TENDER ID	AO/IND/PREM/ 2026-27/12
Date	12.10.2026

SBI ADMINISTRATIVE OFFICE
Y.N. ROAD, INDORE (M.P.)

(INDORE - REGION)

TECHNICAL BID

TENDER FOR HIRING OF FOUR (04) HOTEL ROOMS AS HOLIDAY HOME FOR SBI AT OMKARESHWAR

State Bank of India intends to hire "HOTEL ROOMS" for use as "Holiday Home" on Lease basis. For further details and downloading TENDER document please visit Bank's website https://bank.sbi.in➔"SBI in the News" ➔ "Procurement news" from 12.10.2026 to 02.11.2026 **up to 03:00 pm.** Further, **Notice / Clarification** in this regard, if any, will be posted only on the Banks above mentioned website.

Deputy General Manger (B&O)
AO, INDORE

TECHNICAL BID
NOTICE INVITING TENDER (NIT)

(Hiring of FOUR (04) Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

State Bank of India invite TENDERs / offers to hire on Lease basis, HOTEL ROOMS for use as Holiday Home from interested Individuals / Bidders / Companies under Two Bid system (TENDER is in 2 Parts i.e. Technical Bid & Price/Commercial Bid) as per details given below:

1.	Name of Work / Service	TENDER for Hiring of Air-Conditioned FOUR (04) Hotel Rooms for use as Holiday Homes at **OMKARESHWAR** for SBI on Lease basis.
2.	Location of Hotel / s (Premises)	At location around Shri Omkareshwar Jyotirlinga Temple, within 2 kms motorable distance.
3.	Rooms /s Required	Deluxe Rooms : 04
4.	Last Date & Time of submission of sealed bids	Latest by 15:00 hrs. on 02.11.2026. Bids received after due date & time for whatsoever reason shall not be considered.
5.	Mode of submission of Bids	By Registered Post addressed to the **The Chief Manager (HR & Admin),** at following address or by Dropping in the TENDER box kept at the Premises Office at Second Floor of address mentioned at Sr.No. 7
6.	Date & Time of Opening of Technical Bids	At 15:30 hrs. on 02.11.2026 (Any change in date & time of opening shall be intimated to the bidders and / or shall be uploaded at Bank's website)
7.	Place of opening of Technical Bids	**The Chief Manager (HR & Admin),** **SBI ADMINISTRATIVE OFFICE,** **Second floor, Y.N. ROAD,** **INDORE (M.P.)** **PIN Code- 452003**
8.	Date & Place of opening Price / Commercial Bid	To be decided later & shall be intimated to short listed bidders individually

9.	Earnest Money Deposit (EMD) (Non-Interest Bearing)	**Rs. 25,000/- (Rupees Twenty Five Thousand only) by means of Demand Draft / Banker's cheque** (Valid for a period of 90 Days from the last date of submission of the tender) from any Nationalized Bank drawn **in favour of State Bank of India Administrative Office Indore payable at Indore.** TENDERs submitted without EMD as prescribed will be summarily rejected.
04.	Security Deposit (SD) (Non-Interest bearing) SD Refund & SD Forfeiture	Rs. 2,00,000/- (by way of Demand Daft drawn on any scheduled Bank in favour of **State Bank of India Administrative Office Indore payable at Indore**) to be deposited by the successful bidder within 07 days from date of issuing of the letter of intent/Acceptance by the Bank. EMD & SD shall be refunded on virtual taking over of the rooms to the Bank. In case the Bidder to which letter of Intent has been issued by the Bank, fails to hand over the virtual possession of all the rooms within fit-out period or authorized extension, if any granted by the bank, the letter of intent/ acceptance shall stand withdrawn, and their EMD & SD shall be forfeited by the Bank.
11	Virtual Taking Over Date	The date of certification by the Bank that all the rooms as per TENDER requirements & agreed terms are ready for the occupation after fit-out /modification / upkeep etc. to the satisfaction of the Bank
12	Rent Commencement date	Virtual Taking Over Date
13	Possession Status	Only already functional premises as Hotel shall be considered
14	Fit Out Period	01 month period from the date of letter of Intent issued by the bank shall be granted to fit-out / modification of all the rooms & parking as per TENDER requirements / agreed terms to the satisfaction of the Bank.
15	Validity of Offers / bids	Bids / Offers shall remain valid for a period of 06 months to be reckoned from date of opening of technical bids.

16	Documents to be submitted with Technical Bid and verification of documents	Duly filled and signed parts of technical bid along with the documents mentioned in TENDER documents and also Room size with Drawings & dimensions, Photograph of rooms, site plan of the hotel showing the main approach road, road on either side if any, width of the road/s and landmarks around the hotel, all duly self-attested by authorized signatory. Copies of title deeds / title chain, approved building map, Cert. of Registration in Sarai Act, Cert. of Registration with Labour Deptt., Cert. of Registration with Food Safety Deptt., Copies of valid Trade License, valid Fire safety license / Cert., Copies of Electricity, Water and Property Tax, Documents of constitution of unit running the Hotel and any other statutory Licenses / permits to be submitted along with the offer.
		The successful bidder will be required to produce the originals of these Licenses / permits and / or other documents as required by the Bank for verification if required before finalizing the contract
17	Lease Period	Initially for 05 years with further renewal of 05 years on mutually agreed terms & rent, subject to satisfactory services.
18	Lease Deed / Agreement	As per draft Lease agreement (as part of Technical Bid)
19	Stamp Duty / Registration Charges	To be shared equally by lessor & Bank.
20	Deduction by way of deficiency of services	In case deficiencies in facilities /services (as per TENDER) pointed out by the occupants are not attended / addressed within 12 hours (from the time it is recorded in the complaint register) a sum of Rs. 5000/- per day per occupants' complaints shall be deducted from the next payable bill of the lessor. (the lessor must ensure that signature of the complainant is obtained after attending the complaint on complaint register with date & time)
21	Termination of Lease by the Bank & Exit Clause / Notice Period	03 months' Notice period in writing by the Bank and no rent / compensation for the unexpired Lease period, if any. (Detailed in the enclosed draft Lease agreement.)

