TENDER ID	DEL/AO-4/R-1/2026-27/14
START DATE	22.10.2026; 00:00 HRS
LAST DATE	13.11.2026; 15:00 HRS

STATE BANK OF INDIA
REGIONAL BUSINESS OFFICE – 1,
FIRST FLOOR, PLOT NO. 11,
BLOCK-B1, SECTOR 11, FARIDABAD
(HARYANA)-121006

PREMISES REQUIRED ON LEASE RENTAL BASIS FOR OPENING OF A BRANCH "HASSANPUR, DISTT. PALWAL, HARYANA"

TENDERS TO BE SUBMITTED TO:

THE REGIONAL MANAGER,
STATE BANK OF INDIA,
REGIONAL BUSINESS OFFICE – 1,
FIRST FLOOR, PLOT NO. 11,
BLOCK-B1, SECTOR 11, FARIDABAD
(HARYANA)-121006
CONTACT: 9718205701
(Mr. Surendra Yadav)

TENDERS SUBMITTED BY:

NAME	
ADDRESS	
MOBILE	
E-MAIL	

STATE BANK OF INDIA
REGIONAL BUSINESS OFFICE – 1,
FIRST FLOOR, PLOT NO. 11,
BLOCK-B1, SECTOR 11, FARIDABAD
(HARYANA)-121006

NOTICE INVITING TENDER (NIT)

PREMISES REQUIRED ON LEASE

State Bank of India (SBI) invites offers from owners/Power of Attorney holders for premises on lease rental basis having permission of Commercial activities by Haryana Urban Development Authority/ Municipal authorities for opening of a branch having approximate carpet area of **1500 Sq ft to 2500 Sq ft (Approx. 139 Sqm to 232 Sqm) located in Hassanpur (Hassanpur- Hodal/ Palwal Main Road), Distt. Palwal (Haryana).** The proposed premises should be only on a single floor on ground floor. The proposed premises should be situated on a main road with front width of the offered premises approximately 9.15 m (30ft) and adequate covered/ open parking space. Premises should be ready for possession / occupation or become ready as per Bank's requirement within 2 months' time. The premises should have all facilities including adequate power load, water supply, power backup or space for keeping generator, provision for ATM and installation of V-SAT/antenna. The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from SBI's website "https://sbi.bank.in →SBI in the news→ Procurement news" from **22.10.2026 to 13.11.2026** and to be submitted during office hours on or before **3.00 pm on 13.11.2026** to "The Regional Manager, State Bank of India, Regional Business Officer-1, First Floor, Plot No. 11, Block- B1, Sector-11, Faridabad (Haryana)-121006".

The selection of premises will be done based on techno-commercial evaluation. 70% weightage will be given for technical parameter and 30% for price bid. Preference will be given to the premises owned by the Govt. Departments/Public Sector Units/Banks. SBI reserves the right to accept or reject any offer without assigning any reasons. No brokerage will be paid.

Sd/-
Regional Manager
RBO-1, AO-4
Faridabad

TECHNICAL BID (COVER-A)
TERMS AND CONDITIONS

OFFER/LEASING OF BRANCH PREMISES

This tender consists of two parts viz. the Technical Bid having terms and conditions, details of offer and the Price Bid. Separate Technical and Price Bids are to be submitted for each proposal using photocopies in case of multiple offers. The Technical Bid and Price Bid for the proposal should be enclosed in separate sealed envelopes and these two envelopes should be placed **in a single cover superscribing "Tender for leasing of SBI Hassanpur, Distt. Palwal (Haryana) Branch"** to "**The Regional Manager, State Bank of India, Regional Business Office-1, First Floor, Plot No. 11, Block-B1, Sector-11, Faridabad (Haryana)-121006**" **on or before 3:00 PM on 13.11.2026 (last date of submission).**

