



**STATE BANK OF INDIA**  
**REGIONAL MANAGER,**  
RBO-5, KADAPA,  
2/714, V.S.R Mansion, Nagarjupet  
Kadapa- 516001

**REQUIREMENT OF PREMISES**

SBI invites offers for lease of premises for opening of our proposed **Shifting of Mochampeta branch at the same centre, in Mochampeta**. The premises should have about 2500 Sq. ft. carpet area (carpet) with good frontage, adequate parking space for vehicles with all amenities.

Interested parties may download the Technical & Price bids from SBI website "<https://bank.sbi/portal/web/home/procurement-news>" and submit the same in separate sealed covers super scribed "**Technical Bid**" and "**Price Bid**" with name and address of the tenderers on or before **3.00PM hours. on 21.03.2025.**

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

Regional Manager,  
STATE BANK OF INDIA,  
RBO-5, KADAPA,  
2/714, V.S.R Mansion, Nagarjupet,  
Kadapa-516001.



THE REGIONAL MANAGER,  
STATE BANK OF INDIA  
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Website: [www.sbhyd.com/Tenders](http://www.sbhyd.com/Tenders)

**REQUIREMENT OF PREMISES FOR SHIFTING OF MOCHAMPETA (20513) BRANCH AT THE SAME CENTRE, IN MOCHAMPETA.**

Our Bank requires new premises on lease basis for shifting of our Mochampeta (20513) branch at the same centre at Mochampeta having rentable area of 2500 sq.ft in and around Mochampeta within 0.5 km of Mochampeta (20513) branch Tender forms and complete details can be obtained from Regional Office at the above address or our Mochampeta branch.

Willing Landlords/Owners of the premises may submit the completely filled tender documents in two separate sealed envelopes, super scribed "Technical Bid for SHIFTING OF OUR MOCHAMPETA (20513) BRANCH AT THE SAME CENTRE AT MOCHAMPETA " and " SHIFTING OF OUR MOCHAMPETA (20513) BRANCH AT THE SAME CENTRE AT MOCHAMPETA ", to the REGIONAL MANAGER, State Bank of India, RBO 5, 2/714, V.S.R Mansion, Nagarjupet, Kadapa.

(address to send the tenders) - so as to reach latest by **3.00 PM on 21-03-2025** Tenders will be opened at **4.00 PM on 21.03.2025** and for further details please contact Chief Manager, RBO 5, Kadapa -9849641052 or Branch Manager of our Mochampeta branch - 9441433032

Tenders may be obtained from Regional Office Kadapa or Our Mochampeta branch and the same to be submitted by depositing in the Tender box provided in the office of :

Regional Manager,  
STATE BANK OF INDIA,  
RBO-5, KADAPA,  
2/714, V.S.R Mansion, Nagarjupet,  
Kadapa-516001.

Tenders proforma should not be altered / modified / changed as otherwise the your tenders stands rejected.

Bank reserves the right to reject any or all the applications without assigning any reasons thereof.

## **REGIONAL MANAGER, RBO 5, KADAPA**

### **General Guidelines for Bidders**

Bidders must note that:

1. New premises should be easily accessible.
2. Provision of ramp for ground floor bids, lift with ramp in case 1<sup>st</sup> and upper floor bids must be available. The offered premises should have local authority / municipality approvals / permissions for commercial usage. Occupation certificate / commercial usage permission / fire dept clearance / Income tax clearance (as applicable from case to case) should be submitted.
3. The '**Technical Bid**' and the '**Price Bid**' must be submitted in two **separate** sealed envelopes to the address mentioned in the forms.
4. Bank requires premises preferably on ground floor, vantage and easily accessible locations for our shifting of our Mochampeta (20513) branch premises at the same center at Mochampeta area not exceeding 2500 Sq. ft **and adequate parking area to be provided.**
5. Address and telephone/mobile numbers of the landlords/owners must invariably be written on the envelope covers. All the columns of the forms must be filled in and no column should be left blank.
6. The bids must be submitted before the last date and time mentioned in the advertisement.
7. Tenderer must sign on each page of the SBI standard lease deed (proforma enclosed) as token of concurrence of accepting the lease condition and the same must be enclosed with technical tender.
8. Permission to construct and lease the premises would be obtained by the tenderer / landlord, within a period of one month from the date of communication of Tender acceptance.
9. Conversion of Residential Plot/ Building for commercial purpose will be obtained by the builder / tenderer himself at his own cost.
10. Bank would prefer ready built premises for the branch premises.
11. The price bids will be opened in case of only those bidders, who are shortlisted on the basis of the scrutiny of the technical bids and who will sign on the Bank's standard terms and conditions and submit along with the technical bid.
12. No enquiries regarding the selection will be replied. This is strictly prohibited.