22	Rent / Rate	Rent / rate accepted by the Bank shall be inclusive of room rent and all services, facilities, amenities, maintenance etc mentioned in these TENDER documents and also inclusive of all the taxes, bills, service charges, levies, surcharges penalties imposed by statutory authorities on property / lessor and / or change in this inclusion and /or imposition of any new tax, surcharge, levy etc during the Lease period. No change in the rent on account of anything shall be done. The rent/ rate shall remain fixed during the entire Lease period. **However, GST shall be paid extra at applicable rate over and above the rent.**
23a	Technical Bid (Envelope-1)	EMD, Notice Inviting TENDER, Terms & Conditions, Details of Premises Offered, Annexure – I, Annexure – II, Annexure-III and Draft Lease deed, contained in this TENDER together with all the necessary documents / Photographs and 'List of Deviations' (if any) to be enclosed with the bid will form the **Technical Bid.** All these must be kept in one envelope duly
		sealed. This sealed envelope-1 super scribed on top as **'Technical Bid for Holiday Home at OMKARESHWAR'** and be addressed to undersigned. At the bottom left corner of this envelope the bidder must write Name & Address of Bidder and name, email Id & mobile no. of **authorised signatory** of bidder as mentioned in the TENDER documents.
23b	Price / Commercial Bid (Envelope-2)	Only & only duly filled, signed & stamped Price / Commercial Bid on the proforma contained in these TENDER documents must be kept in another separate envelope and duly sealed. This sealed envelope-2 should be super scribed on top as **'Price Bid for Holiday Home at OMKARESHWAR'** and be addressed to undersigned. At the bottom left corner of this envelope the bidder must write Name & Address of Bidder and name, email Id & mobile no. of **authorised signatory** of bidder as mentioned in TENDER documents

23c	TENDER (Envelope-3)	The aforesaid two envelopes must be kept together in another big envelope. This envelope-3 should be super scribed on top of it as **'TENDER for Holiday Home at OMKARESHWAR'** and be addressed to undersigned. At the bottom left corner of this envelope the bidder must write Name & Address of Bidder and name, email Id & mobile no. of **authorised signatory** of bidder as mentioned in TENDER documents. This envelope -3 should be submitted as described at S. No. 5 above
24	**Weightage to Bids**	Weightages of technical to financial score is specified and shall be in **70:30** proportion
25	**Important Note**	**NO BROKERAGE WILL BE PAID TO ANY BROKER.** **Any kind of canvassing done by any bidder directly or indirectly is liable to disqualify their bid at sole discretion of Premises Selection Committee.**

TENDER Documents (Technical Bid & Price Bid) can be downloaded up to 1800 hrs. of date one day before the last date of submission of Bid/TENDER, from the Bank's website https://bank.sbi.in
➔ "SBI in the News" ➔ "Procurement news" at free of cost.

TENDERs which are incomplete/ illegible/partly filled/without all required enclosures/ contain wrong/ false/ incorrect information/ details are liable to be rejected and shall not be considered at the sole discretion of the Bank.

The Bank reserves its rights to accept/ reject/ cancel/ withdraw the TENDER at any stage without assigning any reason whatsoever.

Deputy General Manager (B &O)
AO INDORE

Date : 12.10.2026
Place : INDORE

We have read and understood all the parts of TENDER Documents as mentioned in NIT e.g. terms, conditions, requirements, minimum requirements, annexure etc. and are acceptable to us. We also understand that the Bank reserves the right to accept / reject all / any TENDER without assigning any reason thereof.

(Signature of Owner/ Authorized Signatory) (Seal of Bidder registered as Hotel)

Name :…… **Name of Hotel :…….**
Date :……
Place: ……

(TECHNICAL BID)
TERMS & CONDITIONS

(Hiring of FOUR (04) Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

Important Notes:
Please read all Parts of TENDER Documents very carefully before filling up the same.

Please ensure, before dispatching/submitting the TENDERs, that all the parts of TENDER documents and required enclosures have been duly signed & stamped by the Authorized Signatory

1. The exterior, interior, surroundings and rooms of the premises must be well maintained, neat, clean, tidy, damp free, aesthetically pleasant. Premises not fulfilling these criteria shall not be considered at the sole discretion of the Bank.

2. The bidder/s must ensure that the number of rooms as specified in TENDER are readily available with them to offer to the Bank.

3(a). No deviation in TENDER documents (terms & conditions, minimum requirement, etc.) is permissible. The TENDERs having deviation are liable to be rejected at the sole discretion of the Bank.

3(b). However, if the bidder seeks any deviation, modification in terms & conditions etc. of TENDER, the bidder must mention all such deviations, conditions etc. in simple, clear and explicit language on a separate sheet named **'List of Deviations'.** This list of deviations must be duly signed and sealed/ stamped by the authorized signatory and should be submitted along with 'Technical Bid' in envelope.