Important points of Parameters -

1	Carpet Area	As specified in NIT
2	Covered Parking Space (Free of cost)	Dedicated parking space minimum for 2 four wheelers and 6 two wheelers for staff
3	Open parking area (Free of cost)	Sufficient open parking area for customers
4	Amenities	24 hours water facility, Electricity load as per requirement, Ramp with SS 304 handrails, Space for Generator, rooftop solar, V-SAT antenna, AC outdoor units, earth pits etc.
5	Possession	Ready for possession / occupation
6	Premises under construction	May not be considered
7	Desired location	As specified in NIT
8	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority (ii) Govt. Departments / PSU / Banks (iii) As specified in NIT
9	Unfurnished premises	May be considered and Bank will get the interior and furnishing work as per requirement.
10	Initial period of lease	10 years (5 + 5)
11	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids
12	Validity of offer	4 months from the date of submission of the offer
13	Stamp duty / registration charges	To be shared in the ratio of 50:50
14	Fitment Period	45 days rent free fitment period after completion of civil works and handing over of the premises to Bank for interior furnishing works.
15	Frontage	Premises having more than 9.15 meter (30 feet) frontage will be given preference.

TERMS AND CONDITIONS

1. The successful bidder 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 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 lessor and the Bank. The initial period of lease will be 5 years and will be further renewed for 5 years with requisite exit clause to facilitate full / part de-hiring of space by the Bank only during the pendency of the lease. As regards increase or decrease in rents payable, increase in rent if any shall be subject to market conditions & to a maximum ceiling of 25% after initial term of 5 years is completed. After 10 years, rent can be negotiated and finalized with mutual agreement.

2. Tender document received by the SBI after due date and time shall be rejected.

3. The bidder/lessor are requested to submit the **tender documents in separate envelope** super-scribed on top of the envelope as Technical and Price Bid as the case may be (**TECHNICAL BID AND PRICE BID**) duly filled in with relevant documents/information at the following address:

STATE BANK OF INDIA
REGIONAL BUSINESS OFFICE – 1,
FIRST FLOOR, PLOT NO. 11,
BLOCK-B1, SECTOR 11, FARIDABAD
(HARYANA)-121006

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 bidder. Any over-writing or use of white ink is to be duly initialed by the bidder. The SBI reserves the right to reject the incomplete tenders.

5. In case, the space in the tender document is found insufficient, the bidder may attach separate sheets.

6. 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.

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

8. **The Technical Bid will be opened on 13.11.2026 at 3:30 PM** in the presence of bidders who choose to be present at "**State Bank of India, Regional Business Office-1, First Floor, Plot No. 11, Block- B1, Sector-11, Faridabad (Haryana)-121006**". All bidders are advised in their own interest to remain present on the specified date and time.

9. SBI reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

10. Canvassing in any form will disqualify the bidder. **No brokerage will be paid to any broker.**

11. The short-listed bidders will be informed by the SBI for arranging site inspection of the offered premises and opening of Price Bid.

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

13. The detail of parameters and its weightage for technical score has been incorporated in Annexure-I. The selection of premises will be done based on techno commercial evaluation. 70% weightage will be given for technical parameters and 30% for price bid. The score finalized by Premises Selection Committee of SBI in respect of technical parameters will be final and binding to the applicant.

14. The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. All taxes and service charges shall be borne by the landlord. While renewing the lease, the effect of subsequent increase/decrease in taxes and service charges shall be taken into account for the purpose of fixing the rent.

    However, the landlord will be required to bill the concerned Branch Manager of SBI every month for the rent due to them indicating the service tax/GST component also in the bill separately. The bill also should contain the service tax registration number/GST 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 service tax/GST otherwise, the service tax/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 service tax/GST registration number of the landlord.

15. **Mode of measurement for premises will be as follows:**
Rentable area of the premises should be clearly mentioned as **carpet area** as per IS code 3861-2002 which could be always measured jointly by the Bank and the landlord.

Measurement of Basement / Mezzanine floor area (if any) shall be considered as under:
Floor to ceiling height
(i) Above 2.60 meter - 100% of Carpet up area
(ii) Above 2.1-meter up to 2.60 meter - 50% of Carpet up area
(iii) Below 2.1 meter - not to be considered.

