







अंचल कार्यालय, नागपुर

Zonal Office, Nagpur

Annexure 2 (B)

### Details for requirement for Urban/Metro Branches of UCO BANK

### REQUIREMENT OF OFFICE/BRANCH PREMISES

Offers in two separate sealed covers containing technical details and financial details 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) their readily available premises in Amravati City area at the following places with the following requisite details.

Branch / Office		Preferred location						Carpet Area (sq. ft.)
Amravati Naka)	(Kathora	Kathora Nagpur	Naka	Chowk	to	Ring	Road-	1000 Sq.ff.

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

- Applicant 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 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 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 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, Toilets and Parking space free of cost.
- The offerer is to provide three-phase power connection with minimum power load of 15 KVA for the purpose.

The cover containing technical detail should be marked envelope no. 1 and superscribed 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.

यूको बैंक, अंचल कार्यालय, नागपुर



UCO Bank, Zonal Office, Nagpur

तृतीय तल, जयका मोटर्स बिल्डिंग, कमर्शियल रोड, सिविल लाइन्स, नागपुर 440001 (महाराष्ट्र)

राजभाषा में काम - राष्ट्र का सम्मान









अंचल कार्यालय, नागपुर

Zonal Office, Nagpur

The offer as above should be submitted in the bank's prescribed format only which may be obtained from our UCO Bank, Amravati Branch or Zonal Office-Nagpur or downloaded from Bank's website <a href="https://www.ucobank.com">www.ucobank.com</a> and send it to following address of Zonal Office, Nagpur.

Address: 3rd Floor, Jaika Motors Building, Commercial Road, Civil Lines, Nagpur-440001

Last date of Application:24.10.2024

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

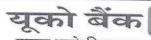
Zonal Office, Nagpur

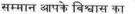
Encl: - Details of formalities and documents required for premises.

Part-I form for Technical Bid Part-II form for Financial Bid











HONOURS YOUR TRUST



अंचल कार्यालय, नागप्र

Zonal Office, Nagpur

## <u>Details of formalities and documents required for premises.</u>

(Advertisement dated 09-10-2024)

- Submit your offer in enclosed quotation form in two separate sealed covers. Please ensure to submit the same to our office latest by 24.10.2024, 5:30PM
- 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 'Envelope 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 Amaravti kathora Naka Branch".
  - All the three envelops 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 covers 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, Zonal Office, Nagpur.

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 [MUST BE MENTIONED ON ENVELOPE ALSO]

Zonal Manager		
Zonal Office		
UCO Bank,		
Dear Sir,		
The details of space which I/w	e offer to lease out to the Bank	are as under:
1) Name of owner/s		
Share of each owner, if under joint ownership	8	
3) Location:		
a) Name of the building	8	
b) Number of street	1	
c)Ward / Area	4	
b) Size of Plot: sft c) Type of building (Load b d) Clear floor height from f e) Rentable Carpet area off	earing/RCC/framed structure) loor to ceiling:	ß,
f) Specification of construct	ion	
1) Floor		
2) Roof		
3) Walls		
4) Doors and W	Vindows	
	ills provided to windows?	Yes/No
g) Running water facility av	Yes/No	
h) Sanitary facilities availab	Yes/No	
i) Electricity supply with se	Yes/No	
j) Parking facility		Yes/No.
18.75 N. V. S.		

- 5) The following amenities are available in the premises or I/We agreeable to provide the following amenities: [Strike out which ever is not applicable].
  - i) 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.



- 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.
- v) Required electrical power load for the normal functioning of the Bank and the requisite electrical wiring or points will be provided wherever necessary, electric meter of required capacity will be provided
- vi) Electrical facilities and additional points (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 will be provided.
- ix) Space for displaying of Bank's sign Board will be provided

#### 6) Declaration:

Place:

- 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's approved lawyer will be borne by me/us.
- 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

Name:

Address:

Contract No.:

(Must be mentioned on envelope)



# PART-II FINANCIAL BID FOR (MUST BE MENTIONED ON ENVELOPE ALSO)

Zonai Ma Zonal Off UCO Ban	ice				
Dear Sir,					
I/We offe	r to lease n	ny/our space in the p	remises located at		
(Other de	tails of whi	ich are given in Part-	l) as following rate:		
Floor		Carpet area (in Sq. ft.)	Rate (Rs.per sq.ft.)	Total rent per.month, (Rs.)	
Ground fl	oor				
First floor	t i				
I/We agre		Lease Deed in Bank	's standard format.		
ii)	Bear all t	he taxes and cesses	related to the concerned	premises	
iii)	Bear the cost of execution and registration of lease deed.				
iv)			ur of Bank for yewith% increase		
Any othe	r terms and	conditions (Please	specify)		

Contd...2



### Page:2

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

	Signature of the offerer	Signature of the offerer	
	Name :		
	Address		
Place:			
Date			

Note: - Carpet area will not include the followings:

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

