

**NOTICE INVITING TENDER (NIT)**  
**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**  
**(A wholly owned subsidiary of SBI)**  
**CIRCLE OFFICE**

5<sup>th</sup> Floor, D-Block, State Bank of India, Local Head Office,  
11, Parliament Street, New Delhi -110001.

**PREMISES REQUIRED ON LEASE**

SBI Infra Management Solutions Pvt. Ltd. Invites offers on behalf of the State Bank of India from owners/Power of Attorney holders for premises on lease rental basis for Commercial / Office use.

Sl No.	Name of Branches	location	Approx. Built up area
1	Laxmi Nagar, Delhi (Shifting)	Main road of the market, with in 500 meter from existing branch	278 Sq Meter (3000 sqft)
2	Mayur Vihar, Phase III, Delhi (Shifting)	with in 500 meter from existing branch	230 Sq Meter (2500sqft)
3	Vasundhara Enclave, Delhi (New Branch)	Main road of the market	230 Sq Meter (2500sqft)
4	Hanuman Road, Shahdara, New Delhi (New Branch)	Main road of the market, with in one KM	230 Sq Meter (2500sqft)

with adequate open / covered parking space. The entire space should **preferably be on one single floor may be on Ground or 1<sup>st</sup> floor(preferably with lift facility)**. Premises should be ready for possession / occupation. The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from SBI website [www.sbi.co.in](http://www.sbi.co.in) & <https://bank.sbi> and to be submitted duly filled along with **processing fees of Rs. 5000/- (Rs. Five Thousand Only)** non-refundable in the form of DD/Bankers Cheque issued by any Nationalized/ Scheduled Bank drawn in favour of **SBI Infra Management Solutions Pvt. Ltd., Payable at Delhi** during office hours at SBI Infra Management Solutions Pvt. Ltd., Local Head Office, 5<sup>th</sup> Floor, D-Block, 11, Parliament Street, New Delhi -110001. Preference will be given to the premises owned by the Govt. departments/ public Sector Units/banks. The offers in a sealed cover complete in all respects should be submitted to above office on or before **4.00 pm on 14.12.2018**. The SBIIMS/SBI reserves the right to accept or reject any or all offers without assigning any reasons therefore. No Brokers please.

Sd/-

**Vice President (Civil)**

## **TECHNICAL BID (COVER-A)**

### **TERMS AND CONDITIONS**

#### **OFFER/LEASING OF OFFICE PREMISES**

This tender consists of two parts viz. the Technical Bid having terms and conditions, details of offer and the Price Bid. Duly signed and completed separate Technical and Price Bids are to be submitted for each proposal using Xerox copies in case of multiple offers. A Bank Draft/ Banker Cheque of Rs. 5,000/- (Non-refundable) favouring SBI Infra Management Solutions Pvt Ltd, payable at Delhi should be enclosed with each Technical Bid as tender processing fee. Bid without accompanying the tender processing fee bid will not be considered. The Technical Bid and Price Bid for the proposal should be enclosed in separate sealed envelopes and these two envelopes be placed in **a single cover superscribing “Tender for leasing of Office/Branch premises of ----- branch (New/Alternate premises)” to The Vice President, SBI Infra Management Solutions Pvt Ltd (SBIIMS), Delhi Circle Office, 5<sup>th</sup> Floor, D-Block, State Bank of India, Local Head Office, 11, Sansad Marg, New Delhi – 110001 on or before 4:00 PM on 14.12.2018.**

Important points of Parameters -

1	Built up Area	Approximately as mentioned above Preferably at Ground Floor.
2	Covered Parking Space	<b>Dedicated parking space</b> minimum for 2 four wheelers and 6 two wheelers for staff.
3	Open parking area	Sufficient open parking area for customers.
4	Amenities	24 hours water facility, Generator power back up, Electricity etc.
5	Possession	Ready possession / occupation
6	Premises under construction	Will not be considered.
7	Desired location	<b>Laxmi Nagar, Delhi and Mayur Vihar, Phase III, Delhi: Within 500 Meter from existing branch.</b> <b>Vasundhara Enclacve, Delhi :</b> Main road of the market. <b>Hanuman Road, Shahdara, New</b>