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

16. 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**.**

17. The successful bidder/lessor should arrange to obtain the Authority license/ NOC/ approval for a) Commercial 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 development authorities after the completion of interior furniture work. The required additional electrical power load of approximately 25~35 KW/KVA 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, Earthing pits, V-SAT will also have to be provided within the compound by the bidders/lessor at no extra cost to the Bank.

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

19. Floor slab are to be suitably and adequately strengthened to take the additional load on account of cash bins, locker safes, cash safe and gold safes as per the advice of Structural Consultant hired by the bidder.

20. The bidder/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 that the interior furnishing work can commence in case of unfurnished premises.

21. 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 after

provision of fitment period as specified in the NIT. The lease agreement will include inter-alia, a suitable exit clause and provision of de-hiring of part/full premises.

22. 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.

23. Electricity charges and water charges will be borne by the Bank.

24. Waterproofing treatment to be done on the roof of the building as per the instructions of Bank.

25. All civil works such as ATM Room, Ladies/Gent's Toilet, record room, Pantry with all accessories and doors etc., as per Bank's requirements, cash room with cash room door and ventilator as per Bank's specifications, RCC locker room as per Bank's specifications (locker room door and ventilator shall be provided by the Bank in case of RCC strong room), Front facade including glass glazing and external ACP paneling as per Bank's design, Rolling shutter with Collapsible gate for entrance opening which are not to be closed with brick walls, collapsible grill door at entry, ramp with S.S (grade 304) railing for Divyang/senior citizens, double charged vitrified tile flooring, internal and external painting with acrylic emulsion paint, synthetic enamel paint on windows, safety grill etc as advised by the Bank directly or through Bank's appointed Architect, will be carried out by lessor at their own cost before handing over possession to the Bank. Lessor will submit approved plan, Commercial Activities permission, structural stability and soundness certificate before possession by the Bank.

26. Interior works like loose furniture, drywall partition system, cubicles, cabins, false ceiling, air conditioning, lighting fixtures, signage, and compactors for storage will be done by the Bank at its own cost as per requirement.

27. Corrigendum (if any) may be issued up to one (1) day before the last date submission on the Bank's website only. Hence, bidders are advised to visit Bank's website regularly till the last date of submission.

Place:

Date: Name & Signature of bidder/lessor with seal (if any)

Annexure 'A'

GENERAL SPECIFICATIONS FOR CONSTRUCTION/ADDITIONS/ALTERATIONS OF BRANCH BUILDING TO BE CARRIED BY OWNER ON HIS OWN EXPENSES AND BANK'S OTHER TERMS & CONDITIONS

1. Building will consist of R.C.C. framed structure with first class construction & all peripheral walls will be 230 mm thick. Building should have floor to ceiling height of approximately 3.66 m.
2. All partition walls will be 115 mm thick and will have two 6 mm steel reinforcement after every third course.
3. Floor finish of Banking hall/B.M cabin/toilets/canteen/locker/ system/conference shall be double charged vitrified tiles of approved shade & Kajaria/NITCO/Somany/HR Johnson make, duly covered with pop & polythene to avoid damage from interior works. The Open area will be of Kota stone/cement concrete paver blocks.
4. Wall finish – Internal - plastic emulsion paint of approved shade/make. External wall - water proof cement paint - apex or stone cladding or front structural glazing as per case.
5. M.S. Grill for windows - 16 mm square bars @ 76.2 mm c/c both ways with holdfast in the windows for air-conditioners/desert coolers/ventilation.
6. Main entry to have rolling shutter, collapsible gate & emergency exit will have collapsible gate & rolling shutter. Rolling shutters to be provided with central lock.
7. In toilets, pantry & drinking water, wall tiles of Kajaria/NITCO/Somany/HR Johnson make and approved shade up to 8 feet height will be fixed. All sanitary & C.P. Fittings will be of Jaquar/Hindware/Kohlar make as per Bank's approval. Pantry will have granite platform 2 feet wide with steel sink of Nirali/Jayna/Nilkanth make.
8. In case of non-currency chest branch, cash room will have 16 gaze iron collapsible door & double flanged iron sheet door (size - 4'x7').
9. In case of other doors, it shall have teakwood wooden frame (choukhat) with 38 mm block board shutter doors with Bank approved laminate on both sides.
10. 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.
11. All rooms are to be provided with suitable openings for ventilators/exhaust fans (12"x12").
12. For cash room (non-currency chest branch) it will be constructed with 230 mm thick brick walls duly plastered.
13. In case of non-currency chest branch, embedding of safe with RCC as per Bank's norms shall be done by the owner.
14. Owner shall engage qualified Architect / Structural Engineer for complete planning/supervision of construction and completion formalities.

