TENDER ID: AHMSAO3/26-27/10-1

STATE BANK OF INDIA

INVITES TENDERS

FOR HIRING OF PREMISES
FOR
SBI, LASKANA BRANCH, TA. SURAT, DIST. SURAT

Last date for submission of Tenders: **15:00 hours on 19.10.2026**

Technical bids will be opened on **19.10.2026 @ 15:30 hrs**

Tenders to be submitted to:-

The Assistant General Manager

STATE BANK OF INDIA
Regional Business Office- III,
First Floor, State Bank Bhavan,
Near Panjra Pol, God Dod Road
Surat - 395007

TENDER SUBMITTED BY:

Name: _____

Address: _____

NOTICE INVITING TENDER (NIT)

COMMERCIAL/ OFFICE SPACE REQUIRED ON LEASE

SBI invites offers from **owners** for ready premises on rental basis for Commercial / Office use having carpet area of **2500 Sq. ft. (± 10%).** located on **Main Road, Laskana, Dist. Surat** with **minimum parking for 10 two-wheeler and 2 four-wheelers**. The bidder shall provide space of **80 sq. ft to 100 sq. ft. for installation and running of the generator/Inverter (NEED BASE)** within the compound at no extra cost to the Bank and No separate payment shall be paid for these facilities.

The **entire space** should be **on Ground only with proper water supply and electricity facilities. Premises should be ready for possession or open N.A. land on which premises can be built with permission from the competent authority, occupation within a period of 6 months.**

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 under <Sbi in the News> procurement news.

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 Envelope (**A**) contains Technical Bid along with all supporting Property documents with approved plan etc and **Envelope (B)** contains Price Bid for the proposal should be enclosed in separate sealed envelope and these two envelopes be placed in a single cover superscribing **"Tender for leasing of** SBI, **Laskana Branch, Dist. Surat"** and should be submitted to

The Assistant General Manager

STATE BANK OF INDIA
Regional Business Office- III,
First Floor, State Bank Bhavan,
Near Panjra Pol, God Dod Road
Surat – 395007

The Technical bids will be opened on 19.10.2026 at 3.30 pm in the presence of bidders who choose to be present. All bidders are advised in their own interest to be present on that day at the specified time. As regards opening of Financial Bids, it will be opened of only short –listed offers and date of opening will be intimated. SBI shall not be responsible in any other technical fault.

The bidder/s shall clearly mention their contact number and active e-mail ID on the envelop.

Preference will be given to the premises owned by the **Govt. Departments / Public Sector Units**.

The SBI reserves the right to accept or reject any offer at any stage without assigning any reasons thereof.

Only 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 attend any meeting/ bid opening.

No bidder/ representative shall be allowed to attend the meeting/ bid opening with mobile phones.

Assistant General Manager (RBO-III)

IMPORTANT POINTS OF PARAMETERS -

1	Type Of Building	**Commercial**
2	CARPET AREA	Carpet area of **2500 Sq. ft. (± 10%).**
3	Covered Parking Space	10 two wheelers and 2 four wheeler
4	Open parking area	Sufficient open parking area for customers/visitors
5	Amenities	24 hours water facility, Electricity, Generator power back up for essential services like lift, pump etc.
6	Possession	Ready possession or occupation with in a period of 6 months.
7	Premises under construction/open plot	Will be considered
8	Desired location	located preferably on located on **Main Road, Laskana, Dist. Surat** with minimum parking for 10 two wheeler and 2 four wheeler. The **entire space** should be **on Ground floor**. The bidder shall provide space of 80 sq.ft to 100 sq.ft. for installation and running of the generator within the compound (NEED BASE) at no extra cost to the Bank and No separate payment shall be paid for these

		facilities.
9	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority (ii) Ground floor (iii) Govt. Departments / PSU / Banks
10	Unfurnished premises	Only **unfurnished premises** will be considered and Bank will do the interior and furnishing work as per requirement.
11	Period of lease	Lease in the bank's prescribed format for initial period of 5 years with an option to Bank to renew for further period of 5 years at predetermined increase in rent @ 15-25% after expiry of initial term of 5 years, at the time of renewal.
12	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids.
13	Validity of offer	6 (Six) months from the last date of submission of the offer (which may be extended due to exigency)
14	Stamp duty / registration charges of Lease Deed	To be shared in the ratio of 50:50.