		<b>Delhi: Main road of the market within one KM</b>
8	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority (ii) Single floor (iii) Govt. Departments / PSU / Banks
9	Unfurnished premises	May be considered and Bank will get the interior and furnishing work as per requirement.
10	Initial period of lease	5 + 5 years with an option to renew for a further period of 5 years.
11	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price bids
12	Validity of offer	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	1 month (period for which rent will not be paid after taking possession)

## **TERMS AND CONDITIONS**

1.1 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 SBIIMS/SBI for the purpose, and the stamp duty and **registration charges of the lease deed will be shared equally (50:50) by the lessors and the Bank**. The initial period of lease will be 5 years and will be further renewed for 5 years (viz. **total lease period 10 years**) with requisite **exit clause** to facilitate full / part de-hiring of space by the Bank only during the pendency of the lease. As regards **increase or decrease in rents** payable, increase in rent if any shall be **subject to market conditions & 15% to 25% (Negotiable) after initial term of 5 years is completed. After 10 years, rent can be negotiated** and finalized with mutual agreement so that new lease can be executed for further term of 5 years.

1.2 **Tender** document **received** by the SBIIMS **after** due date and time i.e. **14.12.2018 after 4:00 pm shall be rejected**.

1.3 The bidders/lessors are requested to submit the **tender documents in separate envelope** super-scribed on top of the envelope as Technical or commercial as the case may be (**TECHNICAL BID AND PRICE BID**) duly filled in with relevant documents/information at the following address:

**The Vice President (Civil),  
SBI Infra Management Solutions Pvt Ltd  
Delhi Circle Office, 5<sup>th</sup> Floor, D-Block,  
State Bank of India,  
Local Head Office, 11, Sansad Marg,  
New Delhi - 110001**

1.4 All columns of the tender documents must duly fill in and no column should be left blank. All pages of the tender documents (Technical and Price Bid) are to be signed by the authorized signatory of the tenderer. Any over-

writing or use of white ink is to be duly initialed by the tenderer. The SBIIMS/SBI reserves the right to reject the incomplete tenders.

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

1.6 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 i.e. **14.12.2018**.

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

1.8 The **Technical Bid** will be **opened** in the presence of tenderers who choose to be present at SBI Infra Management Solutions Pvt Ltd, Delhi Circle Office, 5th Floor, State Bank of India, Local Head Office, 11, Sansad Marg, New Delhi - 110001. All tenderers are advised in their own interest to be present on that date at the specified time.

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

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

1.11 The short listed lessors will be informed by the SBIIMS/SBI for arranging site inspection of the offered premises.

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

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

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

1.14a The details of parameters and its weightage for technical score has

been incorporated in Annexure I. The selection of premises will be done on the basis of **techno commercial evaluation**. **70%** weightage will be given for **technical** parameters and **30%** for **price bid**. The score finalized by Committee of the SBI/MS/SBI in respect of technical parameters will be final and binding to the applicant.

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

However, **the landlord will be required to bill the concerned Branch Manager, 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.

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

Rentable area of the premises should be clearly mentioned as **built up area** as per IS code 3861-2002 which could be always measured jointly by the Bank and the landlord.

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

1.18 The **successful bidder/lessor should arrange to obtain the municipal license/ NOC/ approval for a) Banking activities in the premises and b) Layouts etc from Local Civic Authority/collector/town planning etc. for carrying out the interior furnishing of the premises by the Bank**. Bidder/Lessor should also obtain the **completion certificate** from Municipal authorities after the **completion of interior furniture work**. The required **additional electrical power load of approximately 40 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, Earth stations, V-SAT, etc will also have to be provided within the compound by the bidders/lessor at no extra cost to the Bank.

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

1.20 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 the interior renovation work can commence, in case of unfurnished premises.

1.21 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. The lease agreement will include inter-alia, a suitable exit clause and provision of de-hiring of part/full premises.

1.22 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.

