



STATE BANK OF INDIA  
REGIONAL MANAGER, RBO-5,  
MASULIPATNAM, ANDHRA PRADESH 521 001  
Phone: 08672254215

**REQUIREMENT OF PREMISES**

SBI invites offers for leasing of premises for shifting of **BANTUMILLI ROAD BRANCH , GUDI-VADA, KRISHNA DISTRICT, AP.** The premises should have about 2000 Sq. ft. Carpet area with good frontage, adequate parking space for vehicles with all amenities.

Interested parties may download the proforma for Technical & Price bids from SBI website <[www.sbi.co.in](http://www.sbi.co.in)> under the head, “**Procurement News**” and submit the same in separate sealed covers superscribed “**Technical Bid**” and “**Price Bid**” with name and address of the tenderers on or before **15.00 HRS on 28th OCTOBER 2019.** **The tenders shall be opened at 16.00 hrs on 28th OCTOBER 2019 at above mentioned address. We request all the tenderers to be present at the time of opening the technical bids.**

Bank reserves the right to reject any/all offer(s) without assigning any reasons thereof.

Regional Manager,  
STATE BANK OF INDIA,  
RBO -5, MASULIPATNAM



**STATE BANK OF INDIA  
REGIONAL MANAGER  
RBO-5, MASULIPATNAM,  
ANDHRA PRADESH**

**PREMISES REQUIRED ON LEASE**

**Offer of new Premises at BANTUMILLI ROAD BRANCH, GUDIVADA, KRISHNA DISTRICT, AP.**

This tender consists of two parts viz. the Technical Bid consisting of terms and conditions and the Price Bid. Technical and Price Bids are to be submitted separately for each proposal using photocopies in case of multiple offers. The Technical Bid and Price Bid for the proposal should be submitted in separate sealed envelopes and these two envelopes are to be placed in a single cover super scribing "Tender for leasing of premises to **BANTUMILLI ROAD BRANCH , GUDIVADA, KRISHNA DISTRICT, AP**

**TERMS & CONDITIONS:**

- 1.The successful vendor should have clear & absolute title to the premises and furnish legal title report from the Bank's empanelled advocate at his own cost. The successful vendor will have to execute the lease deed as per the standard terms and conditions finalized by the Bank for the purpose format enclosed. The stamp duty and registration charges of the lease deed will be shared equally (50:50) by the lessor (s) and the Bank. As regards to increase in the rent payable, increase in rent if any shall be subject to a maximum ceiling of **15%-25%** depending upon increase for **once in 5 years**.
- 2.Tender document received by the Bank after due date and time i.e. **15.00 HRS ON 28.10.2019** shall be rejected.
- 3.The lessors are requested to submit the tender documents in separate sealed envelopes superscribed on top of the envelope as "Technical Bid" or Price Bid" as the case may be duly filled in with relevant documents / information at our office.
- 4.All columns of the tender documents must be duly filled in and no column should be left blank. All the pages of the tender documents are to be signed by the authorized signatory of

the tenderer. All over-writings should be attested. Use of white ink should be avoided. The Bank reserves the right to reject the incomplete tenders.

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

6. The offer should remain valid at least for a period of 6 (SIX) months to be reckoned from the last date of submission of offer.

7. There should not be any deviation in terms and conditions as stipulated in the tender documents.

8. The Technical Bid will be opened on **28.10.2019 at 16.00 hours** in the presence of tenderers who choose to be present at the above mentioned office. All tenderers are advised in their own interest to be present on that date at the specified time.

9. The Bank 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 tenderer. No brokerage will be paid to any broker.

11. The short-listed lessors will be informed by the Bank for arranging site inspection of the offered premises.

12. Income Tax and other Statutory clearances shall be obtained by the lessors at their own cost as and when required.

13. The preference will be given to the tenderers whose premises are ready with necessary infra-structure as per Bank's requirement.

14. The income tax and education cess as applicable will be deducted at the source while paying the monthly rentals. The GST, if levied on rent, shall be reimbursed by the bank to the landlord on production of such payment of tax to the Govt., The lessors should have valid registration for the GST without which GST will not be reimbursed by the Bank. Municipal Tax on the property and Service charges if any, payable shall be borne by the lessor.

15. Rent will be paid on **carpet area measurements including toilets & internal walls** which will be physically measured jointly (by Bank's Engineer and Landlord) at the time of taking possession of the building for deciding the total rent payable.

16. The successful lessor should have a valid occupancy/ Completion certificate and approved plans (suitable for occupancy of Bank- not for residential purpose) with all clearances from the Local statutory bodies / Town planning etc to occupy the Premises. The premises should have connected three phase Electrical Load of about 30 to 40 KVA and if required additional electrical power load will also have to be arranged by the lessor at his / her cost from local power

board. Landlord/Lessor has to arrange for the space for installation and running of Bank's generator within the compound and no rent shall be paid for the same.

17. The lessor should obtain the structural stability certificate from the licensed structural consultant and carry out the structural strengthening works as required.

18. The necessary permission/ NOC shall be given by lessor to the bank / their representing architects / consultants / contractor to commence the interior work. Terrace area should be made available for providing air conditioners and V-sat installations of the bank for getting inter-net/intra net connections without any extra rent.

19. (a) The offered building should have banking hall, safe room, Locker room, stationary room, record room, Lunch room, UPS room, set of two toilets, toilets for BM cabin, e-lobby, etc constructed in brick masonry walls and plastered and painted. **Safe room and Locker room if required by Bank should be constructed with 12" RCC walls/floor/roof slab and reinforcement as per Bank specifications.**

(b) The internal painting shall be with Birla wall care with putty, primer and two coats of emulsion paint. External painting shall be using Birla wall care with putty, primer and two coats of premier painting. Elevation should be as per bank's suggested layout plan

(c) Doors shall be teak/ non-teak with 40mm thick flush doors for internal with painting, hardware, etc.

(d) Main and Second Entrance doors shall be provided with rolling shutter and collapsible grill gate. Additional Collapsible gates shall also be fixed for two more room i.e safe room and Locker room. Rolling Shutters shall be provided to the e-Corner room facing road.

(e) All light /fan/ general circuit wiring should be done as per the requirements of bank with suitable MCBs wherever required as per the layout given by Bank's Electrical Engineer.

(f) All windows and ventilators shall be of UPVC make, three track, of best quality like Fenista brand. All grills for windows and ventilators shall be using 12mmx12mm sq bars spaced at 3" c/c vertically and horizontally.

(g) Flooring shall be done using vitrified tiles of 600x600x10mm thick best quality double charged of bank approved color shade/ company in the price range of Rs 50-60/ per sft including all taxes.

(h) Covered Space for Staff vehicle parking and also for placing Generator shall be arranged by the Landlord either by providing separate shed or within the building. No rent will be paid separately for this purpose.

(h) The **rent payable shall be reckoned from date of handing over of the premises to Bank on completion of the civil work/ obtaining sanitary/electrical/ water connection by landlord.** The lease agreement, will include inter alia, a suitable exit clause and provision of

de- hiring of part / full premises. The standard Lease agreement format to be entered with the Bank is enclosed for information.

20.All the offers received will be screened and short listed by the Screening /Premises Selection Committee of the Bank based on the requirements and details submitted by the lessors by inspection of the property. All short listed offers will be inspected by the members of the Committee/ authorized officials of the Bank and will be evaluated on the qualitative aspects covering various parameters like quality of construction, access to the plot, availability of Public transport, Location, frontage to building, nearby surrounding, availability of infrastructure in surrounding area, availability of water, electricity, Parking space in compound etc., as per Bank's requirements.

21.On the above mentioned parameters assessment of technical parameters will be done and price bids will be opened in the presence of bidders. Evaluation of the offers will be made by assigning weightage of **50% to technical parameters and 50% weightage** to price quoted by the bidders in the price bids. The offers will be arranged in the order of merit based on the marks scored. The unreasonable offers where the rates quoted are considered higher than the prevailing market rates will be rejected at the discretion of the Bank.

22.Period of lease shall be initial five years plus option of additional five years with predetermined increase in rent of **15%-25%** after expiry of first term of five years at the time of renewal.

23.Bank will have right to use the terrace for fixing the antenna at free of cost (area of about 100sft). The landlord should not have any objections.

Place :

Date :

Name & Signature of lessor with seal if any.

**TECHNICAL BID**

**ANNEXURE-I**

**OFFER SUBMITTED FOR LEASING PREMISES**

With reference to your advertisement in the local dailies dated ..... we hereby offer the premises owned by us for housing your **BANTUMILLI ROAD BRANCH, GUDIVADA AT KRISHNA DISTRICT, AP** on lease basis :

Sl No	<b>General Information:</b>	
1	Door No.	
2	Name of the street	
3	Name of the City	
4	Pin Code	
5	Name of the owner and address and mobile no., name of the contact person and his mobile no.	

**1) Technical information** (Please tick the appropriate option)

- a. Building: Load bearing .....Frame Structure .....
- b. Type of Building: Residential ..... Commercial.....
- c. No. of floors.....

**2) Floor wise CARPET area of the premises:**

- a. Ground floor .....sq.ft
- b. First floor .....sq.ft.
- Total .....sq.ft.

- 3) Total four wheeler parking offered.....nos. [ covered or open]
- 4) Total two wheeler parking offered.....nos. [covered or open]

5) Building ready for occupation -Yes / No

**AMENITIES AVAILABLE:**

1)	Electric power supply and sanctioned load for the floors offered in KVA (Mention) KVA	Mention here details:
2)	Running Municipal water supply	Yes / No
3)	Whether plans are approved by the local authorities, enclose copies	Yes / No
4)	Whether NOC from the department has been received	Yes / No
5)	Whether occupation certificate has been received, enclose copy	Yes / No
6)	Whether direct access is available from the main road	Yes / No
7)	Whether captive power supply is available, if yes give the details	Yes / No
8)	Whether fully air conditioned or partly air conditioned	Yes / No
9)	Whether lift facilities are available	Yes / No
10)	No. of car parking / scooter parking which can be offered exclusively to the Bank	
	i) No. of car parks [ covered/open] ii) No. of scooter parks [covered/open	.....nos. ....nos.

**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 and Signature of lessor with seal

**PRICE BID**

**ANNEXURE-II**

With reference to your advertisement in the local dailies, I / We offer the premises owned by us for housing of your **BANTUMILLI ROAD BRANCH, GUDIVADA AT KRISHNA DISTRICT, AP** on the following terms and conditions :

**General Information**

**Location:**

1)	Name of the Building	
2)	Door No.	
3)	Name of the City	
4)	Pin Code	
5)	Name of the owner(s)	

**Rent for premises:**

Rent per sq.ft. per month of Rentable area :

i. Ground Floor area .....Sqft., Rs..... /Sqft.

ii First floor area .....Sqft., Rs ...../Sqft.

]Total Rs.....

**No Rent shall be paid for parking areas (covered or uncovered area)/ Generator space**

(Please note that municipal taxes / cess, service charges like a society charges, maintenance charges etc. are to be borne by the landlord) and will not be paid separately by the Bank. The GST if levied on rent paid by us, shall be reimbursed by the bank on production of such payment of tax to the Govt.



Please note that stamp duty and registration charges in respect of the lease deed will be shared equally by the Bank and lessor, viz. (50:50) . Mode of measurement of rentable area is internal area of the building within the external walls of the building but excluding external walls which shall be measured jointly with Bank officials and Landlord.

(iv) The floor wise area viz. Ground, First, etc., lease rental should be mentioned separately in the Price Bid.

Place:

Date :

Name & Signature of lessor with seal

## **LEASE AGREEMENT FORMAT**

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 both 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 both 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 6 (six) 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. (Option is with the Bank to pay or not)

(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 Lessee shall be entitled 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 both 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 Lessor (s) shall keep the demised premises wind and water tight 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 money 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 money.

(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) If the Lessor (s) shall fail or neglect to pay rents, revenues, rates, taxes, impositions, outgoing 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, outgoing 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) 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 3 (three) 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 5+5 years 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 25% 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 here in above 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 re-

quired 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 unutilised 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 WHEREOF 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 \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Signature \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Signature \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Signature \_\_\_\_\_



**PARAMETERS CONSIDERED IN EVALUATION OF BIDS**  
**Evaluation of proposals for premises for BANTUMILLI ROAD BRANCH, GUDIVADA, KRISHNA**  
**DISTRICT, AP**

**Total Marks: 100**

**Requirements spelled out as under:**

<b>Sl No</b>	<b>Parameters</b>	<b>Actual situation</b>	<b>Total Marks</b>	<b>Marks obtained</b>
1)	Ready Usable building	1. Ready usable :10 2. Addition/alteration required :05 3. Plot :00	10	
2)	Age of construction of building	1. Less than 5 years :10 2. Between 5 to 10 years :08 3. Between 10 to 20 years :05 4. More than 20 years :00	10	
3)	On main road or within 300 mtrs from leading road.	1. On main Road :10 2. Inner side from main road- 100 Mtrs :08 3. Inner side from main road- 200 Mtrs :05 4. Inner side from main road- 300 Mtrs :03	10	
4)	Frontage 40 fts. (Plus/minus 10 fts.	1. More than 40 ft :10 2. 31-40 ft :08 3. 25-30ft :03 3. Less than 25 ft :00	10	
5)	Ceiling height	1. > = 11 ft from the bottom of beam : 10 2. > = 10 ft from the bottom of beam : 08 3. > = 09 ft from the bottom of beam : 05 4. < 09 ft from the bottom of beam : 03	10	
6)	Parking space	1. Having parking on front and cellar : 10 2. Having cellar parking only : 08 4. Common parking : 03 5. No Parking : 00	10	
7)	Ambiance, Convenience and suitability of premises as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	20	
8)	Business Potential	As assessed by Premises Selection Committee	20	
		<b>Total</b>	<b>100</b>	

