



STATE BANK OF INDIA
LOCAL HEAD OFFICE
HUMAN RESOURCES DEPARTMENT
BHADRA, AHMEDABAD – 380 001

The State Bank of India, Human Resources (HR) Department, Local Head Office, Bhadra Ahmedabad invites offers for Bank's Holiday Home at Somnath, from Owners of the reputed Hotel /Premises situated at Somnath, who are in position to lease out 4 rooms, along with necessary hospitality services in their Hotel /Premises for exclusive use of SBI, as detailed in Tender document. Intending offerers shall visit SBI's website (www.statebankofindia.com & www.sbi.co.in) for download of Tender Documents and perusal of terms and conditions of Tender and submit their offers in 2 separate sealed covers superscribed **"A - Technical Bid and B - Price Bid for Holiday Home At Somnath"**.

The intending offerers shall submit bids, complete in all respect as per Tender Document, to Asst. General Manager (HR) so as to reach the above address latest by **11.06.2019 (5.00 pm)** by post/courier/hand delivery. The hotel/premises meeting parameters/ criteria specified in the Technical Bid will only be considered.

The Bank reserves the right to reject or accept any offer without assigning reasons thereof.

Signature of Owner(s)

Signature of Offerer(s)

STATE BANK OF INDIA
HR DEPARTMENT, LOCAL HEAD OFFICE
AHMEDABAD

OFFERS SUBMITTED FOR HOLIDAY HOME

Technical Bid (with Annexure – I)

- To be submitted with non refundable tender fee of ₹1,000.00 (Rupees One Thousand Only) by way of Demand Draft favoring 'State Bank of India'.
- (Please submit Price Bid in separate cover marked – 'B')

With reference to your advertisement in theNewspaper dated.....on your Bank's website, I/We hereby offer the air-conditioned 4 rooms including two VIP Rooms/suits of Hotel /Premises, owned by me / us for use of SBI Holiday Home at Somnath on lease basis:

General Information:

Location:

- (a) Name of the building/Hotel /Premises:
- (b) House/Survey No.:
- (c) Name of the street:
- (d) Name of the city & Pin code:

Distance from

- a) Nearest Bus stand Kms.
- b) Nearest Railway Station : _____
- c) Nearest Airport Kms.
- c) Nearest Main Market Kms.

Name of the owner/s: 1)
2)
3)

Constitution of Owner

(Company/Partnership/HUF/Proprietor etc):

Technical Information:

- a) Type of Building : Residential/Institutional/Industrial:
- b) Building - Load Bearing
- c) Frame Structure
- d) Age of Building : _____ Years
- e) No. of Floors:
- f) No. of Rooms _____
- g) Area of parking offered: _____
- h) Offered : on floor(s)

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Size of Room(s):

- a) AC VIP Room/Suit ____ ft. X ____ ft. with attached toilet and bathroom of ____ ft. X ____ ft.
- b) General Room ____ ft. X ____ ft. with attached toilet and bathroom of ____ ft. X ____ ft.

Amenities available :

- a) Uninterrupted Electric power supply available– Yes / No
- b) Whether generator available - Yes / No
- c) 24 hrs Running water (hot & normal) supply available – Yes / No
- d) Whether occupation certificate (BU) is available – Yes / No
- e) Whether direct access is available from the main road – Yes / No
- f) Whether emergency exit is available: Yes / No
- g) Whether lift facilities are available - Yes / No
- h) Whether in-house Restaurant available – Yes / No
- i) Area of parking - _____ sq. ft.
- j) Whether reading room is available: Yes / No
- k) Whether sports room is available: Yes / No
- l) Whether driver accommodation is available: Yes / No
- m) Whether plan is approved by Local Authority
- n) Whether NOC from concerned department obtained: Yes/ No.
- o) Whether fully air-conditioned: Yes / No

We confirm that the facilities and the terms and conditions mentioned in Annexure 'I' forming part of Cover 'A' are available in our offered premises.