1.23 Electricity charges will be borne by the Bank on actual consumption unit basis but water supply should be maintained by the Landlord/owner within the rent.

1.24 All civil works such as ATM Rooms, Toilets, Store room, Pantry with all accessories and doors etc. as per Bank's requirements, cash room with cash room door and ventilation as per Bank's specifications, RCC locker room as per Bank's specifications(locker room door and ventilator shall be provided by the Bank), Front facade including glass glazing external ACP panelling as per Bank's design, Rolling shutter with toughened fixed glass and glass door at outside opening which are not to be closed with brick walls, collapsible grill door at entry, ramp with S.S(grade 304) railing for disabled/old people, vitrified

tile flooring, inside and outside painting with acrylic emulsion paint/synthetic enamel paint etc., windows, safety grill etc as advised by the Bank directly or through Bank's appointed Architect will be carried out by landlords' at their own cost before handing over possession to the Bank, Landlords will submit approved plan, Competent Authority permission, structural stability and soundness certificate before possession by the Bank.

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

1.26 The lease will be executed as per bank's standard lease deed format.

1.27 Works as per attached scope of work (Annexure- II) will be done by the successful L-1 bidder at his own cost.

Place and Date:

Name & Signature of bidder/lessor with  
seal if any Seal and Seal of applicant



## **DETAILS OF OFFER**

### **OFFER SUBMITTED FOR LEASING PREMISES**

**(If anybody willing to offer for both the Premises, separate application to be submitted for each site)**

With reference to your advertisement in the \_\_\_\_\_ dated \_\_\_\_\_

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

1. \_\_\_\_\_

2. \_\_\_\_\_ (Please tick ✓ which is applicable)

### **General Information:**

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

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

### **Technical Information (Please ✓ at the appropriate option)**

a. Building - Load bearing \_\_\_\_\_ Frame Structure

b. Building – Residential \_\_\_\_\_ Institutional \_\_\_\_\_ Industrial \_\_\_\_\_  
Commercial

c. No. of floors

d. Year of construction and age of the building

e. Floor of the offered premises

Level of Floor	Built up area as per IS code 3861-2002
Ground Floor	
First Floor	
Second Floor	
And so on	
Total Built Area	

Note- The rentable area shall be in accordance with the one mentioned under clause/para 1.16 of Technical Bid.

Building ready for occupation - Yes/No

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

Amenities available

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

Running Municipal Water Supply Yes/No

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

Whether NOC from the department has been received Yes/No

Whether occupation certificate has been received  
Enclose copy Yes/No

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

Whether fully air conditioned or partly air conditioned Yes/No

Whether lift facilities are available Yes/No

No. of car parking/scooter parking which can be offered  
exclusively to the Bank. Yes/No

### **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 agreed to construct/ addition/ alteration i.e. locker room, cash safe room, record room, toilets (Ladies and Gents) 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

**PRICE BID (COVER-B)**

(TO BE SUBMITTED IN A SEPARATE SEALED ENVELOPE)

**SBI Infra Management Solutions Pvt. Ltd.**

**Delhi Circle Office,**

**5<sup>th</sup> Floor, D-Block,**

**State Bank of India, Local Head Office,**

**11, Sansad Marg, New Delhi - 110001**

With reference to your advertisement in the \_\_\_\_\_ dated \_\_/\_\_/2018 and having studied and understood all terms and conditions stipulated in the newspapers advertisement and in the technical bid, I/We offer the premises owned by us for housing your branch/office at \_\_\_\_\_

(Please tick ☒ which is applicable) on lease basis on the following terms and conditions (If anybody willing to offer for more than one Premises, separate application to be submitted for each site):

**General Information:**

**Location:**

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

**Rent:**

Level of Floor	Built up Area (sq.ft) As per IS code 3861-1975	Rent per sq. ft. per month (Rs.)	Total rent per month of floor area (Rs.)