13. The Bank reserves the right to reject any or all pre-qualification application without giving any reasons.
14. The bids must be **valid for at least 6 months** from the last date of submission
15. Lease will be accepted for 10 YEARS WITH ENHANCEMENT OF RENT 25% FOR EVERY 5 YEARS.

**In case of open site is offered, the construction of building should be completed and handed over to us within 6-9 months for the date of acceptance.**

Yours faithfully



REGIONAL MANAGER



**TECHNICAL TENDER FOR SHIFTING OF MOCHAMPETA (20513)  
BRANCH PREMISES AT THE SAME CENTRE MOCHAMPETA**

From (address of the landlord):

DATE:

To,  
Regional Manager,  
STATE BANK OF INDIA,  
RBO-5, KADAPA,  
2/714, V.S.R Mansion, Nagarjupet,  
Kadapa-516001.

Dear Sir,

**Technical Bid (Tender Part-I): Offer for Shifting of Mochampeta(20513)  
branch at the same centre Mochampeta on Lease / Rental Basis**

With reference to your advertisement published in \_\_\_\_\_ newspaper, dated \_\_\_\_\_ for hiring of premises on lease / rental at \_\_\_\_\_, we submit herewith our offer for the same with following technical particulars / details for your considerations:

(Note: Mention 'Not Applicable' against inapplicable columns. No column should be left blank)

**PREFERENCE WILL BE GIVEN FOR CONSTRUCTED BUILDINGS IN GROUND FLOOR AND HAVING OCCUPATION CERTIFICATE OR REGULARISATION ORDER FROM MUNICIPAL AUTHORITIES.**

1. Name of owners/developers with address & telephone nos.	
2. Location & address of property	
3. Whether location is in commercial Market or residential area	
4. Distance from other nearby Bank and name of the Bank	
5. Plot area (details of plot such as size, area, FSI, lease etc.	

6. Whether Municipal permission to construct premises obtained(Yes / No)	
7.Distance from Railway Station	
8.Distance from Post/ Telephone Office	
9.Distance from nearby Wholesale / Retail Market (furnish names of the markets)	
10) IF the offer is for construction of new building construction in their open plot or already constructed building or partly. Specify the details..	
11) In case offer is for already constructed building, furnish the layout plan details of the plot, whether conversion done, LRS details, approval details of municipality etc. Furnish the copies of proof of these details. Owner need to furnish the proposed layout of the building in their open plot, as per the directions of banks Civil Engineer in case of short listing of offer for selection.	
12) If the offer is for already constructed building, furnish drawing (hardcopy) of the building, construction permission, Occupation certificate, Regularisation order if any etc. Furnish the parking details also <b>WITH OUT OCCUPATION CERTIFICATE, BUILDINGS WILL NOT BE ACCEPTED.</b>	
13) More details if any:	

#### 10. Details Of Proposed Building Offered:

A) Foundation	
B) Frame structure	
C) Super structure (Thickness of wall etc.)	
D) Inside & outside plaster	
E) Inside& outside painting	

F) Doors (nos. & specifications)	
G) Windows (nos. & specifications)	
H) Flooring (mention room-wise flooring as also in toilet with skirting /dedo etc.)	
I) If multi-storied complex furnish details of total no. of floors in the building & whether facility of lift is available.	
J) Whether plan approved by local Municipal Authority	
K) Situation of building i.e. floor on which located	
L) Water supply arrangement (Please mention no. of bores with diameter and Corporation connection etc.) Whether Separate connection for Bank will be arranged?	
M) Sanitary arrangement (no. of W.C./Toilet blocks)	
N) No. of balconies (with size)	
O) Electricity (no. of points, type of Wiring, meter etc.) (Separate electric meter for Bank will have to be arranged by landlord)	
P) Mention whether additional / 3 phase electric connection, if required by the Bank for computerization will be Provided at your cost?	
Q) Mention whether agreeable to carry out distemper / color wash at your cost after every 2 years?	

