

Tender ID	SBI/AHM/GAO-4/202409001
Date	27.09.2024



STATE BANK OF INDIA
INVITES OFFERS

FOR HIRING OF PREMISES

FOR

SHAMLAJI BRANCH

LAST DATE FOR SUBMISSION OF TENDERS: **15:00 PM hours on 18.10.2024**

OPENING OF ONLY TECHNICAL BIDS: **11:00 AM hours on 19.10.2024**

Offers To Be Submitted To:-

The Assistant General Manager,
State Bank of India
Regional Business Office
1st Floor, Shivalik Complex, Nr. Railway Crossing
Petlad Road, Nadiad-387003

TECHNICAL BID

OFFER SUBMITTED BY:

Name : _____

Address : _____

NOTICE INVITING OFFER
COMMERCIAL/ OFFICE SPACE REQUIRED ON LEASE

SBI invites offers for **SHAMLAJI Branch (Gujarat)** from owners for premises on lease/rental basis for Commercial / Office use having Built up area of **1500 to 2000 Sq. Ft. on Ground Floor**, located within the **SHAMLAJI** village on Main Road preferably in newly developed area with adequate parking space for customers and covered parking space for **2-four wheelers** and **5-two wheelers**. The offerer shall provide space for installation and running of the Generator Set within the compound at no extra cost to the Bank and No separate payment shall be paid for these facilities.

The entire space should preferably be on Ground Floor. Premises should be ready for possession / occupation within a period of 3 months. Open plot shall not be considered

The format for submission of the Technical Offer containing detailed parameters, terms and conditions and price offer can be obtain from Branch Manager TINTOI Branch.

This offer consists of two parts viz. the Technical Offer having terms and conditions, details of offer and the Price Offer. Duly signed and completed separate Technical and Price Offers are to be submitted for each proposal using photocopies in case of multiple offers.

The **Envelope (A)** contains Technical Offer with necessary supporting documents.

Envelope (B) contains Price Offer for the proposal should be enclosed in separate sealed envelope and these two envelopes be placed in a single cover super scribing "**Offer for leasing for SBI SHAMLAJI Branch** and should be submitted to the

**The Assistant General Manager,
State Bank of India
Regional Business Office
1st Floor, Shivalik Complex
Nr. Railway Crossing
Petlad Road, Nadiad-387003**

The offerer shall clearly mention their contact number and active e-mail ID on the envelope.

- ❖ Preference will be given to the premises owned by the **Govt. Departments / Public Sector Units**.
- ❖ The SBI reserves the right to accept or reject any offer at any stage without assigning any reasons thereof.
- ❖ Only authorized representative on behalf of offerer, carrying authority letter or power of attorney with him/ her along with photo ID and address proof shall be allowed to attend any meeting/ offer opening.
- ❖ No offerer/ representative shall be allowed to attend the meeting/ offer opening with mobile phones.

IMPORTANT POINTS OF PARAMETERS -

1	Type Of Building	Commercial
2	BUILT UP AREA	Built up area of 1500 to 2000 Sq. Ft. on Ground Floor only.
3	Covered Parking Space	Preferable
4	Open parking area	Adequate open parking area for customers/visitors
5	Amenities	24 hours potable water supply facility, Electricity, Generator power back up for essential services like lift, pump etc.
6	Possession	Ready possession / occupation
7	Open plot and other than Ground Floor	Will not be considered
8	Desired location	Located within the SHAMLAJI Nagarpalika/ village preferably in newly developed area with adequate parking facility for customers. The entire space should be on Ground floor only. The offerer shall provide space for installation and running of the generator within the compound at no extra cost to the Bank and No separate payment shall be paid for these facilities.
9	Preference	(i) Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority (ii) Ground Floor only (iii) Govt. Departments / PSU / Banks
10	Unfurnished premises	Only unfurnished premises will be considered and Bank will do the interior and furnishing work as per requirement.
11	Period of lease	Initial 5 years + option of 5 years with predetermined increase in rent @ 15 to 25% after expiry of first term of 5 yrs at the time of renewal. After 10 years, rent can be negotiated and finalized by Premises Selection Committee (PSC) so that new lease can be executed for further term of 5+5 years.
12	Selection procedure	Techno-commercial evaluation by assigning 70% weightage for technical parameters and 30% weightage for price offer.
13	Validity of offer	6 (Six) months from the last date of submission of the offer (which may be extended due to exigency)
14	Stamp duty / registration charges of Lease Deed	To be shared in the ratio of 50:50.
15	Fit out/Fitment period	60 days rent free fitment period from hand over of premises for completion of interior furnishing work by Bank

