

UCO BANK
ZONAL OFFICE, PATNA
REQUIREMENT OF BRANCH PREMISES

Offers in two separate sealed covers containing technical details and financials details on prescribed format are invited from the interested parties, who are ready to lease out (on long terms preferably for 20-25 years or more) their readily available premises **in Municipal area around J.L. Road** at the following places with the following requisite details.

Branch	Preferred Location	Carpet Area (sft.)
	At J.L. Road in and around existing branch premises	3500 Sq.ft of carpet area (carpet area of 1500 Sq.ft for branch preferably at ground floor or first floor & for Currency Chest carpet area of 2000 Sq.ft on ground floor only.

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

- Application will be required : (i) 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 to the property.
- Premises should be located on ground floor.
- The premises must be suitable from the security point of view and have all basic amenities such as adequate sanitary arrangements, 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 & Lockers Cabinet. **Construction of Currency Chest Strong Room (Vault Class "AA") as per Technical Specification of Reserve Bank of India guideline as well as 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, Toilets and Parking space free of cost.**
- The offerer is to provide three-phase power connection with minimum power load of 20KVA for the purpose.

The cover containing technical detail should be marked envelope no. 1 and super scribed with Technical Bid and the cover containing financial details should be marked as envelope no. 2 & super-scribed with Financial Bid. Both these covers duly sealed should be put up in the third cover super scribed with "Offer of Premises for UCO Bank" and it should also bear the name, address and contact number of the offer on all the three envelops. The third cover duly sealed should be addressed to the Zonal Manager, UCO Bank.

The offer as above should be submitted in the bank's prescribed format only which may be obtained from Zonal Office, Patna or downloaded from Bank's website.

The Bank reserves the rights to accept or reject any or all offers without assigning any reasons whatsoever.

No brokerage will be paid by the bank.

Zonal Manager
 Patna Zone

Encl: Details of formalities and documents required for premises.

Part-I form for Technical Bid

Part-II form for Financial Bid



Details of formalities and documents required for premises

(Advertisement dated)

- Submit your offer in enclosed quotation form in two separate sealed covers. Please ensure to submit the same to our office latest by **15.02.2018**.
- While filing the quotation forms, please ensure to follow below mentioned instructions :
 - ❖ Submit copy of ownership document along with technical Bid.
 - ❖ You have to submit copy of "NOC" from competent authority.
 - ❖ Fill up all the information asked for in the enclosed form itself.
 - ❖ Do not quote rent/sale price anywhere in Part-I of the form.
 - ❖ In case you desire to stipulate any term and condition, the same should be mentioned in Part I of the form.
 - ❖ Each part should be kept in a separate cover and the cover containing technical details should be marked "**Envelop No.1- Technical Bid**" and the cover containing financial details should be marked "**Envelope No.2 - Financial Bid**". Both these covers, duly sealed, should be put in a **3rd cover super scribed with "Offer of Premises for UCO Bank"**.
 - ❖ All the three envelopes should also bear the name and address, phone no./mobile no. of the offerer.
 - ❖ Separate applications as per prescribed performa, duly filled, signed & sealed, be submitted in respect of each offer. This is applicable for both the bids i.e. Technical & Financial e.g. if any offerer is interested for two offers, he/she/they should submit two separate sealed cover each for Technical & Financial bids (2 nos. for Technical & 2 nos for Financial Bids) and do the needful as described.
 - ❖ The 3rd cover, duly sealed, should be addressed to the **Zonal Manager, UCO Bank, Zonal Office, Maurya Lok Complex, 4th Floor, Block "A", New Dak Bungalow, Patna-800001, Phone no. 0612-2233923.**

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.

Encl. **Quotation form in two parts.**



PART – I: TECHNICAL BID FOR

Zonal Manager
 Zonal Office,
 UCO Bank, Maurya Lok Complex,
 4th Floor, Block "A", New Dak Bungalow,
 Patna-800001,
 Phone no. 0612-2233923

Dear Sir,

The details of space which i/we offer to lease out to the Bank are as under:

1. Name Of owner/s :
2. Share of each owner, if :
Under joint ownership
3. Location :
a) Name of the building :
b) Number of street :
c) Ward/Area :
4. Building
a) Type of bldg.: (Residential/Commercial/Industrial/Mixed: Attach proof)
b) Size of Plot:sft,, Front Road Width :ft,
c) Type of building (Load bearing/RCC/framed structure)
d) Clear floor height from floor to ceiling:
e) Rentable Carpet area offered to Bank
Ground Floor / First Floor (in exceptional cases)
f) Specification of construction
1) Floor
2) Roof
3) Walls
4) Doors and Windows
5) Are M.S. Grills provided to windows? Yes/No
g) Running water facility available Yes/No
h) Sanitary facilities available Yes/No
i) Electricity supply with separate meter available Yes/No
j) Parking facility Yes/No.
5. The following amenities are available in the premises or I/ we agreeable to provide the following amenities: (Strike out whichever is not applicable).
i) The strong room will be constructed strictly as per Reserve Bank of India as well as the Bank's specifications and size. Strong room door, grill gate and ventilations are to be supplied by the Bank.
ii) A partition wall will be provided inside the strong room segregating the locker room and cash room.
iii) A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.
iv) All windows will be strengthened by grills with glass and mesh doors.



Contd.....

- v) Required electrical power load for the normal functioning of the Bank and the requisite electrical wiring or points will be provided wherever necessary electrical meter of required capacity will be provided.
- vi) Electrical facilities and additional points (AC, Lights, fans-power) as recommended by the Bank will be provided.
- vii) Continuous water supply will be ensured at all times by providing overhead tank and necessary taps.
- viii) Separate toilets for Gents and ladies (Branch as well as CC) will be provided.
- ix) Space for displaying of Bank's sign Board will be provided.

