parameters	Marks	Max. Marks
1	Readiness of Building (If the building or plot does not have adequate dimensions, marks will be '0'	• Ready-built structure with feasibility for addition/alteration - 10 • Under construction – 05 • Proposed construction - 02	10
2	Carpet area feasibility	• Equal to or more than specified – 05	5

		• Less than specified but within 10% - 02 • Less than specified - 00	
3	Offered Floor* (For other than GF, marks will be awarded only if lift/internal staircase is available. Otherwise, marks will be '0')	• Entire Ground Floor - 10 • GF + immediate Upper floor with internal lift + stair: 05 • GF + Immediate Upper Floor with internal stair: 02	10
4	Age of Building	• < one year - 10 • 1 to 5 years - 07 • 5+ to 10 years - 05 • > 10 years - 00	10
5	Road facing	• Main road junction – 10 • Main road – 07 • By-lane near the main road - 05 • Far from main road - 00	10
6	Location: Location shall include factors such as general characteristics/nature of the locality, neighbourhood/proximity, Business potential and its suitability for Branch/Office as assessed by Premises selection committee	• Commercial marketplace with wide approach (width to be specified)- 15 • Partly commercial / residential locality with wide approach (width to be specified)- 10 • Commercial marketplace with narrow approach (width to be specified)- 05 • Partly commercial/Residential locality with narrow approach (width to be specified)- 00	15
7	Covered / open parking space exclusive for SBI (Allotted / Designated Parking)	• Availability of covered parking as specified – 10 • Availability of covered open parking as specified – 07 • Availability of covered parking less than specified but up to 50% of total requirement – 05 • Availability of open parking less than specified but up to 50% of total requirement – 03 • No parking (less than 50% of requirement) - 00	10
8	Clear width of the building (Least measurement in the size of the building either existing or proposed. Width of proposed building shall be determined excl. setback	• 50' & above - 15 • 40' & above - 10 • 30' & above – 05 • Less than 30' - 00	15
9	Natural Ventilation and lighting as assessed by the committee	5 to 0	5
10	Suitability of building as assessed by the committee Suitability of premises for Branch/office on various factors viz. building type,	10 to 0	10

	Frontage, Prominence, suitability for setting up various sections of branch (interior), broad entrance, ATM location etc. (in case of proposed construction, it will be judged on the basis of layout submitted by the bidder)		
Max. Total Marks			100

*Floor above stilt (parking) will be considered as First floor *Committee's decision in this regard is final

4) TECHNO-COMMERCIAL EVALUATION The selection of premises will be done on the basis of techno commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price quoted (Any change in the above percentage shall be incorporated in the tender and approval of the NIT approving authority shall be obtained). Average rate quoted for 10-year period will be considered for evaluation

SPECIFICATION OF BUILDING GENERAL SPECIFICATIONS FOR CONSTRUCTION / ADDITIONS, ALTERATIONS OF A BUILDING TO BE CARRIED BY LANDLORD ON HIS/HER OWN EXPENSES