The successful bidder shall hand-over the vacant possession of the premises to the Bank 60 days before commencement of lease for carrying out interior furnishing works as per Bank's requirement. It is clarified that Bank shall not be liable for any rent/ premium etc. to the successful bidder during the aforesaid period of 60 days.

TERMS AND CONDITIONS

The entire property shall belong to same set of owners. The offerers should have clear and marketable title to the premises offered and furnish legal title report from the SBI empanelled advocate at his own cost. The successful offerer shall have to execute the lease deed as per the standard terms and conditions finalized by the SBI. **Stamp duty and registration charges of the lease deed will be shared equally (50:50) by the lessors and the Bank.** The Initial 5 years + option of 5 years with predetermined increase in rent @ 15 to 25% after expiry of first term of 5 yrs at the time of renewal. After 10 years, rent can be negotiated and finalized by Premises Selection Committee (PSC) so that new lease can be executed for further term of 5+5 years, with requisite exit clause available to the Bank only to facilitate full / part de-hiring of space by the Bank during the pendency of the lease. However such exit clause shall not be available to the Lessors. As regards increase or decrease in rents payable, increase in rent if any shall be subject to market conditions & to a maximum ceiling mentioned in the tender after initial term of 5 years is completed.

1.2 Offers received after due date and time i.e. 18.10.2024 after 15:00 PM hours shall not be considered for any reason whatsoever.

1.1 The offerers are required to submit the offer documents along with the certified ownership documents of offered premises in separate envelope super scribed on top of the envelope as Technical or Commercial as the case may be **TECHNICAL OFFER (Envelope -"A") AND PRICE OFFER (Envelope -"B")** duly filled in with relevant documents/information at the following address:

**The Assistant General Manager,
State Bank of India
Regional Business Office
1st Floor, Shivalik Complex
Nr. Railway Crossing
Petlad Road, Nadiad-387003**

1.4 All columns of the offer documents must duly filled in and no column should be left blank or filled with vague/ambiguous information. All pages of the offer documents (Technical and Price Offer) are to be signed by the offerer/authorized signatory. Any over-writing or use of white ink is to be duly authenticated under full signature of the offerer/authorized signatory. The SBI reserves the right to reject the incomplete tenders or defective tenders. The SBI also reserves right to reject any or all the tenders at any stage or to cancel the entire offer process without assigning any reasons to any offerer. The Bank shall not be liable for any payment/compensation/rent/opportunity loss etc to the offerer upon such rejection or cancellation of offer process. Bank's decision in this regard shall be final and binding on all the offerers. In case of any dispute, jurisdiction of Court in all cases shall be in Ahmedabad only till finalization of the successful offer.

1.5 There should not be any deviation in terms and conditions as have been stipulated in the tender documents. In case the space provided in the offer document for filling information is found insufficient, the offerers may attach separate sheets, duly signed by the offerer/authorized representative, after putting remark to this effect in the provided place.

1.6 The offer should remain valid at least for a period of **6 (Six) months** (which may be extended in case of exigency) to be reckoned from the last date of submission of offer i.e. **18.10.2024**. The Bank shall not be liable for any payment/compensation/rent/opportunity loss etc to the offerer upon such rejection or cancellation of offer process.

1.7 Only Technical offers will be opened on 19.10.2024 at 11:00 AM Hrs in the presence of tenderers who wish to be present in the office of

The Assistant General Manager,
State Bank of India
Regional Business Office
1st Floor, Shivalik Complex
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Petlad Road, Nadiad-387003

No separate intimation will be sent to the bidders for the same. In case, the day of opening of Technical offers is declared a holiday, the Technical Offers shall be opened on the next working day at same time or could not be opened due to unavoidable circumstances, the bidders will be informed the date and time well in time. All bidders are advised in their own interest to be present on that day at the specified time and venue.