Ground Floor			
First Floor			
Second Floor			
And so on			
Maintenance charge P.M if any			
Total Rent			

Rent, if any, for covered / open Car Parking Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only)

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

### **Declaration**

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

Place:

Date:

Name & Signature of bidder/lessor with seal if any

**ANNEXURE – I**  
**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**  
**(A wholly owned subsidiary of SBI)**  
**CIRCLE OFFICE**  
**5<sup>th</sup> Floor, D-Block, State Bank of India, Local Head Office,**  
**11, Parliament Street, New Delhi -110001**

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

S. No	Parameters	Actual Situation	Total Marks	Marks Obtained
1	Builtup area as per requirement	Required area in sqmt $\pm$ 5% : 10 Required area in sqmt $\pm$ 10% : 5	10	
2	Premises location	On main road junction : 10 On main road : 7 Inner side from Main road : 5	10	
3	Premises on ground floor / 1 <sup>st</sup> floor	On ground floor : 15 GF + immediate Upper floor with internal lift + stair : 10 GF + Immediate Upper Floor with internal stair : 05	15	
4	Frontage	$\geq$ 40 feet = 10 $\geq$ 30 feet = 07 $\geq$ 20 feet = 05	10	
5	Covered/Built up exclusive parking for SBI (Alloted Parking)	1. 2 four wheeler + 08 two wheeler : 10 2. 2 four wheeler + 3 two wheeler : 07 3. 1 four wheeler + 5 two wheeler : 05 4. 0 four wheeler + 5 two wheeler : 02 5. No parking : 00	10	
6	Surrounding of building	Adequate natural light and ventilation : 05 In-adequate natural light and	5	

		ventilation : 00		
7	Quality of construction, finishing etc.	1. Excellent : 10 2. Good: 07 3. Average : 05 4. Poor : 02	10	
8	Ambiance, convenience and suitability of premises as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	20	
	Total		100	

Signature and Seal of applicant

### **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 floor area

B: Rs.250 per sqm for floor area

C: Rs.210 per sqm for floor 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:  $(100*0.70) + (70*0.30) = 91$  Rank-1

B:  $(89.74 * 0.70) + (84*0.30) = 88.02$  Rank-2

C:  $(69.23*0.70) + (100*0.30) = 78.46$  Rank-3

Successful Rank-1 bidder as shown above will be called for further negotiations by bank.



**ANNEXURE – II**  
**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**  
**(A wholly owned subsidiary of SBI)**  
**CIRCLE OFFICE**  
**5<sup>th</sup> Floor, D-Block, State Bank of India, Local Head Office,**  
**11, Parliament Street, New Delhi -110001**

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

**A) SPECIFICATIONS:**

1. BUILDING WILL CONSIST OF R.C.C. FRAMED STRUCTURE WITH FIRST CLASS CONSTRUCTION & ALL PERIPHERAL WALLS WILL BE 23 CM. THICK.
2. ALL PARTITION WALLS WILL BE 11.5 CM. THICK AND WILL HAVE 6MM STEEL @ THIRD COURSE.
3. FLOOR FINISH-
  - a) BANKING HALL / B.M.'S ROOM / TOILETS / CANTEEN / LOCKER / SYSTEM/CONFERENCE-VITRIFIED TILES/GRANITE OF APPROVED SHADE, DULY COVERED WITH POP & POLYTHENE TO AVOID DAMAGE FROM INTERIOR WORKS.
  - b) INSIDE OTHER ROOMS-VITRIFIED TILES.
  - c) OPEN AREA-KOTA STONE/CEMENT CONCRETE PAVERS.
4. WALL FINISH-
  - a) INTERNAL-PLASTIC EMULSION/OIL BOUND DISTEMPER /ENAMEL PAINT OF APPROVED SHADE / MAKE.
  - b) EXTERNAL--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 @ 7.62 CM. C/C BOTH WAYS IN FRAME WITH OPENABLE WINDOW FOR AIR-CONDITIONERS/DESRT COOLERS.
6. MAIN ENTRY TO HAVE ROLLING SHUTTER, COLLAPSIBLE GATE & EXIT WILL HAVE COLLAPSIBLE GATE & ROLLING SHUTTER.
7. BUILDING SHOULD HAVE FLOOR TO CEILING HEIGHT APRX-3.10 M.
8. IN TOILETS, PANTRY & DRINKING WATER AREA WALL TILES OF APPROVED MAKE / SHADE UPTO FULL HEIGHT WILL BE FIXED.
9. ALL SANITARY & C.P. FITTINGS WILL BE OF APPROVED MAKE AS PER BANK'S APPROVAL.
10. IN CASE OF NON-CURRENCY CHEST BRANCH, CASH AND LOCKER ROOM WILL HAVE IRON COLLAPSIBLE DOOR & DOUBLE FLANGED IRON SHEET DOOR (SIZE-4'X7').
11. IN CASE OF OTHER DOORS, IT SHALL HAVE WOODEN CHOUKHATS WITH 38 MM BLOCK BOARD SHUTTER DOORS WITH APPROVED LAMINATED BOTH SIDE.
12. 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.