1) Premises should be away from fire hazardous establishments like petrol pump, gas godown, chemical shops & high-tension electrical wires, industrial area, thermal plants, air polluted area etc. Premises should not be located on low lying area, water logging area/prone to flooding etc. 2) The structure should be RCC FRAMED construction with all external walls of min. 9" thick Brick wall/ 8" thick solid concrete block wall. 3) The property including setback and frontage area to be properly secured with compound wall (min 5' from plinth level) with necessary Main gate & wicket gate. 4) Two RCC Strong Rooms with a carpet area of about 100-200 sq.ft. each for locker room & safe room should be constructed as per enclosed specification. Landlord should consult Building's Structural Engineer for structural stability and obtain necessary advice. 5) High strength floor to withstand min. load of 167 kgs per sq. ft (Certificate is to be obtained from a qualified Structural Engineer) 6) The flooring should be of first/premium quality Vitrified Tiles (min. 2'x2' / 3'x3' – double charged) of Johnson, Kajaria, Nitco, Marbito, RAK of Glossy white/pearl white shade as required by Bank. Landlord should coordinate with UPS and data cable vendors of Bank for laying pipes below flooring. 7) Record Room having carpet area of min. 100 – 150 sq. ft. or as required by the bank with 4 1/2" (115mm) brick wall / 4" thick solid concrete block wall to be constructed with box of size 3' X 2' X 1'6" (depth) Kadappa/cement shelves along all sides of wall. The shelves shall have vertical support at every 3' interval. The room shall have fire rated / metallic door (as per Bank's guidelines). There should not be any direct power supply to the room and no opening other than the door opening as above. 8) UPS room having carpet area of min. 50-80 sq. ft. to be constructed with 41/2" (115mm) brick wall / 4" thick solid concrete block wall with door opening of size 1.0 m x 2.10m with neatly finished edges for fixing fire rated door. The room shall have two 1' dia. Openings or one 3' X 2' opening secured with MS grills for fixing exhaust fans. Fire rated door & exhaust fans will be supplied and fixed by the Bank. 9) Lunchroom having carpet area of min. 80-100 sq. ft. to be constructed with 41/2" (115mm) brick wall / 4" thick solid concrete block wall and should be provided with granite platform with SS sink, necessary plumbing lines, fittings, U/G shelves etc. 10) Separate Toilets for Ladies & Gents / Divyangjan cladded with latest tiles on wall and floor. Ladies' toilet shall have wash basin and EWC. Gents Toilet shall have Urinal, wash basin and EWC. 1st class sanitary fixtures, CP bathroom fittings as approved by the Bank shall be provided. Exhaust Fans are to be provided in each toilet for proper Air circulation. Modern sanitary fitting (Parryware, hindware, Toto, Jaquar etc.,) of first quality should be provided in the toilets. Walls should have joint free ceramic tile of size 12"x24" / bigger size cladding with highlighter up to 7' height. Floors should have anti-skid tile. The tile joints to be laid with minimum 3mm space and pointed with epoxy joint filler. Toilets are to be provided with ventilators, secured with MS grills having opening not more than 6" both ways. 11) ATM room shall be constructed with 9" Brick wall / 8" solid concrete block wall and shall be provided with rolling shutter and vitrified tile flooring. 12) Concrete bed or brick work with concreted top surface to be provided for an area of say 50 to 100 sq.ft. for installing/running a Generator within the compound at no extra cost to the bank (No separate payment shall be paid for this space). The platform shall have minimum 1 ft above ground level and foundation of 1 ft below ground level. This area should have good accessibility and setbacks as per electrical inspectorate norms. 13) All four sides of the building shall have plinth protection and shall have easy access for maintenance of AC outdoor units and other fittings. 14) All openings/windows to have glazed lockable windows preferably of UPVC or Aluminium with security M.S. grills. The security M.S. grills (12mm square bars spaced at 4"c/c both ways made in angle framework. The angle framework shall be embedded in the wall all-round with the hold first). 15) Round the clock adequate water supply, underground/overhead water tank storage to be provided by the landlord. 16) Plinth level of the building to be at least 1'-6" (One Feet and Six Inches) above the centre of present road level. The Ground floor entrance of Branch &

ATM and up to LIFT should be provided with 4' width ramp having slope of 1:12 with SS 304 handrails on both sides with adequate horizontal and vertical supports (height of the handrails shall be 3ft or as per fire norms). The ramp shall be laid with anti-skid tiles as directed. 17) The Entrance steps of Ground Floor Lobby and ATM/E-Corner Room at Ground Floor shall have the Jet Black Granite steps. 18) As per the non-discrimination clause of RPWD Act 2016, premises should comply with requirements of providing ramps (as above) in buildings, adaptation of toilets for wheelchair users and Braille symbols and auditory signals in elevators or lifts to facilitate the disabled persons. (Refer Accessibility Guidelines as per Annexure 2.11) 19) Collapsible grill door (clear height 7') and rolling shutter with double faced central lock is to be provided at the entrance and emergency exit (if any). 20) The inner walls should be finished with wall care putty of Birla, altek etc. The walls should be painted with at least two coats of premium interior plastic emulsion paint of reputed brands like Asian/Berger/Nerolac etc. (final coat of paint to be applied after completion of interior works) over a coat of primer as applicable. All wood/M. S are to be painted with two coats of Enamel paint. The shade/colour to be approved by Bank. 2 coats of enamel paint over a base coat of zinc chromate primer. Ceiling to be painted with white colour. 21) Repainting to be done by the owner/s after every 3 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. 22) Provision of AC Machines, Lighting fixtures, Signage's, UPS and wiring related to furniture/ cabins etc. will be done by the Bank at its own cost as per requirement. 23) Doors should have teak wood frames and Flush doors with brass/SS hardware. 24) Proper building plan showing various dimensions side elevations proposed designs etc. should be submitted by the landlord to Bank 25) Steps are to be provided with anti-skid tile / granite with SS railing 26) Premises should have an independent access/direct access from road and not through some other establishment. Premises should have 24x7 free accesses. 27) Proper sewerage connection, drainage facilities, water supply and electrical power shall be arranged by the owner 28) The building should be constructed with modern fittings and fixtures. Natural light and ventilation should be available 29) In case of multi-storied building with common power backup setup, landlord shall arrange for 24hours Generator back up for essential services such as lift, pump etc. under maintenance charges. 30) Building should be treated with anti-termite treatment at regular intervals i.e. once in 05 years. 31) Owner shall engage qualified Architect/Engineer for complete planning/supervision of construction/ alteration etc. at their own cost. Landlords shall submit approved plan, Competent Authority permission, structural stability and soundness certificate, fire safety NOC before possession by the Bank. Rent should be inclusive of all civil works. Bank shall not be responsible for this in any manner, nor any amount/ Bill shall be paid by the Bank for this purpose. 32) At least one toilet to be made operational before commencement of interior works facilitating proper sanitation for workers. 33) 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). 34) Owner of the Building is solely responsible for the construction and Structural stability of Premises. 35) Any other addition/alterations in the premises as per Bank's requirement have to be carried out by landlord within a period of one month. 36) Landlord shall not construct any structure obstructing view of the proposed branch building and shall not utilize/occupy the frontage/vacant/setback/parking space within the compound wall. 37) Landlord shall not undertake any vertical expansion of the branch building without obtaining 'No Objection' from the Bank. 38) The owner shall obtain a three-phase sanctioned load as per Bank`s requirements from Local / Government Electricity department (based on Branch's Geographical location) including all the switch gears, transformer, cables up to and including EB energy metre required for the above power connection, at his own cost. (Cost including the security deposit, OYEC charges or any other applicable fees/ charges with concerned Electricity Department for energizing the connection. All the