Opening of Financial Bids:- Financial Bids of only short-listed offers will be opened. Date, Time and Venue will be informed to short-listed bidders accordingly.

1.8 The SBI reserve the right to accept or reject any or all the tenders without assigning any reason thereof.

1.9 Canvassing in any form will disqualify the offerer. No broker shall be allowed to attend any meeting/ offer opening. Only authorized representative on behalf of offerer, carrying authority letter/power of attorney with him/ her along with photo ID and address proof shall be allowed to attend any meeting/ offer opening.

1.10 The short listed offerer will be informed by the SBI on the contact details given by them over the envelope, for arranging site inspection of the offered premises.

1.11 Preference will be given to the exclusive building/floor in the building having ample parking space in the compound / basement of the building. **Preference will also be given to the premises owned by the Govt. Departments / Public Sector Units.**

1.12 Preference will be given to the buildings as well as offered premises on the main road.

1.13 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.

1.14 The details of parameters and its weightage for technical score have been incorporated in Annexure I. The selection of premises will be done on the basis of **Techno Commercial Evaluation**. Equal weightage i.e. **70% weightage** will be given for Technical parameters and **30% for Price Offer**. The score finalized by Committee of the SBI in respect of technical parameters will be final and binding on the offerers and no representation in this regard shall be entertained. The SBI may negotiate the rent with successful offerer to reduce the offered rent.

The offerer who is declared as successful in the combined result of technical and financial offers shall be required to execute lease deed in the bank's prescribed lease deed format. No request for any deviation in the terms and conditions stipulated in the draft lease deed shall be entertained.

Income Tax and other statutory clearances shall be obtained by the lessors at their own cost as and when required. All payments to the lessor shall be made by Account Payee Cheque or RTGS/NEFT.

1.15 The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. All taxes, cess, service charges shall be borne by the landlord. However, the GST, if applicable, shall be borne by the Bank. 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.

The landlord shall submit the bill to the SHAMLAJI BRANCH every month for the rent due to them indicating the GST component also in the bill separately. The bill also should contain the GSTIN number of the landlord, apart from name, address etc. of the landlord and the serial number of the bill, for the bank to bear the burden of GST otherwise, the GST if levied on rent paid by landlord directly, shall be reimbursed by the SBI SHAMLAJI, to the landlord on production of such payment of tax to the Govt. indicating name, address and the GST registration number of the landlord.

1.16 Mode of measurement for premises is as follows:

Rental will be paid on the basis of built up area (outer to outer walls) which will be jointly measured by SBI and landlord. Components/ Areas like Lift, Lift wall, Ducts, Service shafts, staircase, Balcony, Projection, Terrace, parking space, space for DG set, etc. will not be counted in built up Area. Landlord is advised to quote the rates as per Built up area while filling the price offer. **The offerer shall submit Built-up area measurement sheet along with the application/offer.** The proposals should contain the Built-up area calculations sheet.

1.17 The floor wise area viz. Ground, ~~First, Second~~, if any, etc with the corresponding rate for rent/taxes should be mentioned in the Price Offer. The number of car parking spaces and two wheelers offered should be indicated separately. Rent shall be quoted on built-up area basis only, taking into account the

parking space, area for installation of generator and VSAT etc., and no separate rent shall be paid for these facilities.

1.18 The lessor should arrange to obtain the municipal license/NOC/approval of layouts etc from Local Civic Authority/collector/town planning etc. for carrying out the interior furnishing of the premises by the Bank. Lessor should also obtain the completion certificate from Municipal authorities after the completion of interior furniture work. The required additional electrical power load of approximately **30-35 KVA** or more if required) will also have to be arranged by the lessor 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 will also have to be provided within the compound by the lessors at no extra cost to the Bank and will not be considered in rent area.

1.19 Lessor should obtain and furnish the structural stability certificate from the licensed structural consultant at his own cost. No separate payment shall be made to the landlord for this purpose. **The Lessor shall provide space for installation of V-SAT device on the terrace of the selected/ finalized premises and direct/suitable access for reaching the place for repair and maintenance. This area will not be considered in rent area and No separate payment shall be made to the landlord for this purpose.**

1.20 The lessor 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 occupation. 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 water supply should be maintained/ arranged by Landlord/ owner.