Please note that any addendum/corrigendum will be published on Bank's website only i.e. www.sbi.co.in under SBI in the news under procurement News. Hence, bidders are advised to watch the website regularly.

TERMS AND CONDITIONS

1.1 The entire property shall belong to same set of owners. The bidders should have clear and marketable title to the premises offered and furnish legal title report from the SBI empaneled advocate at his own cost. 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 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 at the discretion of bank (viz. **total lease period 10 years**) with requisite **exit clause** available to the Bank only to facilitate full /

part de-hiring of space by the Bank during the pendency of the lease. However, such exit clause shall not be available to the Lessors. 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**.

1.2 Tender document **received** by the SBI **after** due date and time i.e. **19.10.2026 after 3:00 pm shall not be considered in the tender process.**

1.3 The bidders are required 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 (Envelope -"A") AND PRICE BID (Envelope -"B")** duly filled in with relevant documents/information at the following address:

The Assistant General Manager

STATE BANK OF INDIA
Regional Business Office- III,
First Floor, State Bank Bhavan,
Near Panjra Pol, God Dod Road
Surat – 395007

1.4 All columns of the tender documents must 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. 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. 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 **Surat** only till finalization of the successful bidder.

1.5 There should not be any deviation in terms and conditions as have been stipulated in the tender documents. 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. If any deficiency in property related document /demarcation etc which may be ask by Committee later on.

1.6 The **offer should remain valid** at least for a period of **6 (Six) months** (which may be extended in case of exigency) to be **reckoned from** the last date of submission of offer i.e. **19.10.2026** 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.

1.7 The date of opening of Technical Bid has been mentioned on first page **in the presence of bidders who choose to be present.** Bids will be opened at

STATE BANK OF INDIA
Regional Business Office- III,
First Floor, State Bank Bhavan,
Near Panjra Pol, God Dod Road
Surat – 395007

All bidders are advised in their own interest to be present on that day at the specified time. As regards opening of Financial Bids, it will be opened of only short –listed offers and date of opening will be intimated.

1.8 **The SBI reserve 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 broker shall be allowed to attend any meeting/ bid opening/ site visit etc. 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.

1.10 The short-listed bidder will be informed by the SBI on the contact details given by them over the envelop, 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**.

1.12 Preference will be given to the buildings as well as offered premises on the main road.

1.13 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 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. Equal weightage i.e., **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 on the bidders and no representation in this regard shall be entertained. The SBI may negotiate the rent with L1 bidder to reduce the offered rent. The unreasonable offers where the rates quoted are considered higher than the prevailing market rates will be rejected at the discretion of the SBI.

The bidder who is declared successful in the combined result of technical and financial bids shall be required to execute 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 lessors at their own cost as and when required. **All payments** to the lessor shall be made **by Account Payee Cheque or RTGS/NEFT**.

1.15 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.** 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.

The landlord shall submit the bill to the BRANCH every month for the rent due to them indicating the GST component also in the bill separately. 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** 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 **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 for the same and such deposit will have to be adjusted during the last six months of occupation.

1.17 Mode of measurement for premises is as follows:

Rental will be paid on Carpet Area basis considering the final Carpet area after completion of all civil work as per Bank's layout (strictly as per IS code).

Please note: Components/ Areas like, Lift, Lift wall, Ducts, Service shafts, staircase, Balcony, Projection, Terrace, parking space, space for DG set, AC outdoor unit, Columns, internal walls of record room, locker room, pantry, washrooms, ATM room etc. will not be counted in Carpet Area. Landlord is advised to quote the rates as per Carpet area while filling the price bid.