3(c). The Bank may or may not accept these deviations partly or fully. The decision of the Bank shall be conveyed to the bidder/s in this regard. If the bidder accepts the decision of the Bank, then only the respective bid shall be considered valid otherwise shall not be considered for further process. **The decision of the Bank shall be Final & Binding on the bidder/s in this regard.**

4. During the site visit/ inspection, the Premises Selection Committee (PSC) may choose the rooms other than offered by the Bidder. If the bidder agrees, the rooms thus selected by the PSC and agreed by the bidder shall deem to be offered by the bidder and shall be considered for Techno-Commercial evaluation.

5(a). The rooms offered must be kept available exclusively for SBI guests at any time with 3 adults or 2 adults with two children below the age of 12 years should be allowed to stay in the room allotted, without any extra charges. Also, in case of necessity, one additional single bed with mattresses, pillows, quilt etc. should be provided to the guests, without any extra charge i.e. within agreed rent/ rate.

5(b). The driver/s accompanying the Bank's Guest/s shall be provided accommodation in dormitory/ driver's room/ worker's room with bed mattresses etc. without any extra charge i.e. within agreed rent/ rate.

6. Singular/ plural words used in these TENDER documents are interchangeable i.e. Clause/s are applicable to both singular and its plural versions. Similarly, His / Him and / or Her, He and / or She, are interchangeable.

7. The words Bank's occupant/s, Occupant/s, Banks' Guest & Guest/s used in these TENDER documents mean one and the same i.e. the person to whom the room/s are allotted in the Holiday Home by the Competent Authority of the Bank and who has checked-in the Holiday Home along with person/s authorized to accompany him.

8 (a). Price Bid, Commercial Bid and Financial Bid mean one and the same. Landlord and owner and lessor mean one and the same. Bank and Lessee mean one and the same. Lease deed, agreement of Lease and Lease agreement mean one and the same.

8 (b). The room/s designated for the Bank shall be allotted by the Bank only and shall be conveyed to the Landlord (or his representative) in the manner as may be decided by the Bank at later stage.
Bank's Guest or Bank Guest means the person/s to whom the Bank has allotted the room/s for a specified period.

9 (a). The income tax etc at applicable rate as statutory deduction will be deducted by the Bank at source while paying the rentals per month. The landlord will be required to raise the bill to SBI on 7th of every month for the rent due of preceding month indicating the GST component also (if applicable) in the bill separately. The bill should also contain the GST registration number of the landlord as well as of Bank's GST No. i.e. 23AAACS8577K1ZX, apart from name, address etc. of the landlord and the serial number of the bill, for the bank to bear the burden of GST. The Landlord shall attach the photocopy of the complaint register and feedback forms (if any) of bill period with the Bill.

9(b). The landlord shall maintain and keep in his safe custody the complaint register, feedback forms or any other record / register as may be required by the Bank.

9 (c). The landlord shall fix neatly framed List of Facilities / amenities available to the Bank Guest as per agreed terms & conditions, in each room. Content of List shall be finalised by the Bank.

9 (d). A person or the Committee authorised by the Bank may visit and inspect the premises / Hotel/ Rooms to check the condition, facilities, upkeep etc are as per the agreed terms. The Landlord shall permit & facilitate such person/ committee to carry out inspection and comply to their observations.

10. The Bidder/ landlord/ lessor whose rooms are hired by the Bank on Lease shall maintain & preserve the complaint register/ forms etc in the format prescribed by the bank and shall produce before the Bank in the way & manner advised by the Bank.

11. Income tax and other statutory clearances/ licences/ approvals etc pertaining to premises shall be obtained by the Bidder/ landlord/ lessor at his own cost and shall be produced before the Bank as & when asked by the Bank.

12 (a). During the Lease period at any point of time, the Bank may request to increase the number of rooms on the same terms & conditions. In such case the landlord will give preference to the Bank's requirement. Rent shall be increased accordingly at accepted rate/s.

12 (b). During the Lease period at any point of time, Bank may decide to reduce/ surrender the number of room maximum by 30%. Where particular room/s to be surrendered shall be decided by the Bank. The decision of the Bank shall be final and binding on the Landlord in this regard. The term & conditions of TENDER and Lease agreement shall remain unchanged except reduction in rent worked out as per accepted rates. **However, the Bank will give a 03 month notice in writing to the Landlord about reducing/ surrendering the room/s.**

13. The successful bidder/ vendor should have clear and absolute title to the premises and furnish legal title report from the SBI empanelled advocate at his own cost. The successful bidder/ vendor will have to execute **the Lease deed as per the attached Lease deed/ agreement format of State Bank of India.** The applicable portion of these TENDER documents, letter of intent/ acceptance and/ or any other relevant document shall also form the part of agreement.

14. Any change or intention of change in ownership/ transfer of rights/ Operations related to the Hotel/ Premises shall be intimated by the Landlord to the Bank promptly

15. **Selection Procedure / Modality**

(i) The technical bids be opened by **Premises Selection Committee (PSC)** on date & time as specified in NIT in the Presence of bidders or their authorized representatives who are present at that time and date.

(ii) The Premises Selection Committee (PSC) will do preliminary scrutiny of all the Bids. On the basis of Preliminary Scrutiny, the Bank at its own discretion may reject the incomplete bids, bids having inconsistent/ contradictory information, incomplete enclosures, not duly filled & signed, illegible bid, not conforming to the requirements as mentioned in the TENDER documents without seeking any further clarification, information, documents etc. from the bidder/s.

However, in case of minor deficiencies, the PSC may seek such details / confirmation from the bidder/s.

(iii) The premises/ offers to which PSC finds not suitable/ not as per minimum requirements etc. On the basis of the details of the offers/ technical bid including photographs, room plans etc. shall not be considered for further and the site of such premises shall not be visited by PSC

(iv) Bank reserves the right to relax minimum requirement criteria, in case minimum three (03) valid bids fulfilling the minimum requirement criteria are not technically qualified.