15. Locker room specifications are as follows:

Walls, Floor & Roof	304.8 mm thick, M 20 grade reinforced cement concrete (RCC)
Reinforcement	12 mm diameter reinforcement at 150 mm centre to centre both ways and on both faces of the wall, floor & roof (staggered way)
Cover	40 mm duly finished with cement plaster
Fortification	Wherever it is not feasible to provide RCC slab as specified above, the ceiling should be fortified with MS grills consisting of 20 mm iron Square Bar rods spaced 75 mm centre to centre in MS angle framework embedded to the RCC wall.

16. Floor slab are to be suitably and adequately strengthened to take the additional load of cash bins, locker safes, cash safe and gold safes as per the advice of Structural Consultant hired by the owner.
17. ATM room, stationary, record room, pantry, toilets (gents & ladies), strong room or cash room, locker room, UPS room, ramp for physically challenged etc. to be constructed as per layout plan given by bank and expenditure in this regard will be borne by owner.
18. Periodical maintenance of building to be done by owner.
19. Followings to be furnished by owner through the architect engaged by them before possession of premises by Bank :

    a) Structural stability certificate of premises.
    b) Approved Layout Plan from Local Civil Authority for commercial use.
    c) Carpet area certificate.
    d) Occupation / Completion certificate as per plans/specifications
    e) “NOC” from civic authority for commercial use of premises.

20. Suitable place to be provided for display of Bank’s sign boards, hanging of outdoor unit of air-conditioners and installation of V-set/RF with monkey cage on roof top (free of cost).
21. Twenty-four (24) hours un-interrupted water supply arrangement to be made by way of dedicated overhead storage tank of 1000 liter capacity & requisite pump for lifting of water exclusively for Bank.

ANNEXURE – I
PREMISES REQUIRED ON LEASE
Parameters based on which technical score will be assigned
(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

S. No	Parameters	Actual Situation	Total Marks
1	Carpet area as per requirement	Required area in sqmt ± 5% : 10 Required area in sqmt ± 10% : 5 Required area in sqmt ± 25% : 2	10
2	Premises location	Commercial Market place on main road : 15 Commercial Market place on narrow approach road : 5 Partially commercial/residential on narrow approach road : 0	15
3	Premises on Ground Floor (GF) / Upper Floor	Ground Floor (GF) : 15 Upper Floor other than GF with Lift Facility : 7 Two immediate floor with internal stair + Lift Facility : 5 Floor other than GF without Lift Facility : 0	15
4	Frontage	Equal to or above 9.15 m : 10 Equal to or above 7 m but below 9.15 m : 7 Equal to or above 5 m but below 7 m : 5 Less than 5 m : 0	10
5	Exclusive parking for Bank (Allotted Parking)	1. 2 four wheeler + 6 two wheeler : 10 2. 1 four wheeler + 3 two wheeler : 05 3. No four wheeler + 2 two wheeler : 02 4. No Parking : 00	10
6	Surroundings of building	Adequate natural light and ventilation : 05 Average natural light and ventilation : 03 In-adequate natural light and ventilation : 00	5
7	Quality of construction, finishing, elevation etc.	1. Excellent : 10 2. Good: 07 3. Average : 04 4. Poor : 00	10
8	Ambience, convenience and suitability of premises as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	25
Total			100

Note: Premises Selection Committee's decision in this regard will be final.