The bidder shall submit Carpet area measurement sheet on completion of Civil work as per Bank's layout. In case, the area measured at site during joint measurement differs with the area approved by the Municipal Corporation, the smaller area will be considered for rent purpose.

1.18 The floor wise area viz. Ground, First, if any, etc with the corresponding rate for rent/taxes should be mentioned in the Price Bid. The **number of car parking spaces and two wheeler offered should be indicated separately. Rent shall be quoted on carpet area basis only, taking into account the parking space, area for installation of generator and VSAT etc., and no separate rent shall be paid for these facilities.**

1.19 T**he 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**. 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 to 30 KW (or more if required) will also have to be arranged by the 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 will also have to be provided within the compound by the lessors at no extra cost to the Bank and will not be considered in rent area.

1.20 **Lessor should obtain and furnish the structural stability certificate from the licensed structural consultant at his own cost. No separate payment shall be made to the landlord for this purpose. The Lessor shall provide space for installation of V-SAT device 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 rent area and No separate payment shall be made to the landlord for this purpose.**

1.21 The 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 water supply should be maintained/ arranged by Landlord/ owner.

1.25 All kind of civil work (additional / alteration) will be carried out by the owner as per advise of the Bank such as ATM Room, Toilets & sanitary works, Store room / record room, Stationary Room, Pantry with all accessories and doors etc. (additional / alteration) as per Bank's requirements, cash room with cash room door and ventilation as per Bank's specifications, server room & UPS room made up of brick work, locker room (RCC locker room as per Bank's guidelines) as per Bank's design and specifications however the door and ventilator shall be provided by the Bank, Rolling shutter with central lock & with toughened fixed glass and glass door at outside opening which are not to be closed with brick walls, collapsible grill door at entry, front façade including glass glazing, external ACP paneling as per Bank's design, ramp with S.S (grade 304) railing for disabled/old people, double charged vitrified tile flooring, brickwork, plaster, inside and outside painting with acrylic emulsion paint / synthetic enamel paint / exterior apex etc., windows, safety grill, anti termite treatment 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, fire fighting work before possession by the Bank. Rent should be inclusive of all civil works. All basic light /fan/general circuit wiring should be done as per the requirements of bank with suitable MCBs wherever required as per the layout provided by Bank.

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).

Note- Owner of the Building is sole responsible for the construction and stability of entire Premises/Building. Premises should be capable enough to take load of FRFC, Compactor & other loading factor etc. Structural Stability Certificate by Competent Structural Engineer should be given to the Bank at no extra cost. If any Structural Strengthening required as per loading factor which has to carry out by Landlord in consultation with Structural Engineer with no extra cost.

1.26 Interior works like loose furniture, dry-wall 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.

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.

1.27 Obtaining NOC from local authority regarding fire safety shall be the responsibility of the landlord. Bank shall not be responsible for this in any manner, nor any amount/ Bill shall be paid by the Bank for this purpose.

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

1.29 Bank shall take possession of the demised premises only after completion of all the civil construction works as per Bank's requirement & submission of necessary certificates from the licensed Structural consultant and Architect, as required by the SBI and fulfillment of all other terms and conditions of technical bids as mentioned above.

1.30 The owner shall hand over the possession of the building after getting it constructed/ renovated / 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, Income tax department clearance etc. as applicable. The rent will be paid from the date of physical possession of the building complete in all respects to the entire satisfaction of the Bank.

Place:

Date: Name & Signature of lessor with seal if any

DETAILS OF OFFER SUBMITTED FOR LEASING PREMISES

With reference to your advertisement in the _____ 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 informations are given as under):

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 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	**Carpet area**
Ground Floor	
Total Floor Area	

Note- The rentable area shall be in accordance with the one mentioned under clause/para 1.17 of Technical Bid. i.e., Carpet area after Civil work is completed at premises as per Bank's layout.

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 Yes/No

Enclose copies

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 Yes/No

Exclusively to the Bank.