Enclosure :- (Attested copies of the following are enclosed)

- 1) Floor plan of premises
- 2) Evidence of ownership
- 3) Occupation certificate
- 4) Receipt of last tax paid to Local Authority

We have read and understood the enclosed terms and conditions and submitted duly accepted and signed.

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TO BE ATTACHED WITH COVER 'A' DULY SIGNED

ANNEXURE – I

The selection of premises will be done on the basis of **techno commercial evaluation**. **60%** weightage will be given for **technical** parameters and **40%** for **price bid**. The score finalized by Committee of the Bank in respect of technical parameters will be final and binding to the applicant. The Bank may negotiate the rent with L1 bidder.

OTHER TERMS AND CONDITIONS

The details of Hotel /Premises/facilities to be provided in all rooms are as under:-

- i) Hotel /Premises (Located in proximity from Bus Stand, Railway Station and Airport with parking facility)
 - (ii) Preferably ground floor or on the first floor - 2 well furnished rooms with attached toilet with minimum room size of 120 sq.ft attached toilet (min. 30 sq. ft.) and 2 VIP Suits /Rooms
 - (iii) Having uninterrupted power supply and adequate round the clock hot and cold water supply ;
 - (iv) On per day, per room basis rental (inclusive of management contract, hospitality, water, electricity charges and all taxes, except GST). In-house restaurant facility would be preferred.
- 2) The Hotel /Premises shall provide the following furniture/amenities items in the room:-
- a. One double bed with branded double bed mattresses, two pillows and two blankets. 8 extra sets of mattresses, pillows and blankets to be kept ready for supplying to Bank's staff members on request without any extra charge.
 - b. Two sofa chairs in VIP room/Suit. Two branded chairs each in other rooms.
 - c. One centre teapoy 3'x1'.6".
 - d. One Brand new 32 cm color LED T.V. with remote and cable TV connection in each room (cable charges to be borne by the Hotel /Premises).
 - e. One dressing table (with mirror and puffy).
 - f. One telephone with telephone stand (Call charges to be borne by occupier).
 - g. 2 small side tables and one writing table.
 - h. 1 wardrobe with six hangers, naphthalene balls.
 - i. Geyser - electrical /Solar, one bathing stool, two buckets with water mugs in each bathroom.
 - j. One European type WC, One wash basin with mirror, exhaust fan, towel rod/stand, soap tray and shower etc. in each bathroom.
 - k. One thermic jug for drinking water with two glasses.
 - l. Minimum one fan, one/two tube light/LED/CFL Lamps, one bulb and night lamp in each room.
 - m. All windows to have curtains.
 - n. Good quality door mats at the entrance door and toilet door.

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- o. Flooring should be of vitrified tiles or covered by good quality carpet.
 - p. Doors and windows to be covered with mosquito nets.
 - q. Paintings are to be carried out in each room before possession and the paint is applied every year to maintain the quality.
 - r. The following additional items to be provided in VIP Room/Sui;
 - i) One 85 liter refrigerator.
 - ii) One writing table with chair and table lamp.
 - iii) Emergency light.
- 3) It is to be ensured that all rooms, furniture and fixtures are neatly polished and maintained in perfect condition and replaced as and when required, without any extra charge to the Bank. The decision of the Bank for replacement, repair shall be final and binding upon the lessor.
 - 4) Two bath soaps, shampoo sachets, of standard make to be supplied daily and two fresh bath towels and face towels to be supplied daily. The bed sheets and pillow covers to be changed on a daily basis. Rooms should be cleaned daily and mopped at least twice a day. The rooms should be kept in a neat and tidy condition. Mosquito pills/All Out / Good Night etc. shall be provided at the cost of Hotel /Premises.
 - 5) The Hotel / Premises shall provide potable water for drinking purposes, purified by filtered by branded purifier/RO system, to be supplied in each room.
 - 6) The Hotel /Premises shall make an arrangement to give 24 hours room attendant and room service.
 - 7) Deduction of taxes at source as applicable from time to time would be effected as per the provisions of Income Tax Act. Other legal/ tax provisions would be meticulously followed.