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**SIGNATURE OF OWNER OF BUILDING**  
(IN TOKEN OF ACCEPTANCE OF ABOVE)

13. ALL ROOMS ARE TO BE PROVIDED WITH SUITABLE OPENINGS FOR VENTILATORS/EXHAUST FANS (12"x12").
14. FOR CURRENCY CHEST BRANCH, STRONG ROOM SPECIFICATIONS WILL BE "AA" CATEGORY OF RBI SPECIFICATION .
15. FOR CASH ROOM (NON-CURRENCY CHEST BRANCH) IT WILL BE CONSTRUCTED WITH 9 INCHES THICK BRICK WALLS, DULY PLASTERED.
16. PANTRY WILL HAVE GRANITE TOP PLATFORM 2 FEET WIDE WITH STEEL SINK.
17. ELECTRICAL WIRING AND FIXTURES TO BE PROVIDED AS PER BANK'S ELECTRICAL ENGINEER DIRECTION.
18. IN CASE OF NON-CURRENCY CHEST BRANCH , SAFE WILL BE EMBEDDED WITH RCC IN CASH ROOM.
19. LOCKER ROOM SPECIFICATIONS ARE AS FOLLOW-
  - a) WALLS:  
304.8 MM THICK R.C.C. (1:2:4)  
REINFORCEMENT-
    - 12 MM DIA. TOR STEEL @ 152.4 MM C/C PLACED BOTHWAYS IN TWO LAYERS (STAGGERED WAY), SIDE COVERS- 40 MM, DULY FINISHED WITH CEMENT PLASTER.
    - OPENINGS TO BE LEFT FOR SECURITY TYPE VENTILATORS / DOORS.
  - b) ROOF: SAME AS WALL
  - c) FLOOR: 203.2 MM THICK R.C.C.(1:2:4)  
WITH PROPER BEDDING AND SUITABLE FLOOR FINISH REINFORCEMENT- SAME AS OF WALL.

NOTE: \* PATROLLING CORRIDOR TO BE LEFT ON SIDES OF STRONG ROOM.

A VOID TO BE LEFT ON TOP OF ROOF OR BOTTOM FLOOR, IF UPPER OR LOWER FLOOR IS NOT WITH BANK WHERE IT IS NOT FEASIBLE TO PROVIDE RCC SLAB AS SPECIFIED, THE CEILING MAY BE FORTIFIED WITH MS GRILLS CONSISTING OF 20 MM IRON RODS SPACED 75 MM CENTRE TO CENTRE IN ANGLE IRON FRAME WORK.

ABOVE SPECIFICATIONS ARE SUBJECT TO VARY AS PER ACTUAL SITE CONDITION & AS PER RECOMMENDATION OF BANK'S CIVIL ENGINEER.