Example for evaluation of proposals:

1. Each of the above parameters given marks.
Total Marks 100.
Three premises shortlisted – A, B, & C.
They get following marks
A-78, B-70, C-54

2. Convert them to percentiles
A: (78/78)*100=100 =100
B: (70/78)*100=100 =89.74
C: (54/78)*100=100 =69.23
Financial quotes for three premises are as follows:
A: Rs.300 per sqm for carpet area
B: Rs.250 per sqm for carpet area
C: Rs.210 per sqm for carpet area

3. As desired on is lowest, to work out percentile score, we will get
C: (210/210)*100 = 100
B: (210/250)*100 = 89.74
A: (210/300)*100 = 70

4. Technical score (percentile form)
A: (78/78)*100=100 =100
B: (70/78)*100=100 =89.74
C: (54/78)*100=100 =69.23

5. Financial score (percentile form)
A: (210/300)*100 = 70
B: (210/250)*100 = 89.74
C: (210/210)*100 = 100

6. If proportion of technical to financial score is specified to be 70:30, then final score will work out as follows:
A: (100*0.70) + (70*0.30) = 91
B: (89.74 * 0.70) + (84*0.30) = 88.02
C: (69.23*0.70) + (100*0.30) = 78.46

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

I. 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 doth 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 _____years commencing from _____with the absolute option to the Bank to renew the lease for further _____terms of _ years, 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 Lessers had been titled 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.

(v) 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.

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 at least 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.

(viii) 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) (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) (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.

(vii) 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 WHERE OF THE PARTIES hereto have executed these presents the day and year first above written.

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 1._____2. _____3. _____

Name:- 1. _____2. _____3. _____

Address: 1. _____2. _____3. _____

Signature:1. _____2. _____ 3. _____

DETAILS OF OFFER
OFFER SUBMITTED FOR LEASING OF PREMISES

With reference to your advertisement in the _____dated _____

We hereby offer the premises owned by us for housing your _____branch on lease basis.

A	**General Information**							
i	Name of the Building							
ii	Door No. / Building No.							
iii	Name of the Street							
iv	Name of the City							
v	Pin Code							
vi	Name of the owner							
vii	Address of the owner							
viii	Name of the contact person							
ix	Mobile no.							
x	E-mail address							
B	**Technical Information (Please √ at the appropriate option)**							
i	Building	Load bearing				Framed Structure		
ii	Building	Commercial		Residential		Institutional		Industrial
iii	No. of floors							
iv	Year of construction and age of the building							
C	**Details of Floor & area of the offered premises**							
	Level of Floor	**Carpet area (**as per IS code 3861-2002)						
i	Ground Floor							
ii	First Floor							
iii	Second Floor							
iv	And so on							
	Total Carpet Area							

Name & Signature of bidder/lessor with seal (if any)

D	**Status of Premises (Please√ at the appropriate option)**				
i	Building ready for occupation	Yes		No	
	If no, how much time will be required for occupation with end date				
D	**Amenities Available (Please√ at the appropriate option)**				
i	Details of Electric power supply	Yes		No	
	Sanctioned Load in KVA				
ii	Running Municipal Water Supply Available	Yes		No	
iii	Whether plans are approved by local authorities	Yes		No	
iv	Whether NOC from the department has been received	Yes		No	
v	Whether occupation certificate has been received	Yes		No	
vi	Whether direct access is available	Yes		No	
vii	Status of air conditioning	Air conditioned		Partly air conditioned	
viii	Whether lift facilities are available	Yes		No	
ix	Status of Parking to be offered exclusively to the Bank	No. of Car Parking		No. of Scooter Parking	

Note- The rentable area shall be in accordance with the one mentioned under clause 17 of Technical Bid.

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 our offer of premises is accepted.

