

## PREMISES REQUIRED

Bank desires to take premises on rent preferably on ground floor. The premises is required for opening of our following branch.

Chandigarh in any sector 800-1000 sq.ft.

The details may be collected from Bank's site [www.uco.bank.co](http://www.uco.bank.co) The last date for submission of application in sealed cover on prescribed format is 17.04.2015

ZONAL HEAD

ANNEXURE 2(a)

REQUIREMENT OF OFFICE/BRANCH PREMISES

Offers in sealed covers on prescribed format are invited from the interested parties, who are ready to lease out (on long terms preferably for 10/15 years or more) in their readily available premises in-----area at the following requisite details.

Branch/office	Preferred location	Carpet area
-----	Near main road	800—1000SQ.FT
CHANDIGARH	ANY SECTOR	

The following terms and conditions, should be complied with, while submitting the offer for the proposed premises:

Applicant will be required –to provide proof of ownership along with application and (ii) NOC for opening of bank ATM from competent authority at their own cost at the time of finalization.

The offerer must have a clear title of the property.

Premises should be preferably be located on ground floor. There could be few exceptions like premises in Malls, shopping centre etc. where infrastructure facilities like lifts, escalators are available.

The premises must be suitable from the security point of view of and have all basic amenities such as adequate sanitary arrangement water and electricity, natural light and ventilation.

The premises structure should be strong enough to bear the weight of strong room, strong room doors, safe & locker cabinet. Construction for strong room as per Bank, s specification should be done by the landlord.

The offerer will have to execute Bank's standard lease deed and bear the cost of execution and registration of lease deed.

The offerer should bear all the taxes, non conforming/misuse charges, cesses etc. if imposed, related to the premises.

The offerer is to provide space for generator set and parking space free of cost.

The offerer is to provide three phase power connection with minimum power load required for Bank.

The sealed cover containing the offer should be marked as “offer of premises for UCo Bank and it should also bear the name, address and contact number of the offerer on the envelop. The offer as above should be submitted in bank’s Zonal Office, SCO 55-56-57 Sector 17 Chandigarh within prescribed time schedule. No offer after the closing date will be entertained.

The Bank reserve the rights to accept or reject any or all offerers without assigning any reasons whatsoever.

No brokerage will be paid by the Bank.

Zonal Manager

Encl-Details of formalities and documents required for premises

Detail of formalities(Advertisement dated)

Submit your offer in enclosed form in a sealed cover. Please ensure to submit the same to our office latest by 17.04.2015

While filing the quotation forms, please ensure to follow below mentioned instructions

Submit copy of ownership document alongwith letter of offer.

You have to submit copy of NOC from competent authority

Fill up all the information asked for in the enclosed form itself.

The form should be put in an envelope and the envelope duly sealed should be superscribed with “offer of premises for UCO Bank”

The envelops should also bear the name and address, phone no. of the offerer

The cover duly sealed should be addressed to the Zonal Manager, Zonal Office.  
SCO 55-56-57 ,SECTOR 17-B CHANDIGARH

Please note that quotation submitted in other format/paper will not be entertained by the Bank and such offers will be liable for rejection. Bank reserves the right to accept any offer and reject any/all offers without assigning any reason.

ANNEXURE 3

Part I-Technical Bid for-----

Zonal Manager  
Zonal Office  
Chandigarh

Dear Sir,

The details of space which I/we offer to lease out to the Bank areas under-

Name of owner/s -

Share of each owner,if any  
Under joint ownership

Location-

- a-Name of the building
- b.No.of street
- c.Ward/Area

Building

- 1.Type of bldg.(residential/commercial/industrial/mixed-attach prop)
- 2.Size of plot.....sq.ft.front road width.....sq.ft.
- 3.Type of building(;pad nearomg/RCC/framed structure
- 4.Clear floor height from floor to ceiling
- 5.Rentable carpet areaoffered to Bank  
Ground floor...../first floor(in exceptional cases)
- 6.Specification of construction-
  - 1.Floor
  - 2.Roof
  - 3.Walls
  - 4.Doors and windows
  - 5.Are MS grills provided to window Yes/No

Running water facility available-Yes/No

- 1.Sanitary facilities available-Yes/No

2.Electricity supply with separate meter available Ye/No

3.Parking facility----Yes No

I/We agree to execute lease deed in Bank's standard format.

My/our offer will be valid for next three months from date of offer

Signature of the offerer

Name-----

Address.....

.....

.....

Contact NO.

Date

Place

ANNEXURE 4

PART II FINANCIAL BID FOR-----

Zonal Manager,  
Zonal Office,  
Chandigarh

Dear Sir,

I/we offer to lease my/our space in the premises located at...Chandigarh  
Any sector .....

.....

...

(other details of which are given in part I)as following rate

Floor	Carpet area	Rate	Total rent pm
Ground floor			
First floor			

I/We agree to-

1. Execute lease deed in Bank's standard format
2. Bear all the taxes and cesses related to the concerned premises
3. Bear the cost of execution and registration of lease deed
4. To lease the premises in favour of Bank for.....years plus.....option of.....years each with.....% increase in rent at each option

My/our offer will be valid for next three months from the date of offer.

Signature of the offerer

Name.....

Address.....

Place-

Date

Note-Carpet area will not include the following

1.Common area shared with other co-tenant

2.Areas covered by weazlls,pillars

3.Space covered by toilets,staircase,uncovered verandah,corridor and passge.