1.24 All kind of Civil work (additional / alteration) will be carried out by the owner as per advise of the Bank such as ATM Room, Toilets & Sanitary works, Store room / record room / Compactor room with 2 hr fire rated door, Stationary Room, Pantry with all accessories and doors etc. (additional / alteration) as per Bank's requirements, Cash Room with cash room door and ventilation as per Bank's specifications, server room & UPS room made up of brick work, Locker Room (RCC locker room as per Bank's guidelines) as per Bank's design and specifications however the door and ventilator shall be provided by the Bank, Rolling shutter with central lock & with toughened fixed glass and glass door at outside opening which are not to be closed with brick walls, collapsible grill door at entry, front façade including glass glazing, external ACP paneling as per Bank's design, Ramp with S.S (grade 304) railing for disabled/old people, double charged vitrified tile flooring, brickwork, plaster, inside and outside painting with acrylic emulsion paint / synthetic enamel paint / exterior apex etc., windows, safety grill over all glazings / openings, anti termite treatment 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, fire fighting work before possession by the Bank. Rent should be inclusive of all civil works.

The owner shall carry out civil, sanitary and electrical, repair/ 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).

Note- Owner of the Building is sole responsible for the construction and stability of Premises. Structural Stability Certificate by Competent Structural Engineer should be given to the Bank at no extra cost.

1.25 Interior works like loose furniture, drywall partition system, cubicles, cabins, false ceiling, AC, Lighting fixtures, Signages, Compactors for storage, Electrical wiring and proper earth-ing for interior works etc. will be done by the Bank as per requirement.

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.

1.26 Obtaining NOC from local authority regarding fire safety shall be the responsibility of the landlord. Bank shall not be responsible for this in any manner, nor any amount/ Bill shall be paid by the Bank for this purpose.

1.27 The decision to identify the successful offerer by the Bank shall be final and No correspondence will be entertained from unsuccessful offerers.

Place:

Date:

Name & Signature of lessor with seal if any

EXECUTION OF FORMALITIES BEFORE OCCUPATION

Rent starts accruing immediately on the handing over of the premises to the Bank by the landlord and the latter's acceptance of the same. Hence, before the building is taken over for occupation and payment of the rent takes effect, it shall be ensured that the following requirements are fulfilled:

a) The building is inspected thoroughly and found to be actually ready for occupation by the Bank. The work required to be carried out by the lessor who will have a bearing on the suitability of the building for occupation is complete in all respects. If the lessors' works are not completed but the rent has to be paid, the clear scope and time frame of completion of such works should be indicated in the confirmatory letter of acceptance/agreement along with a liquidated damage clause. A suitable reduction in the rental should be effected for which suitable provision should be made in the agreement.

b) The occupation certificate of the building from the local municipal authority is available for the specific usage for which the Bank will put the same, **i.e. for branches / offices-commercial usage license for the premises is mandatory**. This is particularly important when the use of the premises after Bank's leasing changes from its original use e. g. from residential apartment to commercial from residential to institutional and so on.

c) The fire safety and security requirements as per Bank's usage norms are fully met by the lessor and a certificate is available from the local fire authority said usage, wherever such certificates are mandatory for occupation of a premise e. g. in Delhi, Bombay, Calcutta, Chennai etc.

d) The planning and the installation of the additional services for which separate rental is payable like air-conditioning, additional or exclusive lift etc. are actually in process if not completed, an undertaking obtained from the landlord that these services will be completed with a time bound program. Otherwise, additional to nonpayment of rental apportionable to these services, suitable liquidated damage should also be levied, for which also provision should be made in the acceptance letter/agreement.

e) All statutory clearances from the local and government authorities are available for the leasing and use of the building e.g. Fire department's clearance, occupation certificate, Income tax department clearance. The interior work should be planned in such a manner that it is carried out along with the building finishing works so that the whole interior is finished along with completion of the construction of the premises and the same could be occupied and used immediately afterwards. Loose furniture can be obtained either from the existing office/branch or procured if and as required, well within the construction period in such cases.

f) Landlord has to bear the cost of tang bars if pucca strong room is being constructed as per specifications of RBI guidelines.

