

उत्तर प्रदेश ग्रामीण बैंक

Uttar Pradesh Gramin Bank

क्षेत्रीय कार्यालय – ठाकुरद्वारा

INVITATION FOR OFFER

Premises :- Uttar Pradesh Gramin Bank regional office Thakurdwara invites proposals / offers in two bid system from owners having clear and marketable titles over land and built-up property, having carpet area of 1500 sqft (+/- 15%) for acquiring premises for shifting of our Thakurdwara Main Branch on lease / rental basis with all facilities including 02 toilets (separate for women).

Preference shall be given to offers from public sector units/bank's / undertakings and government departments.

Location :- Location of premises should be within 01 km radius approx from existing premises. Premise should be ready for possession within a period of 03 months from the date of finalizing tender. The premises shall be located preferably on the ground floor with parking facility and if it is not possible, it shall be on the first floor subject to availability of functional lift. The premises shall have an independent access / direct access from the road and not through some other establishment.

Prebid meeting :- A Pre-Bid Meeting will be held on 01-09-2025 at 12:00 PM, during which prospective bidders may seek clarifications on the tender documents and the bidding process.

Submission Guidelines - Bidders are required to submit their offers in two separate sealed envelopes: one containing the **Technical Bid (TB)** and the other containing the **Price Bid(PB)**. Both envelopes must be placed inside a single outer sealed envelope. The outer envelope must clearly mention the bidder's details and the tender reference details.

Offers in two sealed envelopes in conformity with two – bid system should contain the following details.

Envelope – 1 Marked "Technical bid" :- should contain full technical details viz. as per annexure – III. No indication as to price aspect be given in **technical bid (TB)**

Envelope – 2 Marked "Price Bid" :- **Price Bid (PB)** should contain strictly financial details viz. rates per sqft/per sqmtr. on carpet area, as per annexure – IV. Carpet area (as per IS code 3861-2002) shall exclude staircase, corridor and passage, porch, shaft and machine rooms for lifts, air-conditioning duct, loft, built-in wardrobes & shelf, intermediate pillars/columns, partition & wall and other obstructions, verandahs balcony, bathrooms and lavatory etc.

Conditions for Rejection of Bids - No indication as to price aspects or financial stipulations be given in the Technical bid. Any offers/bid received with any sort of condition will be rejected and the financial bids of such bids will not be opened. The price bid shall contain nothing but price aspects of premises without any conditions. Both the

क्षेत्रीय कार्यालय ठाकुरद्वारा : प्रथमा भवन, रामगंगा विहार फेज -2 , मुरादाबाद – 244001

Regional Office Thakurdwara : Prathama Bhawan, Ramganga Vihar Phase -2, Moradabad - 244001

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covers shall be clearly marked with the advertisement reference/ description and applicant name and address. Offers/ bids received after the specified last date shall not be considered.

Evaluation :- first Technical bid will be opened and after opening, offers shall then be scrutinized, clarification on technical aspects, be called in writing from the offerers whose offers are prima – facie found as per Bank's requirements. Discussions, if needed, be held with such offerers with regard to the conditions and other technical aspects. the bids/offers will be evaluated giving weightages to the qualitative aspects in various parameters like location, floor, parking space, exclusivity, nearby surroundings, proneness to water logging, flood etc. quality of construction, efficacy of internal layout of building in complex etc. offerers must ensure that no violation has taken place in construction.

Technical bids (TB), which will found suitable will be proceed further for price bids (PB). The price bids be opened only in the event of minimum two technical bids are found suitable.

L-1 (lowest one) in respect of offer for leased / rental premises will strictly be decided on rental rate in terms of per square meter per month (PSMPM) (or per square feet per month (PSFPM) if quoted so) only and not on the basis of monthly outgo.

If two or more bidders are found to be lowest quoted by quoting same financials, revised quote in sealed envelope be obtained from such bidders to ascertain L-1 bidder.


Taxes :- taxes (property, municipal etc. other than GST) and service charges which be borne by the landlord.

Initial period of lease :- lease period will be 10 years.