## PREMISES REQUIRED

BANK DESIRES TO TAKE PREMISES ON RENT PREFERABLY ON GROUND FLOOR,THE PREMISES IS REQUIRED OF OUR FOLLOWING BRANCH

Chandigarh-

800----1000 sq.ft.

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THE DETAILS MAY BE COLLECTED FROM BANK'S SITE [WWW.UCO.BANK.CO](http://WWW.UCO.BANK.CO) THE LAST DATE FOR SUBMISSION OF APPLICATION IN SEALED COVER ON PRESCRIBED FORMAT IS 17/04/2015

ZONAL MANAGER



Rent-floor wise rent payable at the following rates i.e.

Floor	Carpet area	Rent rate per sq.ft.
Basic rent		
Services if any		

With effect from-----

Of handing over vacant possession after completion of the construction,repairs,renovation,additions,payable within 7<sup>th</sup> working day of succeeding calendar month. For services like a/c,the respective services rent will be payable from the date of the service is available.

- a) -----years certain from the date of handing over vacant possession after completion of construction,repairs,renovation,additionsalterations etc.with a further period of-----year at your option with-----% enhancement in rent for the option period
- b) In case I/we fail to discharge the entire loan to be granted by the Bank for constructions/repairs/renovation/addition of the premises alongwith interest within the agreed period of lease, I/we3 agree for further extension of lease at the same rental rates, as will be paid at the time of expiry of agreed lease period, till the loan with interest is cleared in full. This is with the out prejudice to the rights of the Bank to recover such outstanding by enforcement of the security of by other means such as may be deemed necessary by the Bank.
- c) You are,however,at liberty to vacate the premises at any time during the pedency of lease by giving three month's notice in writing,without paying any compensation for earlier termination.

**TAXES/RATES**

All existing and enhanced municipal taxes,rates and ceases will be paid by me/us.

**Maintenance/repairs**

Bank shall bear actual charges for consumption of electricity and water, I/we undertake to provide separate electricity/water meters for this purpose.

All repairs including annual/periodical white washing and annual/periodical painting will be got done by me/us at my cost. In case,the repairs and/or white/colour washing is/are not done by me as agreed now,you will be be

at liberty to carry out such repairs white/colour washing, etc. at our cost and deduct all such expenses from the rent payable to us.

Rental deposit-You have to give us a sum of Rs.-----being the advance rent deposit for-----months which will be refunded to you at the time of vacating the premises or you are at liberty to adjust the amount from the last 3/6 month's rent payable by me/us by you before you vacate (applicable only where no loan component is involved)

Loan-

I/we may be granted a loan of Rs.----- (Rupees----- only) that may be sanctioned as per the norms of the Bank, which will be cleared with interest within the period of lease and also to undertake to repay the loan by adjusting the monthly rent as per the stipulation of the Bank. The estimated cost of the construction/renovation is-----

Further, I/we undertake to offer the land and building as security for the loan granted for the construction of the building

Lease deed/registration charges-

If you require, I/we undertake to execute an agreement to lease/regular lease deed, in your favor containing the mutually accepted/sanctioned terms of lease at an early date. I/we undertake to bear the charges towards stamp duty and registration charges for registering the lease deed on the basis 50:50 between the Bank and me/us

Declaration

I/we am/are aware that, the rent shall be calculated as per the carpet area which will be measured in the presence of landlord and Bank officials after completion of the building in all respects as per the specification/requirement of the Bank.

The concept of carpet area for the rental purpose was explained to me/us and clearly understood by me/us, according to which the area occupied by toilets, staircase, pillars, service shafts more than 2m sq. in area, balcony, common passage, a/c plant room, walls and other uncovered area, would be excluded for arriving at rental payment,

The following amenities are available in the premises or I/we agreeable to provide the following amenities.

The strong room will be constructed strictly as per the Bank's specifications and size. Strong room door, grill gate and ventilators are to be supplied by the Bank.

A partition wall will be provided inside the strong room segregating the locker room and cash room.

A lunch room for staff and stock room will be provided as per the requirement/ specification of the Bank. A wash basin will also be provided in the lunch room.

Separate toilets for gents and ladies will be provided.

A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.

Entire flooring will be mosaic and walls distempered.

All window will be strengthened by grills with glass and mesh doors.

Required power load for the normal functioning of the Bank and the requisite electrical wiring or points will be provided.

Continuous water supply will be ensure at all times by providing overhead tank and necessary taps . Whereever necessary, electric meter of required capacity will be provided.

Space for displaying of Bank's sign board will be provided.

Required number of pucca morchas for security purpose will be provided as per Bank's specifications.

Electrical facilities and additional points(light fans power) as recommended by the bank will be provided.

I/we declare that I am we are the absolute owner of the plot/building offered to you and having valid marketable title over the above.

The charges/fee towards scrutinizing the title deeds of the property by the Bank's approved lawyer will be borne by me/us.

You are at liberty to remove at the time of vacating the premises, all electric fitting and fixtures ,counters safe deposit lockers,cabinet,strong room door,partition and other furniture put up by you.

I my/our offer is acceptable I/we will give you possession of the above premises on-----

I/we further confirm that this offer is irrevocable and shall open for-----  
-days from the date here of,for acceptance by you.

Yours faithfully,

Owner(s)

Place

Date