1) General Terms and conditions:

- a) The Bank shall pay rental per day, per room on actual basis every month inclusive of all taxes, service charges, electricity charges, maintenance charges, etc. Bank's liability in any case shall not exceed the actual rental arrived as per the calculation above. The catering charges/ Restaurant charges/Transportation charges, if any, shall be borne by the concerned occupants.
- b) Hotel /Premises would be required to enter into agreement.
- c) Stamp duty and registration charges on execution of lease deed shall be shared equally by lessors and the Bank.
- d) The lease shall be for an initial period of 5 years with an option in Bank's favour for renewing the lease for a further period of 5 years with a condition that the increase in rent shall not exceed 15% at the end of 5 years. The Bank can vacate the lease premises at any time during currency of agreement by giving

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three (3) months notice, which option shall be in favor of Bank. The Bank will have the option to terminate the agreement during the currency of the lease after giving 3 months' notice to the lessor on his last known address. Similarly the landlord/ lessor will also have the option to terminate the agreement during the currency of lease after giving 3 months' notice to the Bank/ lessee at HR Department, Local Head Office, Ahmedabad.

- e) The rooms identified/leased with the Bank shall be kept reserved exclusively for use of the Bank. The allotment procedure shall be advised to you separately. However, please note that the rooms leased to the Bank shall not be allotted to any other guest even if they are totally vacant.
- f) The indication of Bank's Holiday Home shall be prominently displayed in the Hotel /Premises/ Premises. Bank's symbol shall be pasted on outer doors of rooms which are meant for State Bank Holiday Home. Suitable indication shall also be made on Reception counter/ entrance about Room Nos. which are meant for State Bank Holiday Home.
- g) Proper record of our guests shall be maintained by you as per instructions issued by the Bank from time to time. The prescribed charges shall be recovered from the guest, as advised from time to time against receipt to be issued by you. The charges so recovered shall be deposited at our _____ branch by you.
- h) Our officials shall inspect the rooms under lease at any time, without notice to ensure misuse as also to ensure the quality of maintenance of room. The suggestions, if any, shall be implemented immediately.
- i) In case of any Government institutions/ laws/ natural calamities, the activity cannot be continued, in such circumstances, Bank will pay the proportionate rent and the contract will be terminated.
- j) The minimum rooms required are 4 Rooms (2 General Rooms + 2 VIP Suits/Rooms).

PAYMENT TERMS

- i) Bank will pay rental per day, per room on actual basis every month. The owner will have to raise invoice with the contracted amount and with GST Amount.
- ii) However, proof of payment of GST is to be enclosed with the Invoice.
- iii) Bank shall pay the eligible amount as per the claim made by the owner after deducting TDS at applicable rates.
- iv) The invoice from the owner should contain valid PAN number and respective GST Registration No.

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PRICE BID

(Please submit Technical Bid in separate cover marked – ‘A’)

With reference to your advertisement in the Newspaper dated...../your Bank's website, We/I offer the premises owned by me/us for housing SBI Holiday Home of _____ on lease basis. We have furnished the details in Technical Bid in Cover 'A' and we agree to provide the facilities mentioned in Annexure – I and also abide by terms and conditions stated therein. We, therefore, submit our price bid as under:

General Information:

1 Location:

- (a) Name of the building:
- (b) Survey No. :
- (c) Name of the street :
- (d) Name of the city with pin code :

2 Name and Contact No. of Owner/s : 1.
2.
3.

3. Rate (Rent) per day / per room:

- | | | | | |
|----------------------|---|-----|-------|----------|
| a) For General Room | : | Rs. | _____ | per room |
| b) For VIP Suit/Room | : | Rs. | _____ | per room |
| Total | : | Rs. | _____ | |

Please note that Municipal taxes/Cess/Service Charges to be borne by the landlord.

4. Note: The floor area is the covered area excluding the following:

- a. Walls
- b. Columns
- c. Balconies
- d. Portico/Canopy
- e. Staircase
- f. Loft
- g. Sanitary Shaft
- h. Lift well
- i. Space below the window sill
- j. Box Louvre
- k. A C Duct

Signature of Owner(s)

Signature of Offerer(s)