## **BRIEF SPECIFICATIONS FOR CONSTRUCTION OF BANK BUILDINGS**

1. All **external walls** shall be constructed with **9” Brick walls**.
2. All Doors fixed to **external walls, Safe Room and Locker Rooms are of Teak wood Door frames and Teak wood Shutters**.
  - a) **Main Door** shall be provided with **Collapsible grill gate and Rolling shutters**. b) **Second door** to external walls shall be provided with **TW Door with Collapsible grill gate and Rolling Shutter**. c) **ATM / e-Corner room** shall be provided with **Rolling shutters**. d) **Safe room/ Locker room door** shall be provided with **TW frame with teak wood shutter with Collapsible grill gate**. Size of the door is 4'6”x7'0”. Collapsible grill door size is 6'6”x7'0” with locking arrangement at two places for door and grill. **(or) Safe / Locker Room** shall be constructed with **RCC walls, floor slab and roof slab of 12” thick of M20 grade Concrete**. Reinforcement shall be provided with 12mm dia @ 6” C/C both sides, both ways in staggered position. The reinforcement mesh shall be seen as 3” c/c in the Elevation. Safe / Locker Room door with Ventilators shall be arranged by the Bank. However, the door shall be erected in coordination with Safe/Locker room door supply agency. In case roof slab cannot be constructed/made with 12” thick RCC slab, 20mm dia bars @ 3” C/C in both the direction in the form of mesh may be provided below the existing roof slab and the rods are to be painted with white enamel paint. e) Power connection in the Safe/Locker room shall be given in such a way that no power shall be in the rooms once the door is closed. Hence, Live Power connection shall be given to the Board with a 5/15 A socket provision to the outside wall of the safe/Locker rooms near the door.
3. All other room doors are with TW Frame with flush door shutters.
4. All the **windows** are with **Medium Teak wood or with UPVC or with Powder coated Aluminum** with **safety grills** to be fixed firmly (embedded with concrete, not with screws) to the frame or wall.
5. **Flooring**: Flooring in the Banking Hall and other rooms are with **Vitrified tiles minimum size of 2'0”x2'0”**.
6. The height between the floor level to the bottom of the roof shall be 10' 00”to 12'00”
7. All the toilets (gents, Ladies and Branch Manager) are to be provided with ceramic tile/vitrified tiles of Non-Skid flooring and walls are with 12”x16”/18” tiles upto 5' 0”to 7'0”.
8. All the sanitary fixtures are with **parry ware / Hindustan** make.
9. All water supply fittings are with **Jaguar make. Wash basins with Mirrors** are to be provided in toilets to gents (2 nos), ladies (1 no)and Branch Manager (1 no) and also in Lunch room (1 no).**Urinal basins (2 nos)** are to be provided in Gents toilet.
10. **Building** (internally and externally) including ceiling, walls, doors, windows, Rolling shutters, Collapsible grill gates, etc., shall be **painted with emulsion** and the Banking Hall shall be provided with Wall care (putty) before applying painting.**Stainless Steel railing** shall be provided to Staircase (internal and external).**Covered parking** shall be provided for **staff vehicles** and parking for customers shall be arranged in front of the Branch building.
11. Adequate water supply shall be provided. **Bore well with motor, separate water tank and sump** shall be arranged. Drainage is to be connected to the Municipality or septic tank shall be provided.
12. Separate **power connection** with 40 KVA power as decided by the Bank is to be arranged at the Branch premises by making necessary deposits to the Electricity Department. Wiring alongwith conduit pipes required for lights and fans with necessary accessories such as

Switches, Switch board, Fan Regulators, Three phase Main Distribution board (4 – way) alongwith MCBs, etc. are to be provided by the landlord as per the requirement of Bank.

13. If it is a **Currency Chest Branch**, Strong room shall be constructed as per RBI Guidelines which will be supplied.
14. The **building plan** shall be **approved by local statutory body** (Panchayat/ Municipality/ Corporation) for establishing a Bank not for Residential purpose.
15. **Occupancy Certificate**, if issued by the local body, for the proposed building shall be obtained and a copy of the same is to be submitted to the Bank.
16. **Floor Area Measurements(carpet area including toilets,internal walls) for rent calculation** shall be taken jointly by the Bank's Engineer and owner. **Ramp shall be provided at the entrance** with comfortable slope (1 in 12) for the movement of wheel chair of physically challenged persons. **Rain water Harvesting pits** are to be provided.
17. Any other requirements/changes during the execution as required by the Bank shall be arranged.