DETAILS OF OFFER SUBMITTED FOR LEASING PREMISES

With reference to your advertisement in the _____ dated _____ I / We hereby offer the premises owned by us for housing your branch / office on lease basis: (A Copy of the Plan of the building with clearly earmarked portion of the building being offered to the Bank is enclosed. The desired information are given as under):

A	GENERAL INFORMATION	
i	Name of the Landlord/Owner	
ii	Mobile Number	
iii	E-mail address	
iv	Location of the premises offered	
v	Floor of the premises offered (Ground Floor only)	
vi	Name of the Building	
vii	Door No.	
viii	Name of the Street	
ix	Name of the City/Town	
x	PIN Code	
B	TECHNICAL INFORMATION	
i	Building – Load Bearing or Framed structure	
ii	Type of Building (Commercial/Residential/Institutional/Industrial)	
iii	Number of floors	
C	STATUS OF PREMISES	
i	Building ready for occupation (Yes/No)	
ii	If no, how much time will be required for occupation	
iii	Built-Up-Area of the offered premises	

D AMENITIES AVAILABLE		
i	Electric power supply and sanctioned load for the floors offered in KW (Mentioned) (Yes/No)	
ii	Running Municipal Water Supply (Yes/No)	
iii	Whether plans are approved by the local authorities (enclose copies) (Yes/No)	
iv	Whether NOC from the department has been received (Yes/No)	
v	Whether BU Permission/Occupation certificate has been received (enclose copy) (Yes/No)	
vi	Whether direct access is available from the main road (Yes/No)	
v	Whether captive power (Gen Set) supply is available (Yes/No)	
vi	Whether fully air conditioned or partly air-conditioned (Yes/No)	
vii	Whether lift facilities are available (Yes/No)	
viii	No. of car parking/scooter parking which can be offered exclusively to the Bank (Yes/No)	
ix	Mention the list of any other amenities provided	
x	Any additional information	

Enclosure:

- i) Copy of approved plans
- ii) Location Map / Google Location
- iii) Copy of property document/Title Clearance Report
- iv) Copy of BU Permission / occupancy certificate
- v) Photo of the offered premises

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 of Civil works as per Tender, Bank's specifications and requirements etc. complete.

I will hand over the possession of the building after getting it constructed / renovated as per Bank's requirements. The rent will be released from the date of physical possession of the building complete in all respects to the entire satisfaction of the Bank.

Signature of owner

Name :

Address:

Mobile Number:

Place:

Date:

ANNEXURE – I

PREMISES REQUIRED ON LEASE

Parameters based on which technical score will be assigned by SBI.
(NOT TO BE FILLED BY THE PROSPECTIVE LANDLORD)

Hiring of Commercial Building with Built up area of **1500 to 2000 Sq. Ft. on Ground floor only acceptable**, located within the **SHAMLAJI** Village, newly developed area.

Name of the Firm:

	Parameters	Actual situation	Total Marks	Marks obtained
1	Built up area as per requirement	Built up area in the range of 1500 sq.ft to 2000 sq.ft.: 10 Beyond range : 0	10	
2	Premises location	On Main road : 10 Inner side road: 05 Others : 0	10	
3	Premises on Ground floor	On Ground Floor : 20 Others : NA	20	
4	Frontage	>= 50 feet = 10 >= 40 feet = 05 < 30 feet = 00	10	
5	Building Use Permission	Available : 05 Not available : 00	5	
6	Parking space	Availability of parking as specified : 05 Availability of parking less than as specified: 03	5	
7	Age of building	1. Newly constructed within 01 year : 05 2. Constructed within 01-05 years : 02 3. Building older than 05 years : 00	5	
8	Surrounding of building	Adequate natural light and ventilation : 05 In-adequate natural light and ventilation : 00	5	
9	Ambience, convenience and suitability of premises as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	15	
10	suitability for Business potentiality, as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	15	
	Total		100	

Example for evaluation of proposals:

The example to calculate most successful offerer based on marks given on each of the above parameters is as follows:

Total marks 100.

