

**DETAILS OF OFFER (Part of technical bid)
OFFER SUBMITTED FOR LEASING PREMISES**

(If anybody willing to offer for more than one premise, separate application to be submitted for each premise)

With reference to your advertisement in the _____ dated _____ we hereby offer the premises owned by us for Commercial / Office use on lease basis:

General Information:

A	Location:	
A.1	Distance in KM from the Existing Branch	
A.2	Distance in KM from the nearest City Bus Stop	
B.	Address:	
B.1	Name of the Building	
B.2	Plot No. & Door No.	
B.3	Name of the Street	
B.4	Name of the City	
B.5	Pin Code	
C	Owner Details:	
C.1	Name of Owner	
C.2	Address	
C.3	Name of the Contact Person	
C.4	Mobile no.	
C.5	Email Address	

Technical Information (Please at the appropriate option)

- a. Building: Load bearing (.....), RCC Framed 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
Total Floor Area	

Note- The rentable area shall be in accordance with the one mentioned under clause/para 1.18 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)	-----KVA
Availability of Running Municipal Water Supply	Yes/No
Whether plans are approved by the local authorities (Enclose copies)	Yes/No
Whether NOC from the local authorities 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	1) Car : 2) Scooter/Bike :

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. Cash safe Room, Record/Stationary Room, System/ups Room, Ladies and Gents Toilet and Pantry with all fittings and fixtures, Verified Tile Flooring and other works as per Banks specifications and requirement.

Place:

Date:

Name and signature of lessor(s) with seal (if any)

**ANNEXURE – I (PART OF TECHNICAL BID)
PREMISES REQUIRED ON LEASE**

Parameters based on which technical score will be assigned by SBI
(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)
TECHNICAL PARAMETERS AND SCORING BASED ON THEIR MARKS

The detailed list and marks assigned to each parameter is as under:

Sr. No.	Parameter	Maximum Marks
1	Distance from nearest Bus Stop/market place	15
	i. Up to 0.5 Km (15 Marks)	
	ii. More than 0.5 Km and up to 1 KM (10 Marks)	
	iii. More than 1 Km and up to 2 Km (5 Marks)	
	iv. More than 2 Km (0 Marks)	
2	Available Frontage of the Premises	15
	i. Up to 15 meters (15 Marks)	
	ii. 10 meter to 15 meter (10 Marks)	
	iii. 6 meter to 10 meter (5 Marks)	
	iv. Less than 6 meter (0 Marks)	
3	Nearby Surroundings, Approach Road and Location	15
	i. Commercial Market place with wide approach (15 Marks)	
	ii. Commercial Market place with narrow approach (5 Marks)	
	iii. Residential place (0 Marks)	
4	Quality of Construction, Load Bearing,/ RCC Framed Structure & adequately ventilated, Ambience & Suitability of premises	20
	i. Excellent (20 Marks)	
	ii. Good (10 Marks)	
	iii. Satisfactory (5 Marks)	
	iv. Unsatisfactory (0 Marks)	
5.	Availability of premises on	20
	i. Ground Floor (20 Marks)	
	ii. Any other floor with lift facility (10 Marks)	
	iii. Any other floor without lift facility (0 Marks)	
6.	Parking Space	15
	i. Availability of Parking as Specified (15 Marks)	
	ii. Availability of Parking less than as Specified (0 Marks)	
Total		100

If a bidder scores 0 (zero) marks in any of the above mentioned criteria, his/her offer will be disqualified and Price Bid of such bidder will not be opened.

Place:

Date:

Name & Signature of lessor with seal if any