necessary approvals and sanction to be obtained from concerned Electricity department and Department of Electrical Inspectorate for energizing the power connection to be arranged by the landlord at his cost before occupation. 39) The required power connection should have termination arrangement at the proposed concerned Electricity Department metre panel area with suitable MCCB with HRC fuses and required earthing (Rating and make as approved by Banks Engineer). 40) Monthly Electricity Charges on actual usage will be borne by the Bank and separate metering to be arranged by landlord. 41) Necessary LED light fittings/Fans (ceiling & Exhaust) for Locker, Safe, record, dining, Toilet area and other utility areas shall be provided as per the Bank`s layout / Bank's requirements. 6-way 3 phase lighting DB to be provided as per given: Main incomer – 40A, 4pole MCB, Outgoing – 3 nos. 32A RCBO and 6 nos. 6/10/16A SP MCB in each phase. Necessary internal wiring will be done by Bank. 42) In case of any increase in statutory deposit viz. EB charges, taxes etc. shall be borne by the landlord. 43) NOC and the space required for installation and running of the Diesel Generator have to be provided within the compound by the landlord at no extra cost to the Bank and will not be considered in rentable area. The space provided should be as per Department of Electrical Inspectorate standards and with good accessibility and open area as per electrical inspector's guidelines. The landlord should also arrange to construct a platform (Length 3 M x Width 1.5 M) of 30 cm high PCC foundation for placing the Diesel Generator set at the site. 44) If it is a compounded property, it should have pucca steel gate with wicket gate. The wicket gate shall be openable and kept open round the clock for access to ATM / e corner by Bank's customers.
Note: Strong rooms should be strictly in compliance with the bank's specifications. no deviations of any kind shall be entertained. prior clearance from the bank's engineer to be obtained before casting of RCC. The casting of the strong room shall be carried out under strict supervision and prior intimation to the Bank's engineer. Necessary cube tests / other tests as required to be carried out by the landlord and the results thereof shall be provided to the Bank. Landlord shall share the photographs and videos of various phases of construction including concealed works, reinforcement bar details etc. It is sole responsibility of the landlord towards fitness of the building, in particular the strong rooms

ANNEXURE

TENDER FOR PREMISES FOR ………………… BRANCH

UNDERTAKING FOR WILLINGNESS TO CARRYOUT CIVIL WORK, MODIFICATIONS IN THE BUILDING

I/We __________________ (Name(s)) or M/s.____________________________ (Name of the Company/Body/Firm etc.) hereby confirm that I/we am/are the owner(s) of the Premises as described/situated at ____
_______________________(Address)

I/We hereby agree to carryout Civil works, modifications of the building, construction of strong rooms etc. as per Bank's requirement (specification of building) mentioned in the tender.

Signature of Owner (with seal if applicable)

Name of the signatory:
Place: