COMMERCIAL SPACE REQUIRED ON LEASE FOR SBI SIRATHU, (DISTRICT KAUSHAMBI)

SBI Infra Management Solutions Pvt. Ltd. invites offers on the behalf of State Bank of India, Administrative Office, Prayagraj, for shifting its SIRATHU, DISTRICT KAUSHAMBI Branch (District Kaushambi), from the owners / Power of Attorney holders of plot at SIRATHU, DISTRICT KAUSHAMBI on lease rental basis for Commercial use having plot area of approx. 500-600 sq.mts located preferably on a main road. The Building shall be constructed by the landlord as per the Bank norms after approval of plan from Municipal Authority. SIRATHU, DISTRICT KAUSHAMBI Branch is Currency Chest, therefore the cost of construction of building shall be about Rs. 60-70 lacs. The owners are advised to quote their rates accordingly. Bank shall have the facility for installation of Dish antenna / Solar System at roof (free of cost).

The format for submission of the technical bid containing detailed parameters, terms and conditions and price bid can be downloaded from website www.sbi.co.in under Procurement news. The offers in a sealed cover complete in all respects should be submitted to Chief Manager (Gen. Banking), State Bank of India, Administrative Office, 1st Floor, Allahabad Branch, 5, Kutchehry road Prayagraj, on or before 3:00 pm on 08.06.2020. The SBIIMS/SBI reserves the right to accept or reject any offer without assigning any reasons thereof. No Brokers please.

Vice President (Civil)

Signature and Seal of applicant
TECHNICAL BID (COVER-A)

TERMS AND CONDITIONS

OFFER/LEASING OF OFFICE PREMISES

This offer consists of two parts viz. the Technical part 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. 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 super scribing “Application for leasing of Office premises for SBI SIRATHU , DISTRICT KAUSHAMBI”, and should be submitted to the Chief Manager (Gen. Banking), State Bank of India, Administrative Office, 1st Floor, Allahabad Branch, 5, Kutchehry road Prayagraj, on or before 3:00 pm on 08.06.2020.

Important points of Parameters -

<table>
<thead>
<tr>
<th></th>
<th>Floor Area</th>
<th>approx. 500-600 sq.mts preferable on Main Road</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Parking Space</td>
<td>Parking area should be available for staff and customers parking. Parking area on Municipal Land shall not be considered</td>
</tr>
<tr>
<td>2</td>
<td>Amenities</td>
<td>24 hours water facility, Electricity, Generator power back up for essential services like lift, pump etc.</td>
</tr>
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</table>

Signature and Seal of applicant
<table>
<thead>
<tr>
<th></th>
<th>Desired location</th>
<th>within Municipal limits of SIRATHU, DISTRICT KAUSHAMBI</th>
</tr>
</thead>
</table>
| 5 | 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 |
| 6 | Initial period of lease | Initial 10 years with an option to renew two terms after 5 years at predetermined increase in rent @ 25% after expiry of every term of 5 years, at the time of renewal. |
| 7 | Selection procedure | Techno-commercial evaluation by assigning 70% weight age for technical parameters and 30% weight age for price bids |
| 8 | Validity of offer | 6 months from the date of submission of the Offer |
| 9 | Stamp duty / registration Charges | To be shared in the ratio of 50:50. |

Signature and Seal of applicant
TERMS AND CONDITIONS

1.1 The successful applicants should have clear and absolute title over the premises and authorize the SBIIMSPL/SBI to carry out Title Search/Title Investigation Report from the SBIIMSPL/SBI empanelled advocate, the cost of which shall be borne fully by the applicants. The successful vendor will have to execute the lease deed as per the standard terms and conditions finalized by the SBIIMSPL/SBI for the purpose, and the stamp duty and registration charges of the lease deed will be shared equally (50:50) by the offerer and the Bank. The initial period of lease will be 10 years and will be further renewed for two terms of 5 years (viz. total lease period 20 years) with requisite exit clause to facilitate full / part de-hiring of space by the Bank during the pendency of the lease. The rent shall be increased by 25% after every 5 year interval. After 20 years, rent can be negotiated and finalized with mutual agreement so that new lease can be executed for further term of 5 + 5 years.

1.2 Offer document received by the SBI/SBIIMSPL after due date and time i.e. 08.06.2020 after 3:00 pm shall be rejected.

1.3 The intending offerer are requested to submit the offer documents in separate envelope superscribed 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:

Chief Manager (Gen. Banking), State Bank of India, Administrative Office, 1st Floor, Allahabad Branch, 5, Kutchehry road Prayagraj, 211002

1.4 All columns of the offer documents must duly filled in and no column should be left blank. All pages of the offer documents (Technical and Price Bid) are to be signed by the authorized signatory of the offered. Any over-writing or use of white ink is to be duly initialed by the offerer. The SBIIMSPL/SBI reserves the right to reject the incomplete offers.

1.5 In case the space in the offer document is found insufficient, the intending offerer may attach separate sheets.

1.6 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 i.e. 08.06.2020
1.7 There should not be any deviation in terms and conditions as have been stipulated in the offer 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 offer document, the intending offerer is required to attach a separate sheet “list of deviations”, if any.