*** Please enclose plans/ layouts of the building, copy of property document.**

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 of Civil works as per Tender, Bank's specifications and requirements etc. complete.
I will hand over the possession of the building after getting it constructed / renovated as per Bank's requirements. The rent will be released from the date of physical possession of the building complete in all respects to the entire satisfaction of the Bank.

Place:

Date: Name and signature of lessor with seal

ANNEXURE – I

The Assistant General Manager

STATE BANK OF INDIA
Regional Business Office- III,
First Floor, State Bank Bhavan,
Near Panjra Pol, God Dod Road
Surat – 395007

PREMISES REQUIRED ON LEASE

Parameters based on which technical score will be assigned by SBI.

(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

Hiring of Commercial Building with Carpet area of **2500 Sq. ft. (± 10%)** located on Main Road, Laskana, Dist. Surat. The **entire space** should be **on Ground floor.**

Name of firm:

	Parameters	**Actual situation**	**Total Marks**	**Marks obtained**
1	Carpet area as per requirement	Carpet area in the range of **2500 sq.ft. (± 10%)**: 10 Beyond range: 0	10	
2	Premises location	On Main Road junction: 10 On Main Road: 7 Inner side from Main Road: 5 Others :0	10	
3	Frontage	>= 40 feets = 10 >= 30 feets = 07 >= 20 feets = 03	10	
4	BU Permission	Available: 05 Not Available: 00	05	

	Age of building	1. Newly constructed within 01 year: 10 2. Constructed within 01-05 years: 05 3. Building older than 05 years: 00	10	
5	Parking space (Allotted Parking)	1. As per NIT: 10 2. 50% of NIT: 5 3. Otherwise: 0	10	
8	Surrounding of building	Adequate natural light and ventilation: 05 In-adequate natural light and ventilation: 02	5	
9	Quality of construction, finishing etc.	1. Excellent: 10 2. Good: 07 3. Average: 05 4. Poor: 00 (in case of plot, average marking will be given)	10	
10	Ceiling Height	>=10 feet from bottom of beam: 10 >=8.5-10 feet from bottom of beam: 06 <8.5 feet from bottom of beam: 02	10	
11	Ambience, convenience and suitability of premises from Business point of view, as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	20	
	Total		100	

Example for evaluation of proposals:

The example to calculate most successful bidder based on marks given on each of the above parameters is as follows:

Total marks 100.
Three premises short listed- A, B, & C.

They get following marks
A-78; B-70; C-54
Convert them to percentiles
A : (78/78)*100= 100
B : (70/78)*100 =89.74
C : (54/78)*100=69.23

Now that technical bids are evaluated, financial bids can be opened.
Financial quotes for three premises are as follows:
A : Rs 70 per sqm for Carpet area
B : Rs 60 per sqm for Carpet area
C: Rs 50 per sqm for Carpet area

As C is lowest, to work out percentile score, following will be the calculation:
C : (50/50)*100 = 100
B:(50/60)*100 = 83.33
A:(50/70)*100 = 71.43

Since proportion of technical to financial score is specified to be 70:30, then final scores will work out as follows:
A:(100 x 0.70) + (71.43 x 0.30) = 91.43
B:(89.74 x 0.70) + (83.33 x 0.30) = 87.817
C:(69.23 x 0.70) + (100 x 0.30) = 78.46

Therefore, Most successful bidder shall be ‘A’ and Bank may invite ‘A’ for further negotiation.

ANNEXURE – II

The Assistant General Manager

STATE BANK OF INDIA
Regional Business Office- III,
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Surat – 395007

(PART OF TECHNICAL BID) PREMISES REQUIRED ON LEASE

GENERAL SPECIFICATIONS FOR CONSTRUCTION / ADDITIONS, ALTERATIONS OF A BRANCH BUILDING TO BE CARRIED BY OWNER ON HIS OWN EXPENSES AND BANK'S

OTHER TERMS & CONDITIONS

• SPECIFICATIONS:

• Building will consist of R.C.C framed structure with first class

Construction & all peripheral walls will be 23 cm. Thick.

• All partition walls will be 11.5 cm. Thick and will have 6mm steel @ third course.

Floor finish-

• Banking hall / B.M.'s room / toilets / canteen / locker / system/conference vitrified tiles/granite of approved shade, duly covered with pop & polythene to avoid damage from interior works.

• Inside other rooms-vitrified tiles.

• Open area-kota stone/cement concrete pavers.

Wall finish-

• Internal-plastic emulsion/oil bound distemper /enamel paint of approved shade/ make.

• External--water proof cement paint-apex or stone cladding or front Structural glazing as per case.

• M.S. grills for windows-16 mm square bars @ 7.62 cm. C/c both ways in frame with openable window for air-conditioners/desert coolers.

• Main entry to have rolling shutter, collapsible gate & exit will have Collapsible gate & rolling shutter.

• Building should have floor to ceiling height aprx-3.10 m.

• In toilets, pantry & drinking water area wall tiles of approved make / shade up to full height will be fixed.

• All sanitary & C.P. fittings will be of approved make as per bank's approval.

• In case of non-currency chest branch, cash and locker room will have iron collapsible door & double flanged iron sheet door (size-4'x7').

• In case of other doors, it shall have wooden choukhats with 38 mm block board shutter doors with approved laminated both side.

• Only in case of RCC strong room & RCC locker room, door & ventilator will be supplied by bank, otherwise all other doors will be provided by owner.

• All rooms are to be provided with suitable openings for ventilators/exhaust fans (12”x12”).

• For currency chest branch, strong room specifications will be “AAA” category of RBI specification.

• For cash room (non-currency chest branch) it will be constructed with 9inches thick brick walls, duly plastered.

• Pantry will have granite top platform 2 feet wide with steel sink.

• Electrical wiring and fixtures to be provided as per bank's electrical engineer direction.

• In case of non-currency chest branch, safe will be embedded with RCC in cash room.

SPECIFICATION FOR CONSTRUCTION OF LOCKER/STRONG ROOM

• The Strong Room shall be of Class B of IS 15369: 2003 and with updated modifications.

Construction shall be done as per the design of concerned building's structural consultant subject to minimum requirement given here.

• In the offered existing premises necessary strengthening to be done as per the advice of structural consultant for construction and to bear the weight of lockers/SAFE etc.

Walls:

304.8 mm thick R.C.C. M25

Reinforcement-

12mm dia. TMT bars spaced @ 6 inches c/c in both ways and on both faces of slab to form mesh and two meshes shall be staggered apart in such a way so that the reinforcement bars shall be at every 3 inches c/c in cross section with clear cover of 25mm.

Roof: same as wall

Floor: 230 mm thick R.C.C. M25 With proper bedding and suitable floor finish reinforcement- same as of wall.

Above specifications are subject to vary as per actual site condition & as per recommendation of bank's civil engineer/architect.

Note: In case of existing slab, fortification with 20mm MS bars at 3 inches C/C both ways in appropriate Angle Iron frame firmly fixed to the walls just below the ceiling level to be installed.

The number and diameter of rods shall vary if the span and thickness of floor is increased. This is in addition to the normal structural reinforcement required for the roof and floor as the design and the users of these specifications are encouraged to consult a qualified structural consultant for designing the structure namely roof, walls, floors, etc.

• Compaction of cement concrete during casting shall be done mechanically by use of vibrators.

• Opening in the wall for strong room door and ventilator shall be left un-concreted at the position shown in the plan as per the direction of door/ventilator supplier.

• Strong room Door/ventilator will be supplied by Bank. Its erection shall be arranged by the Landlord/premises owner under the supervision of technicians from suppliers of

• Door/ventilator. A concrete bed as required by supplier to be provided at the entrance for erecting the door.

• Necessary light/fan points shall be provided with switch board, Electrical Circuit of the Strong room shall not be in continuity with main supply. Power will be taken by means of loop with providing one socket inside and one socket outside the strong room nearer to door.

• Reinforcement & cement concrete being used for construction of Strong room should be of superior quality of reputed brand.