<p>R) Mention details of area in sq.ft.(carpet) of free of cost parking facility, if any, for scooters /cars that can be available exclusively to the Bank. If exclusive area is not possible, please specify details of general parking facilities available.</p> <p>If parking facilities are not available, please specifically mention this.</p>	
<p>11) Condition of Building: e.g. Old building, New building or Under construction (mention likely date of completion)</p>	
<p>12) Details of other infrastructure (compound wall, porches, garage, stilt floor etc.)</p>	
<p>13) Area of flat/building (please mention super built-up/built-up area along with carpet area with number of floors)</p>	
<p>14) Whether willing to construct the strong room/locker room, if required by the Bank, as per R.B.I. norms?(yes/No)</p>	
<p>15) Whether willing to carry out additions/alterations/repairs as per specifications/plan given by the Bank (yes/No)</p>	
<p>16) Whether willing to offer premises on lease for period of 15 years or more?(Yes/No)(Reasonable increase in rent can be considered after 5 years)</p>	



17) Whether any deposit/loan will be required?(Give brief details)	
18) Any other information (Give brief details)	
19) List of enclosures (attached) such as copy of plan approved by the competent authority, latest Municipal house tax receipt, last sale deed etc.	a) b) c) d) e)

A) Copy of lease deed Proforma, IS PERUSED BY ME and token of accepted / signed on all pages in token of concurrence with lease condition is enclosed. B) We have not made any alteration in the Tender and Lease proforma.

Yours faithfully,

( \_\_\_\_\_ )

**Note:**

1) No enquiries regarding the selection will be replied. This is strictly prohibited. 2) The Bank reserves the right to reject any or all pre-qualification applications without giving any reasons.

**Price Bid Application Form (Part -II)**

In Respect Of Premises to Be Offered On Lease to STATE BANK OF INDIA

FROM(Landlord address):

To,  
The Regional Manager  
RBO-5, KADAPA,  
2/714, V.S.R Mansion, Nagarjupet,  
Kadapa-516001.

**FINANCIAL TENDER FOR SHIFTING OF MOCHAMPETA(20513)  
BRANCH AT THE SAME CENTRE MOCHAMPETA TOWN**

Dear Sir,

**Price Bid (Tender Part-II): Offer for your proposed New Branch premises at Mochampeta on Lease / Rental Basis**

I/We offer my/our premises situated at \_\_\_\_\_ for your proposed RBO /Office on the following terms & conditions:

1. I/We will construct the building or carry out additions/alterations to it as required by you, strictly according to your plan and specifications, and carry out the work of decorations etc. in accordance with the details to be furnished by you and as advised by you from time to time. The building will have a clear internal area of about \_\_\_\_\_sq.ft. On various floors, as per details provided in 'Technical Bid', submitted by us. The required certificate from the P.W.D. / Bank's Architect / Engineer will also be obtained and handed over to the Bank by me / us. Notwithstanding The electric points(UPS points only) will be provided by me/us as per the Bank's requirements. The ceiling fans and tube lights will be supplied by the Bank but will be fitted by me/us at my/our cost in the portion of the building occupied by the Bank. Expenses for loose wires, chain of pipes for handling electrical fixtures etc. will be borne by

me/us. These fans and tube lights will at all times remain the property of STATE BANK OF INDIA. The premises complete in all respect will be made available as early as possible, but in any case not later than \_\_\_\_\_ months from date of acceptance of this offer by the Bank. The Bank may at its discretion extend this period. However, it will be open to the Bank to decline to accept the offer, if the delay is in the opinion of the Bank too much.

2. I/We will provide the necessary arrangement for the continuous and regular supply of water throughout day and night. I will provide electric motor and pump of required capacity as suggested by the Bank's Engineer/Architect. All maintenance charges in this connection except actual electrical consumption shall be borne by me/us. The required number of water taps including on directly from Municipal water connection, for drinking water will be borne by the Bank. I/We provide sanitary, privy, urinals, ladies toilet, hand-wash basin, towel rails etc. as per the Bank's lay out plan exclusively for Bank's use.

3. The entrance to the Bank will be finished in Granite stones polished.. The internal flooring will be of Vitrified tiles of 800x800mm (of basic rate not less than Rs 70/- sft of model and) color as approved by the bank. The internal and external walls of the building will be finished with Birla Wall care and two coat of best and premium quality emulsion paint of Asian or equivalent make. Doors, Windows, Rolling shutters, collapsible shutters shall be painted with best quality synthetic enamel paint of best quality such as Asian or equivalent. The wood and iron work in the premises will be oil painted. Two toilets to be constructed. Internal walls will have Glazed tiles (basic rate Rs 55/ sft) up to 8" height and matching floor tiles in the flooring. Wash basin along with 2'x1-1/6, A big sized Mirror(2'x18") will be provided in the both toilets.