(v) The technically qualifying bids shall be listed, and these bidders shall be advised through mail in advance about time slot and date/s of site/premises visit and/ or verification of original documents by PSC. The bidder/s who fail to facilitate proper physical inspection and verification of documents shall not be given another opportunity and their TENDER shall not be considered further.

(vi) On the basis of the physical site inspection and/ or verification of documents, technical evaluation as per TENDER shall be done and technical score to bidders shall be awarded by the Premises selection committee to each technically qualifying
premises/ offer/ Bid. **Maximum top four (4) scoring bids shall be shortlisted by the PSC for opening Price Bids.**

(vii) The date, time & place of opening of Price Bid shall be intimated to shortlisted bidders and Price Bid shall be opened by the PSC in the presence of bidders/ their representative present.

(viii) Thereafter, Techno-commercial evaluation shall be done by the PSC as specified in these TENDER documents and most successful bidder will be finalized.

(Signature of Owner / Authorized Signatory) **(Seal of Bidder registered as Hotel)**

(TECHNICAL BID)
DETAILS OF PREMISES OFFERED

(Hiring of 04 Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

(Please fill up in good handwriting or submit typed without changing format & Description)

S. No.	Description	To be filled by the Bidder
1a	Name, Address, Phone no., Mobile no. of the **Bidder** having ownership rights / Lease rights of the Premises being offered	
1b	PAN No. of **Bidder** (Attach self-attested copy of PAN Card as **Enclouser-A1**)	
1c	GST No. of **Bidder** (Attach self-attested copy of PAN Card as **Enclouser-A2**)	
1d	Name, Address & Phone nos. of the **Hotel/ s (Premises)** in which rooms are being offered. (Enclose broacher, tariff card & Restaurant menu after Technical Bid as **Enclosure -A3**)	
2	Hotel/ s on Lease or owned (Give Details) (Enclose self-attested documents i.e. ownership or Lease deed documents after Technical Bid as **Enclosure -B**)	
3	Name/s, Mobile nos. & address of the proprietor/Partners/ Bidder owning/ having Lease of the Hotel/ s	
4	Owners/ Lessor/s are proprietor/ partnership Bidder/ LLP/ Limited co. of the premises offered. (Enclose self-attested documents after Technical Bid as **Enclosure -C**)	
5	License No. and/ or Registration details with Govt./ Local Bodies to do Hotel/ Business in the Premises (Enclose self-attested documents after Technical Bid as **Enclosure -D**)	
6	Name, Designation, Mobile No. and **email id** of the person authorized to sign	

	(authorized Signatory), communicate with & submit this TENDER. **Please note that all the communication shall be done on this email id only.** (Enclose authorization document after Technical Bid as **Enclosure -E**)	
7	Distance of Premises from Shri Omkareshwar Jyotirlinga Temple (In Kms.)	
8	Total Number of Floors and Rooms (category wise) in Hotel/s and their tariff (without GST) being charged from customers	
9	Total Number of Rooms & their Room number being offered to Bank as **Standard Room** (Please also mention Total carpet area of Room including toilet etc.) Enclose the site plan of premises, Plans showing dimensions of rooms & toilets. Enclose the latest (not older than 03 months) external & internal photographs of the premises (Hotel/ s) and of offered Rooms duly kept in album flaps (Enclose above said plans & photographs after Technical Bid as **Enclosure -F**)	
04	In House Kitchen / Restaurant	
04a	Whether in house Kitchen / Restaurant operational (Yes/ No)	
04b	Timing of Restaurant/ Kitchen	
04c	Seating Capacity	
04d	Room Service (Available/ Not Available)	
04e	Room Service timings for tea/ coffee etc.	
04f	Food available – Veg, Non-veg, South Indian, Continental, Chinese etc.	
11	Facilities such as Gym, Spa, Swimming Pools, Indoor games, or any other entertainment etc. available in the hotel.	
12	Please mention complementary services i.e. without any charge (such as free pick up & drop to airport/ railway station, welcome drink, fruit Basket, water bottles, Newspaper, Washroom/ Toilet Kit, Bed tea, Dinner, Discount	

	On Restaurant, Use of gym, Use of swimming pool etc.) being provided by you to your **General customers** (Please specify)	
13	Details & List of Complementary Services (other than specified in Annexure-I and in addition to being provided to general customers as per S. No. 9 above), shall be provided by you to the **Bank's Occupants**	
14	Complementary discount in percentage (%) on Restaurant Menu for SBI Occupants	
15	Details of tie up, if any, you have with Doctors/ Hospital to be available on call in case of emergency	
16	Availability of Help Desk within Hotel for booking of Taxi, Tour, Travel, Air Ticket, Railway Reservation etc.	
17	Availability of Lockers for Bank's Occupants	
18	List of Deviations (If you intend to seek any deviation please enclose 'List of Deviation after Technical Bid as **Enclosure -H**)	Yes / No
19	Any other details, information, facility etc. you would like to share which are not covered in Technical Bid Documents	

(Please note that discounts, complementary services etc. offered by you shall be considered for marking under S. No. 13 of Annexure – II)

Declaration & Undertaking by the Bidder: We have read and understood all parts of TENDER Documents including terms, conditions, requirements, minimum requirements, annexure etc. and are acceptable to us. We also understand that the Bank reserves the right to accept/ reject all/ any TENDER without assigning any reason thereof.