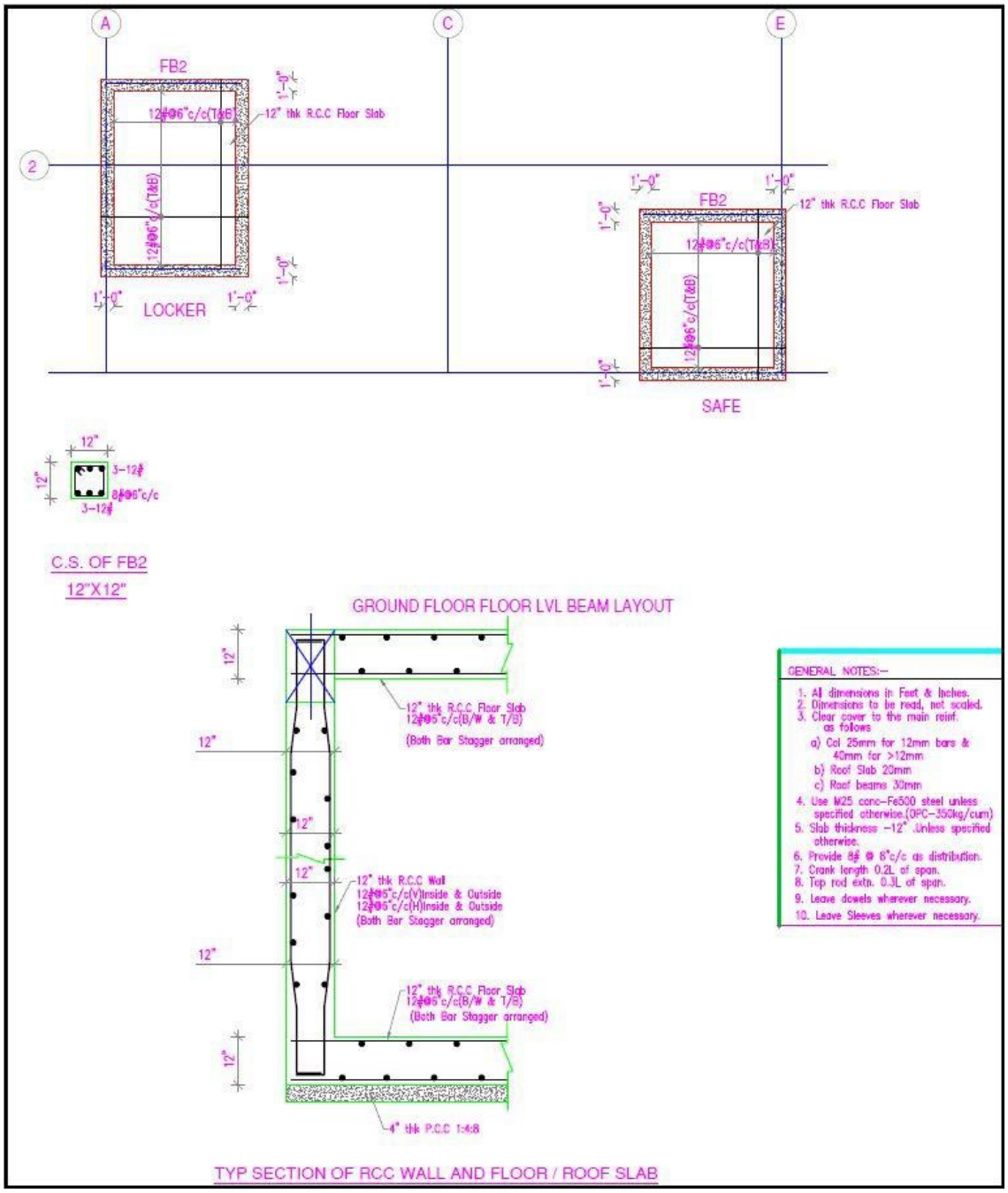
NOTE:

• Door opening for the strong rooms to be provided as per the instructions of door supplier identified by the Bank. Prior intimation to be given to the Bank before casting the RCC for strong rooms.