4. The color scheme to be executed will be in accordance with Bank's approval.

5. Wall paintings of the building, polishing/oil painting of the wood and iron work will be carried out by me/us once in three years. Whenever necessary.

I/We will carry out tenable repairs to the premises. If I/We fail to do this, the Bank will have right to recover this from me or from the rent payable to me.

6. During the tenancy of the lease, I/We undertake to carry out the additions/alterations to suit the Bank's requirements, if the same are structurally feasible and technically permissible by the local authorities, with a suitable increase in rent based strictly on the additional expenditure in-

volved. If the Bank desires to carry out any such alterations at its own cost, I/We will permit same on the existing terms & conditions. viii)The Municipal Corporation or local authorities' permission to construct and lease the premises in question to the Bank, for use as office premises, will be obtained by me/us and produced for your inspection. Any other permission if required will be obtained by me/us. In case, I/We will decide to sell the premises, at first it will be offered to Bank at a reasonable price and in case the Bank is not agreeable to purchase the same, I/We shall dispose off the same subject to Bank's tenancy rights.

7. The lease agreement will contain an undertaking that I/We will not during the currency of the lease agreement transfer, mortgage, sell or otherwise create any interest in the premises leased to you/with any party affecting your right of occupation and any of the terms of the lease without your consent.
8. Expenses in connection with drafting and execution of the lease agreement will be borne half to half between me/us and the Bank, but if loan is required the charges for investigating the title including search charges of Bank's solicitor Advocate will be borne by me/us entirely.
9. The Bank will have the right to sub-let the premises, but that should be for the unexpired period of lease and any extension thereto and with prior approval.
10. Separate electric meters along with a suitable panel board with 40 KVA load (electrical license load), shed for parking vehicles, rolling shutter or collapsible gate to the main entrance, safety bars to all the windows and compound walls with gate, all around the building will be provided by me/us at my/our cost. Electrical wiring, switches, MCS, circuits shall be in concealed electrical wires required for general lighting and fans and power plus shall be at the cost of landlords. Record room / stationary rooms should have built in shelves arrangement up to ceiling level to keep banks records. Shelves to be of 40mm thick kadapa stones or RCC slabs spaced at 2' intervals vertically in between brick walls etc as directed by civil engineers.
11. I/We have clearly noted that in order to start its office as early as possible, Bank reserves its right to install steel/wooden furniture, electrical fitting

etc. in the premises before taking possession of the building for which no rent will be paid by the Bank.

**Rent/Lease Charges:**

1. The rent of the premises will be Rs. \_\_\_\_\_ per sq.ft.(RENTABLE AREA) per month.
1. RENTABLE AREA: PLINTH AREA OF THE PREMISES
2. The house tax and all Municipal/Government taxes present and future, will be paid by us (landlord). The present rate of Municipal/Government taxes is \_\_\_% of rent per annum.
3. Other service charges for garage/parking/lift/maintenance/cleaning (if any) will be paid by us (landlord).
4. \_\_\_\_\_sq.ft (carpet) area will be earmarked for the Bank for parking at \_\_\_\_\_for which no rent/cost will be charged. Parking area in the basement floor shall be \_\_\_\_\_ sft.

xv) **Period of Lease etc.:** The initial period of lease will be for MINIMUM OF TEN YEARS WITH ENHANCEMENT OF RENT 20% FOR EVERY FIVE YEARS.

xvi) **Loan/Advance Requirements:** I/We require a loan/advance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) for construction of the building to be made available to me/us as under:

1. Rs. \_\_\_\_\_ on my/our creating the equitable mortgage by deposit of title deeds.
2. Rest of the amount in suitable installments with the progress of the construction work.
3. I/We agree to pay interest, installments of the loan and create/furnish necessary security to the Bank therefore, including equitable mortgage of my/our property. The loan will be recoverable with interest as per

R.B.I. directives and Bank's norms within \_\_\_\_\_ months. The Bank will recover the installments and interest from the monthly rent.

1. **Validity:** This firm offer is open to you for acceptance till \_\_\_\_\_/20 .
2. **Terrace will be used for installation of V sat or any electrical or electronic gadgets or solar power panels at no extra rent.**

Yours faithfully,

( \_\_\_\_\_ )