1.8 The **Technical Bid** will be **opened on 09.06.2020 at 16:00 Hrs** in the presence of offerers who wish to be present at State Bank of India, Administrative Office, 6, Kutchery Road, Prayagraj - 211002 All offerers are advised in their own interest to be present on that date at the specified time.

1.9 **The SBIIMSPL/SBI reserve the right to accept or reject any or all the offers 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 offerer. **No brokerage will be paid to any broker.**

1.11 The short listed offerer will be informed by the SBIIMSPL/SBI for arranging joint site inspection of the offered premises/plot.

1.12 **Income Tax and other statutory clearances shall be obtained by the offerer** 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 also be given to the premises owned by the Govt.Dependments / Public Sector Units /Banks.**

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

1.14a Premises to be away from fire hazardous establishments like petrol pump, gas godown, chemical shops & high tension electrical wires etc. Premises should not be located on low lying area, water logging area.

1.14b 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
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. In case, the landlord fails to pay the taxes or charges levied by government or any statutory bodies, the Bank may make the payment of the same at his sole discretion and thereafter it shall be entitled to be reimbursed by the landlord and also will be entitled to deduct the payment made from the rent payable to the landlord.

It is to be noted that landlord will be required to raise the bill To SIRATHU, DISTRICT KAUSHAMBI Branch every month for the rent due to them indicating the GST component also in the bill separately if applicable.

1.16 Mode of measurement for premises is as follows:
Rental will be paid on the basis of Floor area which will be measured as per relevant IS code / Bank’s Premises Manual.
Components/ Areas like Lift, Lift wall, Ducts, Common Staircase, Service shafts, Shafts for sanitary & water supply installations, Balcony, Projection, Terrace, parking space, space for DG set, over head and underground storage tank, Pump room, Architectural features, canopy, Chhajja, area of loft etc. will not be counted in Floor area. If building is constructed on two floors and staircase is provided from the Banking Hall for first Floor for exclusive use of Bank, it shall be measured in the floor area.

Area. Landlord is advised to quote the rates as per Floor area while filling the price bid.

1.17 The floor area i.e. Ground floor with the corresponding rate for rent / taxes should be mentioned in the Price Bid. The number of car parking spaces and two wheelers offered should be indicated separately.

Signature and Seal of applicant
1.18 The successful intending offerer should arrange to obtain the municipal license /NOC/approval of layouts etc from Local Civic Authority/collector/town planning etc. for construction of building as per Bank Norms out the interior furnishing of the premises by the Bank. Intending Offerer should also obtain the completion certificate from Municipal authorities after the completion of interior or furniture work. The required additional electrical power load of approximately 20 KVA will also have to be arranged by the intending offerer 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/offerer at no extra cost to the Bank.

1.19 Intending Offerer should obtain and furnish the structural stability certificate from the licensed structural consultant at his own cost.

1.20 The intending offerer 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.

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 possession. 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 what so ever, Municipality charges, society charges, Maintenance charges and all other charges except the GST which will be paid extra.

1.23 Electricity Charges will be borne by the Bank but the provision for adequate water supply and its incidental costs should be maintained and borne by Landlord/owner.

1.24 All civil and electrical works in the building shall be carried out as per bank norms.

Signature and Seal of applicant
Specifications, server room & UPS room made up of brick work, RCC locker room as per RBI specifications (locker room door and ventilator shall be provided by the Bank), Rolling shutter, collapsible grill door at entry, ramp with (grade 304) railing for disabled/old people, double charged 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 The landlord has to construct Strong room for Currency Chest as per RBI specifications are as follows:

**Walls** - R.C.C. [M40] 45 cm (18’’) thick, reinforced with 16mm dia bars @200 mm c/c both ways and on both faces, one such mesh placed staggered on both the faces of each wall in such a manner so as to make less than 100x100 mm C/C through openings.

**Floor** - R.C.C. [M40] 45 cm (18’’) thick, reinforced with 16mm dia bars @200 mm c/c both ways and on both faces, one such mesh placed staggered on both the faces of each wall in such a manner so as to make less than 100x100 mm C/C through openings.

**Ceiling** - R.C.C. [M40] 45 cm (18’’) thick, reinforced with 16mm dia bars @200 mm c/c both ways and on both faces, one such mesh placed staggered on both the faces of each wall in such a manner so as to make less than 100x100 mm C/C through openings.

One layer Tang Bars as per RBI norms and as manufactured by security equipment suppliers (M/s Godrej, M/s Gunnebo India Pvt Ltd formerly M/s Steelage or by M/s Guardwel Industries Pvt Ltd.) shall also be provided by the Landlord at their own cost in all walls, floors and roof slab.

Strong room (steel) door & Ventilator shall be supplied by the Bank. Landlord has to arrange to fix the same while construction of the strong room for currency chest at his own cost.
1.26 The landlord has to construct **locker room as per RBI specifications** as follows:

**Walls**- R.C.C.1:1.5:3 [M20] 30 cm (12’’) thick, reinforced with 12mm dia bars @ 15 cm c/c both ways and on both faces, one such mesh placed staggered on both the faces of each wall in such a manner so as to make less than 75x75 C/C through openings.