(Signature of Owner / Authorized Signatory) (Seal of Bidder registered as Hotel)

Name :…… **Name of Hotel :…….**
Date :……
Place :……

TECHNICAL BID

ANNEXURE – I

(Hiring of FOUR (04) Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

LIST OF MINIMUM INFRASTRUCTURES, AMENITIES ETC. REQUIRED

(Kindly note that the list below is not exhaustive)

Sr No.	Infrastructure/ Services/ Amenities/ Fixtures/ Consumables/ Facilities etc. available, to be provided and maintained by the Bidder/ Landlord (Within the rate/ rent accepted by the Bank)
1	Standard Rooms (04 nos.)
2	No. of Car Parking within Premises for Bank (preferably 50% of numbers of rooms)
3	Bank's back-lit Signboard at the Entrance & visible Location as per Bank's requirement
4	Emblem on Room doors as per Bank's requirement.
5	Regular Maintenance/ cleaning/ Upkeeping of Rooms & Washrooms – Daily and as often required
6	**Amenities etc. in each Room (must have attached washroom must)**
a	1 no. King Size wooden double bed or 2 nos. Single Bed (as required by Bank) with 2 nos. bed side tables/ units and with Minimum 6" thick mattresses & soft Pillows of standard make.
b	Superior quality ironed, spot less white bed sheets, pillow covers & bed covers (bed sheets & pillow covers to be changed daily)
c	Dry-cleaned/ washed/ vacuum cleaned & ironed Cover sheet/ Blankets/comforters/ Quilts as per occupant's requirement
d	Superior quality curtains/ blinds on windows (to be dry-cleaned/ washed/ vacuum cleaned as & when required
e	Superior quality clean door mats at room door & washroom door
f	Laminate/ Polish finish wooded cupboard with minimum 06 heavy SS/Wooden/ Plastic hangers & space
g	Laminate/ Polish finish wooden writing table
h	Polish finish wooden writing chair with cushioned seat
i	Full Size dresser
j	Comfort sitting chair (cushioned) -2 Nos
k	Wooden center table with laminate finish/ glass top
l	Air-Conditioner of adequate capacity (with heating feature) with remote. In case heating feature is not in-built in AC, blower type room heater in Standard Room and Oil filled (remote operated) room heater in Deluxe Room shall be provided
m	Ceiling Fans, LED Lights, Exhaust Fan, Battery operated Room Fresheners, Mosquito Repellent, Sweeping type wall clock, night light/ lamp
n	LED TV (preferably 42" in Standard Room & 52" in Deluxe Room)
o	Cable/ DTH connection
p	Hi speed Wi-fi
q	SS Electric Kettle (Separate base) - 1 liter minimum
r	Minimum 1 liter Steel water jug with lid, Plastic/ Melamine tray, 4 nos. glass tumblers with costars, 2 nos. China clay teacups with saucers and 2 SS teaspoons, 2 pairs slip-in bathroom sleepers

s	For each day of halt/ stay – 2 nos. 1-liter packaged drinking water bottles, 2 nos. black tea dip sachets, 2 nos. coffee powder sachets, 4 nos. milk powder or concentrated milk sachets, 6 nos. sugar sachets and salt & black pepper sachets as required, Big size soft paper napkins in SS Napkin Holder (kept in container / Basket / separate tray), Supply of Palatable RO Water in room as demanded
t	SS wastepaper/ dust/ garbage bin with lid and disposable bag inside
u	Intercom facility
v	**Complimentary Breakfast with Hi-Tea**
7.	**Amenities in each Washrooms attached to Rooms**
a	Storage type electric Geyser or central supply of 24 hrs. hot water supply
b	European type commode with health faucet & toilet paper holder with tissue paper roll
c	Washbasin with CP mixer or separate CP pillar cocks with looking mirror & shelf / soap dish with soap or soap dispenser with liquid soap, CP Towel Ring
d	CP wall mixer faucet with shower
e	Cloth drying line, CP Towel rail, 4 nos. CP cloth hooks
f	1 no. Plastic Bucket, 2 Plastic mugs & 1 no. high level plastic Bathing stool
g	Exhaust Fan
h	Washed, ironed & spotless 2 nos. superior quality Bath towels & 2 nos. superior quality face/ hand towels of white color (to be changed for each day of stay/ halt)
i	Naphthalene balls in wash basin and deodorizer sachet/ bar in washroom
j	1 no. Washroom kit containing small bathing soap, liquid shower soap, hair shampoo, hair conditioner, hair oil in sachet, shower cap, etc. for each day of stay/ halt as decided by the Bank.
8.	**Other General Services/ Facilities/ Amenities etc.**
a	24 hours water supply in washrooms
b	24 hours full-load electricity supply (including power backup generators) in rooms
c	Restaurant facility (Breakfast, Lunch, Dinner) within hotel premises **(on payment basis by the occupants)**
d	Laundry Service **(on payment basis by the occupants)**
e	Cloak Room facility up to 24 Hours after check-out
f	Regular pest / insects' control to keep rooms insect, flies, mosquito, rodent, termite free without leaving bad odor.
g	Lift Facility, in case rooms are on upper floors.
h	Occupants shall be entitled to enjoy all the free services available to other guests of the Hotel, free of cost.
9.	**Other Minimum Specifications (Airy, natural light & damp free)**
a	Double charged vitrified tile flooring or Wooden flooring or mirror polished marble floor in rooms, Wooden Flooring / Carpet in Deluxe Rooms
b	Anti-skid Ceramic tile flooring in washroom floors and full height ceramic tile dado on washroom walls
c	Acrylic Emulsion paint on walls
d	Adequate numbers of Modular Switches & Sockets at proper location for all the required fixtures and 2 additional sockets for charging mobile, laptop etc.
04	Mechanical shoe shiner at any convenient general place.