• Clear ceiling minimum height of 260cm shall be provided inside the strong room.

• The construction of strong room should be carried out in consultation with the Building Structural Engineer. A strong room construction certificate is to be obtained from a qualified Structural Engineer under whose supervision the strong room is constructed.

SAMPLE LAYOUT OF LOCKER ROOM


A
C
E
2
FB2
12" thk R.C.C Floor Slab
LOCKER
SAFE
C.S. OF FB2
12"X12"
GROUND FLOOR FLOOR LVL BEAM LAYOUT
12" thk R.C.C Floor Slab
(Both Bar Stagger arranged)
12" thk R.C.C Wall
Inside & Outside
(Both Bar Stagger arranged)
4" thk P.C.C 1:4:8
TYP SECTION OF RCC WALL AND FLOOR / ROOF SLAB
GENERAL NOTES:-
1. All dimensions in Feet & Inches.
2. Dimensions to be read, not scaled.
3. Clear cover to the main reinf. as follows
a) Col 25mm for 12mm bars & 40mm for >12mm
b) Roof Slab 20mm
c) Roof beams 30mm
4. Use M25 conc-Fe500 steel unless specified otherwise.(OPC-350kg/cum)
5. Slab thickness -12" .Unless specified otherwise.
6. Provide 8# @ 8"c/c as distribution.
7. Crank length 0.2L of span.
8. Top rod extn. 0.3L of span.
9. Leave dowels wherever necessary.
10. Leave Sleeves wherever necessary.

Declaration

We understand the bank's requirements and alterations/constructions to be carried out in the building and undertake to modify the building in accordance with the above specifications and as per layout plan provided by the Bank. We have consulted with building structural engineer for construction of strong rooms and we confirm to construct as per given RBI specification. 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 lessor with seal if any

Terms & conditions:

• Owner shall engage qualified architect/engineer for complete Planning/supervision of construction etc.

• ATM room, stationery, record room, pantry, toilets (gents & ladies), strong Room or cash room, locker room, ramp for physically challenged etc. To be constructed as per layout plan approved by bank and expenditure in this regard will be borne by owner. Floors are to be structurally strengthened to sustain additional live load of approx. 15-20 ton on account of strong /cash safes.

• Stamp duty expenses to be shared equally @ 50:50 basis by bank & owner.

• Rent will be based on actual Carpet area (as per is code 3861:2002) to be measured jointly after completion of civil works.

• Title / owner ship proof should be clear & lease will be executed as per bank's standard format (sample enclosed).

• Possession of premises will be taken after completion of all works as per layout plan/as per specifications enumerated, after production of “NOC” from competent authority, all certificates from architects etc. As mentioned below.

• All taxes & service charges except service tax to be borne by owner. Service tax if applicable will be reimbursed by bank on production of challan.

• Owner will arrange required electrical load from electricity authority

• Periodical maintenance of building to be done by owner.

• followings to be furnished by owner through architect engaged by them, before possession of premises is taken by bank-

• Structural suitability certificate of premises.

• Carpet area certificate.

• Completion certificate as per plans/specifications provided by bank.

• “NOC” from civic authority for commercial use of premises.

• Suitable space to be provided for staff parking & generator set (no rent will be given by bank for this area). Generator set will not be placed on branch front.

• Suitable place to be provided for display of bank’s sign boards, hanging of outdoor unit of air-conditioners, NOC for providing v-set with monkey cage on roof top / radio frequency tower to be installed at roof top (no rent for this facility).

• Twenty -four hours un-interrupted water supply arrangement to be made by way of underground / overhead tank & submersible pump exclusively for bank.

• Building plans to be got cleared from local civic authority for bank's Commercial use, in case of new construction.

• Bank will have separate & exclusive access to branch from main road.

SIGNATURE OF OWNER OF BUILDING

(IN TOKEN OF ACCEPTANCE OF ABOVE)

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