6. Declaration:

- a) 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.
- b) The charges/fees towards scrutinizing the title deeds of the property by the Bank, approved lawyer will be borne by me/us.
- c) You are at liberty to remove at the time of vacating the premises, all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.
- d) If my/our offer is acceptable, I/we will give you possession of the above premises on

I/we agree to execute Lease Deed in Bank's standard format.
My /Our offer will be valid for next three months from the date of offer.

Signature of the offerer
Name:
Address:

Contract No. :
(Must be mentioned on envelope)

Place:
Date:



**PART-II – FINANCIAL BID FOR.....
(MUST BE MENTIONED ON ENVELOPE ALSO)**

Zonal Manager
Zonal Office,
UCO Bank, Maurya Lok Complex,
4th Floor, Block "A", New Dak Bungalow,
Patna-800001,
Phone no. 0612-2233923

Dear Sir,

I / we offer to lease my /our space in the premises located at

.....
(Other details of which are given in Part-I) as following rate:

Floor	Carpet area (In sq.ft.)	Rate (Rs. Per sq.ft.)	Total rent Per month.(Rs.)
Ground floor			
First floor			

I/we agree to:

- Execute Lease Deed in Bank's standard format.
- Bear all the taxes and cesses related to the concerned premises.
- Bear the cost of execution and registration of lease deed.
- To lease the premises in favour of Bank for more than two terms i.e (A) 10 years of initial period + 5 years first option period + 5 years of second option period + 5 years of third option period each with 15% to 20% (maximum) increase in rent at each option.

Any other terms and conditions (Please specify)

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 followings:

- Common areas shared with other co-tenants.
- Areas covered by walls, pillars.
- Space covered by toilets, staircase, uncovered verandah, corridor and passage



Construction of Class "AA" Currency Chests (Currency Chests located in Basement and Ground floors of the buildings at Metro cities, State capitals and District HQs) All dimensions in millimetres.	
Vault Class	Wealth level
	Risk Level
Application:	AA
Main Door with time-lock [see IS 11188 (Part 1) For Construction details] to be fixed on front side	Medium
Emergency door [see IS 11188 (Part 1) for construction details] if to be provided and fixed on back side as per the layout prepared by the bank's Architect / Structural consultant.	Medium
Internal clear usable size without obstructions (HxWxD)	Class 'AA'
	Class 'AA'
	3000x6100x6100, min (400 sq ft)
Construction shall be done as per the design of the Structural Consultant subject to minimum requirements given here for achieving burglary resistance against attack by common hand held / picking / impact / portable electric / hydraulic / concrete cutting / drilling tools, pressure applying devices, power saws, etc; fire resistance against gas cutting torch, fluxing rod etc, fire hose stream reheat endurance against exposure to major fire and fire-fighting water stream/ jet etc.	Wall thickness
	Floor and roof
	Concrete mix (see IS 456)
	450, Min
	450, Min
	M40, Min
	340 Min
	18
	Mesh made by placing and tying rebars at 200x200 c/c both ways. one such mesh placed staggered on both the faces of each wall, floor and roof, in such a manner so as to make less than 100x100 c/c through openings.
	1 Row in walls, 1 Layer in Floor, 1 Layer in roof
Surveillance passage / patrol corridor	
Security Ventilator (see IS 14387) / Exhaust fan	1150, min for front and Back, 750, min for sides
Heating Ventilation and Air Conditioning (HVAC) arrangements	Height from Floor Level: 2100, Min. Opening Size: 450x450, Max. Shall be Provided through plenum chamber attachment to manhole / emergency door.



Vault Class	Other security and surveillance systems to be provided and installed inside the Vault	AA
Other security and surveillance systems to be provided and installed outside the Vault area in Currency Chest Premises.	<p>Other security and surveillance systems to be provided and installed outside the Vault area in Currency Chest Premises.</p> <p>Fire-fighting systems</p> <p>CCTV Coverage for peripheral area surrounding the chest premises</p> <p>Biometric Access control Systems</p> <p>Burglary and security alarm Systems</p>	<p>Fire-extinguishers and Sprinkler or dry/Wet riser system shall be provided and always maintained in good working order through service contracts</p> <p>Shall be necessarily provided and always maintained in good working order through service contracts and uninterrupted power supply</p> <p>Systems for verification of the authority to have access inside vaults shall be necessarily provided and always maintained in working order through service contracts uninterrupted power supply</p> <p>Burglar and Security alarm system capable of automatically raising audio-visual emergency alarm when actuated manually by the on duty Police Guard shall be necessary provided periodically tested and always maintained in good working order.</p>
Vault Class	<p>Whether armed security guards are required to be posted at chest premises in addition to the police guards provided by State Police?</p> <p>Police-guard rooms</p> <p>Whether cell-phones to be given to the security-guards guarding the vaults?</p> <p>Whether Auto-dialer, Hotline connections to nearest police Station is required to be provided at chest premises?</p> <p>Insuring the Vaults against terrorist insurgent / vandal / mob attack etc.</p>	<p>AA</p> <p>Not Mandatory</p> <p>Rooms with all necessary facilities for the guards to take rest shall be provided near the strong room.</p> <p>Not Mandatory</p> <p>Yes</p> <p>Insurance is not required if treasure is guarded by State Armed Police guards. In case it is guarded by Ex-servicemen security agencies, agencies sponsored by DGR, banks may take insurance cover at their option / cost.</p>