(Signature of Owner / Authorized Signatory) **(Seal of Bidder registered as Hotel)**

(TECHNICAL BID)

ANNEXURE – II

(Hiring of 04 Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

Parameters based on which technical score will be assigned by SBI

(NOT TO BE FILLED BY THE BIDDER)

TECHNICAL EVALUTION

TECHNICAL PARAMETERS AND SCORING BASED ON THEIR MARKS

The detailed list and marks assigned to each parameter is as under:

Sr No.	Parameter	Maximum Marks
1	Distance (Vehicular) from desired location (From the Omkareshwar Jyotirlinga Temple) i) up to 2 Kms (5 marks) ii) more than 2 Kms but up to 4 Kms (1 marks)	5
2	Surrounding of Premises (Marks 1 to 5 depending upon openness, Type, greenery, activities etc. in surrounding)	5
3	Approach (must be motorable) & on Main Road (preferably 20ft or above) (Marks 1 to 5)	5
4	Dedicated Parking Area for Bank (5 parking- 05, 3 parking- 03, less than 3 parking- 0)	5
5	Exterior of the Building including quality of construction (0 to 5)	5
6	Interiors of Premises in General (e.g. Lobby, Corridors, Interior decoration) including quality of construction (Marks 0 to 5)	5
7	Open Space, Greenery, Landscaping etc. of the Premises (0 to 5)	5
8	Facilities available including their quality in the premises (Gym, Swimming Pool, Travel Desk, Doctor on call, Spa, Indoor games, any other entertainment facility etc.) (Marks 0 to 10)	10
9	Room Size & Toilet Size, Windows, Layout in the Rooms (Marks: 0 to 10)	10
04	Inhouse Kitchen / Restaurant: Availability / operational (Marks: 0 to 05)	05
11	Suitability & Quality of Furniture, fixtures, fittings, interiors etc. in Rooms (Marks, poor-0, good-5, very good-04, Excellent-15)	15
12	Offered Rooms in continuity or not, on one floor or not, their location of floor, Balcony, view from the room	10
13	Overall suitability in view of the Premises Selection Committee	15
	TOTAL	**100**

(Signature of Owner / Authorized Signatory) **(Seal of Bidder registered as Hotel)**

(TECHNICAL BID)

ANNEXURE – III

(Hiring of FOUR (04) Hotel Rooms on Lease for SBI Holiday Home at OMKARESHWAR)

TECHNO-COMMERCIAL EVALUATION

Example for evaluation of proposals:

Weightages of technical to financial score is specified in **70:30** proportion in the NIT

The example to calculate most successful bidder based on marks given on each of the parameters (Annexure-II) is as follows:

Total marks 100.

Three premises short listed- A, B, & C.

They get following marks on technical parameters:

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 after evaluation of technical bids, financial bids can be opened

Bid Amount = Rate/ rent per room per month (without GST) quoted by the Bidder in Financial Bids multiplied by Number of rooms required by the Bank.

Example:

(i) Bidder - A quoted Rate / Rent for Standard Room – Rs. 2,000 /-, Then Bid Amount for Bidder-A is Rs. 2,40,000/- (04 X 2000/- x 30 days)

(ii) Bidder - B quoted Rate / Rent for Standard Room – Rs. 1,500 /-, Then Bid Amount for Bidder-A is Rs. 1,80,000/- (04 X 1500/- x 30 days)

(iii) Bidder - C quoted Rate / Rent for Standard Room – Rs. 1,200 /-, Then Bid Amount for Bidder-A is Rs. 1,44,000/- (04 X 1200/- x 30 days)

Similarly Bid amount of all the qualifying Bidders shall be calculated

The Bid Amounts of 3 Bidders are as follows:

A: Rs 2,40,000/- per month for 04 Standard Rooms

B: Rs 1,80,000/- per month for 04 Standard Rooms

C: Rs 1,44,000/- per month for 04 Standard Rooms

As Bid amount of C is lowest, to work out percentile score, following will be the calculation:

C: (1,44,000/1,44,000) *100 = 100

B: (1,44,000/1,80,000) *100 =80.00

A: (1,44,000/2,40,000) *100=60.00

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) + (60.00 x 0.30) = 88.00

B: (89.74 x 0.70) + (80.00 x 0.30) = 86.82

C: (69.23 x 0.70) + (100 x 0.30) = 78.46

Therefore, the Most successful bidder shall be 'A' and Bank may invite 'A' for further negotiations.

(Signature of Owner / Authorized Signatory) **(Seal of Bidder registered as Hotel)**

(TECHNICAL BID)

DRAFT LEASE DEED

(Hiring of FOUR (04) Hotel Rooms on lease for SBI Holiday Home at OMKARESHWAR)

THIS INDENTURE made on this..... day of _____, 2026

BETWEEEN

…….. at …….. (herein after referred to as Firm/ Company/Lessor/s which expression shall unless repugnant to the context of the meaning thereof be deemed to include its executors, administrators, representatives, successors and assign of the First Part through Shri…… s/o Shri_____, who is duly authorized to sign this agreement on behalf of the Company through Board resolution dated.....

AND

The State Bank of India, constituted under the State Bank of India Act, 1955, having its Corporate Office at State Bank Bhavan, Madame Cama Road, Mumbai and one of its local head offices at 11, Sansad Marg, New Delhi and an administrative office at ……..(hereinafter referred to as 'the Bank/Lessee' which expression shall unless repugnant to the context of the meaning thereof be deemed to include its successors and assigns) of the other Part through Sh. ..... S/o……(Designation with official address) duly authorized officer to execute this agreement.