**B) TERMS & CONDITIONS:**

1. OWNER SHALL ENGAGE QUALIFIED ARCHITECT/ENGINEER FOR COMPLETE PLANNING/SUPERVISION OF CONSTRUCTION ETC.
2. ATM ROOM, STATIONARY, RECORD ROOM, PANTRY, TOILETS (GENTS & LADIES), STRONG ROOM OR CASH ROOM, LOCKER ROOM, RAMP FOR PHYSICALLY CHALLENGED ETC. TO BE CONSTRUCTED AS PER LAYOUT PLAN APPROVED BY BANK AND EXPENDITURE IN THIS REGARD WILL BE BORN BY OWNER. FLOORS ARE TO BE STRUCTURALLY STRENGTHENED TO SUSTAIN ADDITIONAL LIVE LOAD OF APPROX. 15-20 TON ON ACCOUNT OF LOCKERS /CASH SAFES .
3. STAMP DUTY EXPENSES TO BE SHARED EQUALLY @ 50:50 BASIS BY BANK & OWNER.
4. RENT WILL BE BASED ON ACTUAL BUILT UP AREA (AS PER IS CODE 3861:2002) TO BE MEASURED JOINTLY AFTER COMPLETION OF CIVIL WORKS.

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**SIGNATURE OF OWNER OF BUILDING**  
(IN TOKEN OF ACCEPTANCE OF ABOVE)

5. TITLE / OWNER SHIP PROOF SHOULD BE CLEAR & LEASE WILL BE EXECUTED AS PER BANK'S STANDARD FORMAT (SAMPLE ENCLOSED).
6. POSSESSION OF PREMISES WILL BE TAKEN AFTER COMPLETION OF ALL WORKS AS PER LAYOUT PLAN/AS PER SPECIFICATIONS ENUMERATED, AFTER PRODUCTION OF "NOC" FROM COMPETENT AUTHORITY, ALL CERTIFICATES FROM ARCHITECTS ETC. AS MENTIONED BELOW.
7. ALL TAXES & SERVICE CHARGES EXCEPT SERVICE TAX TO BE BORN BY OWNER. SERVICE TAX IF APPLICABLE WILL BE REIMBURSED BY BANK ON PRODUCTION OF CHALLAN.
8. OWNER WILL ARRANGE REQUIRED ELECTRICAL LOAD FROM ELECTRICITY AUTHORITY
9. PERIODICAL MAINTENANCE OF BUILDING TO BE DONE BY OWNER.
10. FOLLOWINGS TO BE FURNISHED BY OWNER THROUGH ARCHITECT ENGAGED BY THEM, BEFORE POSSESSION OF PREMISES IS TAKEN BY BANK-
  - a) STRUCTURAL SUITABILITY CERTIFICATE OF PREMISES.
  - b) BUILT UP AREA CERTIFICATE.
  - c) COMPLETION CERTIFICATE AS PER PLANS/SPECIFICATIONS PROVIDED BY BANK.
  - d) "NOC" FROM CIVIC AUTHORITY FOR COMMERCIAL USE OF PREMISES.
11. SUITABLE SPACE TO BE PROVIDED FOR STAFF PARKING & GENERATOR SET (NO RENT WILL BE GIVEN BY BANK FOR THIS AREA). GENERATOR SET WILL NOT BE PLACED ON BRANCH FRONT.
12. SUITABLE PLACE TO BE PROVIDED FOR DISPLAY OF BANK'S SIGN BOARDS, HANGING OF OUTDOOR UNIT OF AIR-CONDITIONERS AND V-SET WITH MONKEYCAGE ON ROOF TOP (NO RENT FOR THIS FACILITY).
13. TWENTY -FOUR HOURS UN-INTERRUPTED WATER SUPPLY ARRANGEMENT TO BE MADE BY WAY OF UNDERGROUND / OVERHEAD TANK & SUBMERSIBLE PUMP EXCLUSIVELY FOR BANK.
14. BUILDING PLANS TO BE GOT CLEARED FROM LOCAL CIVIC AUTHORITY FOR BANK'S COMMERCIAL USE, IN CASE OF NEW CONSTRUCTION.
15. BANK WILL HAVE SEPARATE & EXCLUSIVE ACCESS TO BRANCH FROM MAIN ROAD.

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**SIGNATURE OF OWNER OF BUILDING**  
(IN TOKEN OF ACCEPTANCE OF ABOVE)