Three premises short listed- A, B, & C.

They get following marks

A-78; B-70; C-54

Convert them to percentiles

$$A : (78/78)*100= 100$$

$$B : (70/78)*100 =89.74$$

$$C : (54/78)*100=69.23$$

Now that technical offers are evaluated, financial offers can be opened.

Financial quotes for three premises are as follows:

A : Rs 70 per sqm for Built up area

B : Rs 60 per sqm for Built up area

C: Rs 50 per sqm for Built up area

As C is lowest, to work out percentile score, following will be the calculation:

$$C : (50/50)*100 = 100$$

$$B:(50/60)*100 = 83.33$$

$$A:(50/70)*100= 71.43$$

Since proportion of technical to financial score is specified to be 70:30, then final scores will work out as follows:

$$A:(100 \times 0.70) + (71.43 \times 0.30) = 91.43$$

$$B:(89.74 \times 0.70) + (83.33 \times 0.30) = 87.817$$

$$C:(69.23 \times 0.70) + (100 \times 0.30) = 78.46$$

Therefore Most successful offerer shall be 'A' and Bank may invite 'A' for further negotiation.

(PART OF TECHNICAL BID) PREMISES REQUIRED ON LEASE

GENERAL SPECIFICATIONS FOR CONSTRUCTION, ADDITIONS, ALTERATIONS OF A BRANCH BUILDING TO BE CARRIED BY OWNER ON HIS OWN EXPENSES AND OTHER TERMS & CONDITIONS

SPECIFICATIONS:

- ❖ Building will consist of R.C.C. framed structure with first class construction & all peripheral walls will be 23 cm. thick.
- ❖ All partition walls will be 11.5 cm. thick and will have 6mm steel @ third course.

Floor finish

- ❖ Banking hall / B.M.'s room / toilets / canteen / locker / system/conference – double charged vitrified tiles/granite of approved shade, duly covered with POP & polythene to avoid damage from interior works.
- ❖ Inside other rooms-double charged vitrified tiles.
- ❖ Open area-kota stone/cement concrete pavers.

Wall finish

- ❖ Internal-plastic emulsion/oil bound distemper /enamel paint of approved shade / make.
- ❖ External-waterproof cement paint-apex or stone cladding or front structural glazing as per case.
- ❖ M.S.grill for windows-16mmsquarebars@7.62cm.c/cbothwaysinframe, withopenable window for air-conditioners/desert coolers.
- ❖ Main entry & exit to have rolling shutter & collapsible grill gate.
- ❖ Building should have floor to ceiling height approx. 3.10m.
- ❖ Intoilets,pantry&drinkingwaterareawalltiles of approved make/shade upto full height will be fixed.
- ❖ All sanitary & C.P. fittings will be of approved make as per Bank's approval.
- ❖ In case of non-currency chest branch, cash and locker room will have iron collapsible door & double flanged iron sheet door (size-4'x7').
- ❖ In case of other doors, it shall have wooden chukhats with 38mm block board shutter doors with approved laminated both side.
- ❖ Only in case of RCC strong room & RCC locker room, door & ventilator will be supplied by Bank, otherwise all other doors will be provided by owner.
- ❖ All rooms are to be provided with suitable openings for ventilators/exhaust fans (12"x12").
- ❖ For currency chest branch, the chest strong room specifications will be "AA" category of RBI specification.
- ❖ For cash room (non-currency chest branch) it will be constructed with 9 inches thick brick walls, duly plastered and encasing of safes/lockers.
- ❖ Pantry will have granite top platform 2 feet wide with steel sink.
- ❖ Electrical wiring and fixtures are to be provided as per Bank's standard specifications/electrical engineer direction.
- ❖ False ceiling (Gypsum false ceiling or AMF false ceiling as advised by the bank may be carried out as per Bank's requirement and Bank's approved drawings)
- ❖ In case of non-currency chest branch, safe will be embedded with RCC in cash room.
- ❖ Cash safe Room / Locker room specifications are as follow:-
- ❖ Walls : RCC 1: 1.5: 3, 30 cm thick with steel reinforcement 16 mm dia. rods placed vertically and horizontally at 15cm (6") centre to centre in two rows, staggered centrally and placed along both faces of the walls with a clear cover of 40 mm on either side.
- ❖ Floor : RCC 1: 1.5: 3, 15 cm (6") thick with reinforcement same as above, over the existing PCC flooring in ground floor and over the existing RCC slabs in upper floor, total thickness should be 30 cm. The strength of the slabs in such cases will have to be checked to allow for the additional dead load and super imposed load.
- ❖ Roof/Ceiling : RCC 1: 1.5: 3, 30 cm thick with reinforcement same as above. (Where it is not possible to provide the RCC slab as specified, RCC 1:1.5:3, 15cm thick slab with reinforcement same as above to be provided below the existing RCC ceiling slab leaving a gap in between the slabs or the the existing RCC