WHEREAS

- Lessor is engaged in the business of running a Hotel under the name and style of Hotel …….. situated at……., ……., ……..
- The Lessor/s being seized and possessed or otherwise well and sufficiently entitled to the demised premises and entitled to grant a lease of demised premises have agreed to grant a lease of the demised premises.
- The lessor has at the request of the Lessee agreed to reserve/grant to the Lessee a lease of the ……. Standard rooms, more fully described in the Schedule A, fully furnished with attached toilet in the said Hotel for a period w.e.f. …….. to …… at a monthly rent of Rs…… + GST, if applicable, (for Standard rooms) per month, for the

purpose of using its rooms as Holiday Home on the terms and conditions contained hereinafter.

Now the Lease Deed witnessed as under: -

1. The Lessee/Bank hereby covenant with the Lessor in the manner following:

(a) The monthly rent for the said premises shall be Rs …….. + GST, i.e Rs …… for FOUR (04) rooms + GST for a period w.e.f. …….. to ……, inclusive of all applicable taxes.

(b) That the Bank, on production of the monthly invoice for room rent specified in the lease deed, will pay or cause to be paid to the Lessor/s the monthly rent, subject to TDS, applicable from time to time, on or before 7th day of every English Calendar month for the preceding month. The monthly rent will be paid to the Lessor subject to proper maintenance and upkeep of rooms and provisions of uninterrupted supply of hot and cold water as well as adequate drinking water in rooms and power supply to the occupants.

(c) To pay…… month's rent as interest free rental advance deposit. At the time of issue of notice for termination of lease, such deposit shall be adjusted against the rent payable during the notice period 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.

(d) That the Bank shall not make any permanent structural additions or alterations to the demised premises without the consent in writing of the Lessor/s, but such consent shall not be unreasonably withheld in case of alterations as may be necessary or required by the Bank for the purpose of carrying on its Holiday Home.

(e) That the Bank shall not assign or sublet the demised premises or any portion thereof without the previous consent in writing of the Lessor/s but such consent shall not be withheld in the event of the Bank deciding to close the premises before the expiry of lease period provided that the occupation of the demised premises by the Bank's guards or other staff shall not amount to such assignment or sub-letting.

(f) That the Bank will at the expiration or earlier determination of the said term or any extension thereof peaceably and quietly yield and deliver up possession of the demised premises to the lessor in the condition as they now are subject to performance by the Lessor/s of the covenants,

hereinafter contained and subject also to changes caused to the demised premises by fair wear and tear and damage by rain, fire, earthquake, riot, civil commotion, cyclone tempest, flood, violence of any army or mob or other irresistible force or act of God but this condition shall not be construed to render the Bank liable to do any repairs of any kind to the demised premises.

(g) The guests staying in the rooms reserved shall make proper entries in the Register provided for by the Bank and provide valid IDs, on asking, along with room booking slips / vouchers issued by the Bank in online / offline mode at the time of check-in.

2. The Lessor/s hereby covenant with the Bank in manner following:

a) The Lessor/s having good right, title and power to grant this lease of the demised premises to the Bank.

b) That the Bank paying the monthly room rent hereby reserved and observing and performing the covenants and conditions herein contained and on its part to be observed and performed shall and may peaceably and quietly hold possess and enjoy the demised premises together with the fixtures, fittings and other **appurtenances** during the said term without any interruption or disturbances from or by the Lessor/s or any other persons lawfully claiming any estate right title or interest in or to the demised premises or any other part thereof.

c) That the Lessor shall submit the feedback form as well as the copy of the Complaint register of each month to the Lessee Bank along with the bill / invoice raised for payment of the monthly rent of the rooms specified in the lease deed.

(d) That the Lessor/s will obtain necessary permission from the Competent authority to run Bank's Holiday Home in the demised premises, if required and any charges payable for the said purpose to local authority will be borne by the Lessor/s.

d) That all sorts of maintenance of building, its electrical wiring, electrical fittings, fans, AC, furniture and fixtures, water coolers, geysers etc. motor pump, boring terrace, parking space, generator, supply of drinking water in the rooms, payment of electricity bills etc. shall be done / borne by the Lessor/s at their own cost with regular maintenance staff.

e) ***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.**

f) That the Lessor/s will comply with at their own cost all requirements and regulations of the Municipality and/or other authority concerning the demised premises and will keep the Bank indemnified against any breach or consequence thereof.

g) That the Lessor/s will during the said term keep at their own expense the demised premises as well as the additions thereto erected and made by the Bank-appearing wind and watertight and immediately on receiving intimation in that behalf from the Bank execute and do all repairs to the said premises. The Lessor/s will also annually execute thorough repairs, white/colour washing, painting/varnishing to the said premises.

h) When electric wiring/fittings, water pipelines, handpumps, sanitary fittings, underground sewers are rendered unserviceable, they will be replaced by the Lessor/s at their own cost.

(i) If the Lessor/s neglects or fail to pay any tax on the demised premises, vide clause (ii) (e) or to carry out any work mentioned in clause II (g) and (h) and above within reasonable time after due notice the Bank shall be at liberty to have the tax paid and the work executed as the case may be and deduct the tax paid and the work executed as the case may be and deduct the tax and / or the cost, even if it exceeds one month room rent in a year, from the rent payable to the lessor under these presents and if there is any balance after deduction, to recover such balance from the Lessor/s.

(j) If the Lessor/s neglects or fails to comply with the requirements/ regulations of the Municipality and or other appropriate authority concerning the demised premises, vide clause II (i) and in consequence thereof if the Bank suffers any loss or damage, the bank shall have the right to deduct such loss or damage from the rent and, if the rent is insufficient, to recover the balance from the Lessor/s.