Offer validity :- Offers should be valid for a minimum period of 120 days from the last date of submission. No brokerage shall be paid. Both the sealed covers marked as Technical Bid (TB) & Price (PB) superscribing advertisement reference and applicant name & name & address be put in one sealed cover addressed and submitted to The Regional Manager, Regional Office Thakurdwara address – Prathama Bhawan, 2nd floor, Ramganga Vihar Phase-2, Moradabad, On or before 16-09-2025, 02: 00 PM.

Any decision taken by Bank at any point of time in connection with this process shall be final and conclusive and no calim or dispute from any quarter in that regard shall be entertained.

Date : 25-08-2025


Regional Manager



ANNEXURE – III

TECHNICAL BID FORMAT

1	NAME OF OWNER	
2	TELEPHONE NO./ MOBILE NO	
3	COMPLETE ADDRESS OF SITE / PREMISES OFFERED	
4	COPY OF OWENERSHIP PROOF (ATTACH COPY)	
5	FLOOR OFFERED WITH DETAILS OF CARPET AREA. QUOTE TO BE IN CARPET AREA AND NOT ANY OTHER AREA	
6	YEAR OF CONSTRUCTION	
7	WHETHER SAID PROPERTY HAS MUNICIPAL APPROVAL FOR COMMERCIAL USE. (ATTACH COPY)	
8	DETAILS OF SANCTIONED PLAN (COPY TO BE FURNISHED ON DEMAND)	
9	DETAILS OF COMPLETION / OCCUPATION CERTIFICATE (COPY TO BE FURNISHED ON DEMAN)	
10	WHETHER THE COLONY IS FINALLY APPROVED BY GOVT. (SUBMIT THE PROOF)	
11	SPECIFICATION OF INTERNAL FINISHES	
12	AMENITIES	
13	ELECTRICAL LOAD	
14	WATER SUPPLY CONNECTION	
15	TYPE OF STRUCTURE – RCC / LOAD BEARING	
16	PARKING AVAILABILITY	
17	V-SAT ANTENNA SPACE	
18	DISTANCE FROM RAILWAY / STATION ETC.	

CARE :

- No indication as to price aspect be given in Technical Bid.
- Technical bid and financial bid are to be submitted in separate sealed covers marked as TB & FB superscribing advertisement reference, name of the applicant and address of the applicant.
- Both the sealed covers (TB & FB) be put in one sealed cover marked as offer for premises at Thakurdwara.

SIGNATURE



ANNEXURE - IV

PRICE BID FORMAT

1	FULL NAME OF OWNER	
2	LOCATION OF PREMISES	
3	RENTAL RATE PER SQFT OF CARPET AREA. QUOTE TO BE IN CARPET AREA ONLY AND NOT ANY OTHER AREA. ONLY GROUND FLOOR PREMISES TO BE OFFERED) PER SQFT. PER MONTH (INCL OF TAXES)	
4	MUNCIPAL TAXES. TO BE BORNE BY LANDLORD INVAIABLY	
5	TAXES INCLUDING REVISION IN FUTURE TO BE BORNE BY LANDLORD INVARIABLY . PLEASE NOTE THAT MUNCIPAL TAXES / CESS /SERVICES TO BE BORNE BY LANDLORD. SERVICE CHARGES LIKE SOCIETY CHARGES, MAINTENANCE CHARGES TO BE BORNE BY THE BANK.	
6	OTHER CHARGES LIKE SOCIETY CHARGES / MAINTENANCE CHARGES / CHARGES FOR AMENITIES (PLEASE QUANTIFY)	
7	GOODS & SERVICE TAX (GST) ON RENT (TO BE BORNE BY WHOM)	
8	PERIOD OF LEASE	
9	DESIRED ENCHANCEMENT IN RENT	
10	COST OF EXECUTION OF LEASE DEED TO BE SHARED IN PROPORTION	50:50
11	INTEREST FREE RENT ADVANCE REQUIRED , IF ANY	
12	LOAN AMOUNT REQUIRED FOR CONSTRUCTION / RENOVATION OF PREMISES. IF ANY	
13	ANY OTHER CONDITION, IF ANY.	

SIGNATURE