ceiling slab is fortified with MS Grills consisting of 20mm rods spaced @75mm centre to centre both ways in MS angle frame work all around below the slab.)

- ❖ Construction of following rooms with 230mm thick brick as per the layout plan: Record room, UPS room, wash rooms(Gents & Ladies), e-corner room, Flooring-vitrified tile 600mm x 600 mm /800mm x 800mm of somany: Jhonson&Jhonso, Morbonite, crown snow, NITCO: vintage pearl skirting – same floor tile, Entrance opening : clear opening size : 8’ wide and 8’ high, Entrance gate for branch & e-corner: standard MS Rolling Shutter with double locking system in the external and standard collapsible grill gate. Collapsible gate size shall be 8’ wide and 8’ high with locking system
- ❖ In case of Locker room: A void to be left on top of roof or bottom floor, if upper or lower floor is not in the Bank’s possession where it is not feasible to provide RCC slab as specified, the ceiling may be fortified with MS grills consisting of 20 mm iron rods spaced 75 mm centre to centre in angle iron frame work.

Above specifications are subject to vary as per actual site condition & as per recommendation of SBI.

Other Terms &Conditions:

- ❖ Owner shall engage qualified Architect/Engineer for complete planning/supervision of construction etc.
- ❖ ATM room, stationary, record room, pantry, toilets (Gents & Ladies), strong room or cash room, locker room, ramp for physically challenged etc. to be constructed as per layout plan approved by Bank and expenditure in this regard will be borne by owner. Floors are to be structurally strengthened to sustain additional live load of approx. 15-20 ton on account of lockers /cash safes.
- ❖ Stamp Duty& registration expenses to be shared equally @ 50:50 basis by Bank & Owner.
- ❖ Rent will be based on actual Carpet area to be measured jointly after completion of civil works in all respect.
- ❖ Title / Owner ship proof should be clear& lease will be executed as per Bank's standard format.
- ❖ Possessionofpremiseswillbetakenaftercompletionofallworksasperlayoutplan/as per specifications enumerated, after production of “NOC” from Competent Authority, all certificates from architects etc. as mentioned below.
- ❖ All taxes & service charges except GST to be borne by owner. GST if applicable will be reimbursed by Bank.
- ❖ Owner will arrange required electrical load from electricity authority.
- ❖ Periodical maintenance of building to be done by owner.
- ❖ Followings to be furnished by owner through architect engaged by them, before possession of premises is taken by Bank-
- ❖ Structural Suitability Certificate of premises.
- ❖ Carpet area Statement / Certificate.
- ❖ Completion Certificate as per plans/specifications provided by Bank.
- ❖ “NOC” from Civic Authority for commercial use of premises.
- ❖ Suitable space to be provided for staff parking, public parking& generator set (no rent will be given by Bank for this area). Generator set will not be placed on branch front.
- ❖ SuitableplacetobeprovidedfordisplayofBank’ssignboards,hangingofoutdoorunit ofairconditionersandV-Satwithmonkeycageonrooftop(norentforthisfacility).
- ❖ Twenty-four hours un-interrupted water supply arrangement to be made by way of underground / overhead tank & submersible pump exclusively for Bank.
- ❖ BuildingplanstobegotclearedfromLocalCivicAuthorityForBank’scommercial use, in case of new construction.
- ❖ Bank will have separate & exclusive access to Branch from main road.

Signature of owner of Building (In Token of Acceptance of Above)