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

Place:

Date: Name and signature of lessor with seal (if any)

(To be submitted in separate envelope superscribing Price Bid for premises for Hassanpur, Distt. Palwal Branch)

PRICE BID (COVER-B)

With reference to your advertisement in the _____dated _____and having studied and understood all terms and conditions stipulated in the advertisement, I/We, offer the premises owned by us for housing your branch/office at _____on lease basis on the following terms and conditions.

General Information:

1. **Location:**

i	Name of the Building	
ii	Door No. / Building No.	
iii	Name of the Street	
iv	Name of the City	
v	Pin Code	
vi	Name of the owner	
vii	Address of the owner	
viii	Name of the contact person	
ix	Mobile no.	
x	E-mail address	

2. **Rent:**

SN	Level of Floor	Carpet Area (sq.ft) As per Rera Norms	Rent per sq. ft. per month (Rs.)	Total rent per month of Carpet area (Rs.)
1	Rent for Initial 5 years per sq.ft. per month of Carpet area			
	Ground Floor			
	First Floor			
	Any other Floor			
	Total Rent			

2	Maintenance Charges if any for Initial 5 Years per sq.ft. per month of Carpet Area (applicable only for multi-storied complex building where common amenities are provided			
3	The Incremental Rate (Maximum 15 -25%) for the Rent from 6th Year to 10thYear (over and above the rate quoted in Sr.No. 1)		……%	
4	The Incremental Rate (Maximum 15 -25%) for the Maintenance from 6th Year to 10thYear (over and above the rate quoted in S.No.2)		……..……%	

NOTE:

1) Rent quoted remains unchanged for the period of first five years and increment in % as quoted above shall be applicable over & above, for next five years after the initial period of 5 years.

2) Maintenance Charges shall be applicable only to the multi-storied complex building with lift (if first Floor), common electricity and security / cleaning staff arrangements engaged by landlords where more number of tenants are occupied. Others such as offering for independent buildings need not quote.

3) If Maintenance Charges quoted for individual building or not quoted for complex, the same shall be treated as ‘0’ and will not be considered for evaluation and payment.

4) Tenders will be evaluated clubbing rent and maintenance charges (if applicable) for entire 10 years period and average rent per sq.ft. per month including maintenance charges shall be arrived for purpose of techno-commercial evaluation.

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

6) The rate quoted above is inclusive of vehicle parking charges, space for generator, V-SAT, earth pit, AC outdoor units etc. No separate charges will be paid for the same.

7) I/We agree to pay municipal taxes & charges, cess, water/drainage tax & charges and service charges.

8) The Maintenance Charges quoted above is inclusive of:

1. Common electricity charges viz. common areas lighting, driveway, Lift, Pump, etc.

2. AMC for LIFT (if in floors above ground floor)

3. Daily cleaning & upkeeping of the building.

4. Generator maintenance for common area/amenities

5. Maintenance of electrical substation, transformer etc. and liaison with electricity department.

6. Salary for security guards if any in case of common premises

7. Maintenance of sanitary, water supply, plumbing and firefighting equipment etc

8. If maintenance charges are not applicable, the rent quoted will be all or any of the above as applicable.

1. **Period of Lease and enhancement in Rent :**

Total period of lease will be 10 years. The rent will be applicable for initial 5 years with an enhancement in rent after 5 years

Enhancement in rent after 5 years: _____%

2. **Execution of Lease Deed :**

The lease deed will be registered for the total period of lease. Stamp duty and registration charges will be shared on 50:50 basis by the landlord and Bank. Other charges (if any) in this connection will be borne by the landlord. The service tax/GST, if levied on rent paid by us shall be reimbursed by the SBI to the landlord on production of receipt of such payment of tax to the Govt.

Declaration

We have studied all terms and conditions and accordingly submit this offer and will bide by the said terms and conditions in case our offer of premises is accepted. I/we agree to execute lease deed as per Bank's standard format. I/We agree to make alteration/modification/construct as per the specification of building given by the Bank.

Place: Signature of Owner/GPA Holder

Date: Name