(k) The Bank shall be at liberty to remove at any time all the material employed in the construction of temporary structures of any kind, furniture, electrical installations/ fittings and other fixture which may have been brought in, fixed installed or erected by the bank in the demised premises prior to or during the continuance of the said term.

(l) The lease period for all the rooms is 3 three years w.e.f. …….. to ……The Bank reserve an option of renewing the lease of the demised premises at the expiry of the present term hereby granted for further 1 (one) term of 3 (Three) years on the mutually agreed terms and conditions subject to satisfactory services offered by the lessor

3. That the lessor has also agreed to provide the following services to the lessee:

(a) That the Lessor/s will ensure that each room will be furnished with Air conditioners, LCD TV (with cable DTH facility), double bed, mattresses, bedside table, Easy chairs, wardrobe, telephone/ intercom, insulated water jugs/ glasses, ceiling fans etc. as specified in TENDER document. EPABX facility with direct telephone line will also be provided by the Lessor/s for the guest to directly dial from the room for which usage bill of the telephone will be recovered from the users.

(b) The Lessor shall also provide/ change Bed Sheets/ Pillow covers in each room on daily basis and shall also provide one bucket, one mug, wash basin, with fixed mirror, one chowki, 2 towels/ 2 hand towels, bath soap, along with all other items on daily basis in each room as specified in TENDER document.

(c) The Lessor shall also provide complimentary facilities of **Wi-Fi, two bed tea, Breakfast** etc. on daily basis in each room as specified in TENDER document.

(d) The Lessor shall provide one extra bed, or one extra bed mattress shall be provided for additional occupants, if necessary, under exceptional circumstances. Usually, room will be allotted on 2 adults + 2 kids basis.

(e) That the Lessor/s will provide one caretaker and adequate numbers of waiters etc. to take care of the guests coming to the Holiday Home. They will maintain separate registers for SBI guests and charges collected from them as prescribed by the Bank as rental of rooms etc., which will be deposited by them in the Bank at weekly intervals.

(f) That cleaning of each room and toilet/ bathroom etc. shall be done by the Lessor/s on daily basis.

(g) The lessor will inform the bank of the number of rooms given on rent. The rooms should be specifically earmarked for the exclusive use of the Bank's staff and should not be used by the lessor for renting the same to the outsiders at any time if they remain vacant.

(h) That the Lessor/s will make 24 hours of water supply in the demised premises and for this purpose provide submersible pump and make provision of drinking water.

(i) The Lessor shall place at a prominent place in each room the brief details of the facilities provided by the occupants and shall also provide a feedback form to each occupant for their comments.

(j) The Bank shall display Bank's signboard/ board, 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 Bank thinks fit and proper and the Lessor shall not have any objection thereto.

(k) The facilities mentioned in Annexure A shall be made available to the lessee by the Lessor.

(l) The power back-up of adequate capacity to ensure 24-hour power supply will be provided by the Lessor/s at its own expenses.

(m) The lessor/s shall keep the demised premises insured at all time during the term of lease

4. PROVIDED ALWAYS and it is hereby agreed and declared by and between the parties hereto as follows:

(a) 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.

(b) That in case the demised premises or any part thereof shall at any time during the term hereby created be materially damaged destroyed or rendered uninhabitable by fire, earth-quake, riot, civil commotion , cyclone, tempest, flood or act of God and be not caused by the acts or neglects or default of the bank so as to render the demised premises or any part thereof substantially unfit for the purpose for which the same are let then it shall be lawful for the bank at its option either to determine the lease or to retain occupations if the rent hereby reserved or a proportion thereof, according to the nature and extent of the damage sustained, shall be suspended from the time of such destructions or damage until the said premises are restored to their former state and condition and rendered fit for occupation and use.

(c) That the Bank shall have the right to terminate this lease for all rooms or any number of rooms(s) by giving three months' notice in writing without assigning any reason at any time during the currency of lease to the lessor and on expiration of the period to be mentioned in

such notice this lease shall cease to be operative. In such case no rent or compensation shall be payable by the lessee Bank to the lessor for the unexpired period.

(d) In the event of termination of this lease deed by the lessee by issuing 3 months' notice as mentioned above or under any other clause, or by the efflux of time, the lessee will be entitled to remove all its belongings from the demise premise peacefully and the lessor will provide necessary assistance to the lessee for removing its articles and belongings without any protest.

(e) That at the time of termination of early termination of lease period, the 3 month's room rent deposited with lessor by the Lessee Bank as Interest Free Security deposit shall be either adjusted by the lessor during the last 3 months of the lease period for which proper invoices will be issued by the lessor for processing of GST portion or shall be refunded by the lessor to the Lessee at the time of termination or determination of the lease period.

(f) That the expenses of this lease deed shall be borne by the lessee and lessor on the basis of 50: 50 ratio stamp duty and registration charges required to the execution of lease deed.

(g) That the parties mutually covenant that any variation in terms and conditions of this deed shall only be made in writing.

(h) Accepted TENDER and accepted deviation, if any, shall form part and parcel of the lease agreement (Annexure-A)

SCHEDULE OF PROPERTY

Schedule A

Description of the Hotel and the Rooms

IN WITNESS, whereof the parties hereto have executed this lease the date and year first above written.

For …….. For State Bank of India

(Lessor) (Lessee)

Witness Witness

ANNEXURE -A

DETAILS OF FURNITURE, FIXTURE, AND AMENITIES TO BE PROVIDED BY THE LANDLORD (LESSOR) AND TERMS AND CONDITIONS AS PER ACCEPTED TENDER.