**Floor**- R.C.C.1:1.5:3 [M20] 15 cm (6’’) thick reinforced with 12mm dia bars @ 15cm, c/c both ways, over the existing plain cement concrete flooring for vaults in ground floor & over existing R.C.C. slabs in vaults in upper floor (the strength of the slab in such case will have to be checked to allow for the additional dead & super imposed load).

**Ceiling**- R.C.C.1:1.5:3 [M20] 30 cm (12’’) thick, reinforced with 12mm dia bars @ 15 cm c/c both ways & on both faces, one such mesh placed staggered on both the faces of each wall in such a manner so as to make less than 75x75 C/C through openings.

Strong room (steel) door & Ventilator shall be supplied by the Bank. Landlord has to arrange to fix the same while construction of the locker room at his own cost.

**Note**- Owner of the Building is sole responsible for the construction and stability of locker room. It is strictly advisable to construct locker room as per the instructions of the Structural Engineer of the Building for safety & stability. Stability Certificate by Competent Structural Engineer should be given to the Bank on completion of construction of locker room. Bank shall not be responsible for any loss or damage caused to the Building due to construction of locker room.

1.27 Plastic paint of walls, ceilings, enamel painting of doors and windows etc. as per the Bank’s instructions shall be done by the owner/s after every two/three years failing which the Bank shall be at liberty to get the same done at the risk and cost of the owner/s and deduct all such relative expenses from the rent payable to the owner/s.

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1.28 The owner shall carry out civil, sanitary and electrical, maintenance works and ensure the roof remains water-tight during the lease period. In case the above repairs are required and the owner/s fails to attend to the same, the Bank will carry out necessary repairs at the risk and cost of the owner/s and deduct all such relative expenses from the rent payable to the owner/s.
1.29 Interior works like loose furniture, drywall partition system, cubicles, cabins, false ceiling, AC, Lighting fixtures, signages, compactors for storage, electrical wiring for interior works etc. will be done by the Bank as per requirement.

Place:

Date: Name & Signature of offerer with seal if any

Signature and Seal of applicant
DETAILS OF OFFER

OFFER SUBMITTED FOR LEASING PREMISES

With reference to your advertisement in the_______ dated ________

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

**General Information:**

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

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>/</td>
<td>Name of the Building/ Plot</td>
</tr>
<tr>
<td>A.1</td>
<td>Plot No.</td>
</tr>
<tr>
<td>A.2</td>
<td>Name of the Street</td>
</tr>
<tr>
<td>A.3</td>
<td>Name of the City</td>
</tr>
<tr>
<td>A.4</td>
<td>Pin Code</td>
</tr>
</tbody>
</table>

(i) Name of the owner
Address
Name of the contact person
Mobile no.
E mail address

**Declaration**

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 and pantry with all fittings and fixtures, vitrified flooring, other works as per Bank’s specifications and requirement.

Place:

Date:

Name and signature of offerer with seal
ANNEXURE – I

READY BUILT PREMISES REQUIRED ON LEASE
Details of parameters based on which technical score will be assigned by SBIIMSPL/SBI.
( NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

Hiring of Commercial space approx. 500-600 sq.mts For SBI SIRATHU, DISTRICT KAUSHAMBI BRANCH

<table>
<thead>
<tr>
<th>S.No</th>
<th>Parameters</th>
<th>Actual situation</th>
<th>Total Marks</th>
<th>Marks obtained</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ready built floor area as per Requirement</td>
<td>600 sq.mts - 30 (Marks)</td>
<td></td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>550-599 sq.mts - 25 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>500-550 sq.mts - 20 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>450-500 sq.mts - 15 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>400-450 sq.mts - 10 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Premises location</td>
<td>On Main road (36 mtr) - 25 (Marks)</td>
<td></td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Inner side from Main road (24 mtr road) : 20 marks</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Inner side from Main road (18 mtr road) : 15 marks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Frontage</td>
<td>&gt;= 50 feet = 20 (Marks)</td>
<td></td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&gt;= 40 feet = 15 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&gt;= 30 feet = 10 (Marks)</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>&lt; 30 feet = 00 (Marks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Parking space</td>
<td>a) Exclusive car parking with provision generator space for SBI (parking area should be considered with-in sanctioned map of premises) : 10</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>b) No parking : 00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Overall suitability of premises</td>
<td>As assessed by Premises Selection Committee</td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

Total |                                      |                                     |             | 100            |
PRICE BID

PREMISES OFFERED ON LEASE FOR SBI: SIRATHU, DISTRICT KAUSHAMBI District Kaushambi

Parameters based on which technical score will be assigned by SBIIMSPL/SBI.

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Location of the Plot</th>
<th>Plot Area</th>
<th>Rate per sq ft of floor area (in figure &amp; words) which shall be jointly measured by the Bank and Landlord after construction of the building</th>
</tr>
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</tr>
</tbody>
</table>

I/ We have carefully perused the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by SBI.

Signature of applicant

Name & address
Mobile No.
Place.
Date.

Please note:

As per our offer terms & conditions 1.16 selections 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.