



**यूको बैंक**  
सम्मान आपके विश्वास का



**UCO BANK**  
Honours Your Trust



ZOA/GAD/2023-24/204

Date:02-03-2024

**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 15 years or more) their readily available premises in **Naugarh, Siddharthnagar** with the following requisite details :

Branch/Office	Preferred Location	Carpet Area (sq. ft)
Siddharthnagar	Naugarh/Near Medical College/Near Court premises/Near Collectorate <b>**Preference should be given to Government Premises**</b>	1000 to 1200 sqft

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 Bank/ATM from the Competent Authority at their own cost at the time of finalization.
- The offerer must have a clear title to the property.
- Premise should be preferably be located on ground floor. There should be few exception 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 and Safe & Lockers Cabinet.

**Collapsible gate and 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 50% of the cost of execution and registration of lease deed.
- The offerer should bear all the taxes non- conforming /misused charges, cesses etc, if imposed, related to the premises. Premises with parking and facing on road will be given preference.

BRANCH/ OFFICE :UCO Bank Zonal Office Ayodhya , 3<sup>rd</sup> Floor ,Shiva Palace Dev Kali Bypass Road Ayodhya-221004, U.P.  
EMAIL :zo.ayodhya@ucobank.co.in

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- The offerer is to provide space for Generator Set, Separate Toilets (Men /Women), must have ramp for physically challenged persons and also washrooms should be compliant for use by them and parking space free of cost.
- The offerer is to provide three - phase power connection with minimum power load of 10 KVA for the purpose.

The cover containing technical details should be marked envelope no.1 and super-scribed with "Technical Bid" and covers containing financial details should be mark as envelope no. 2 and super -scribed with "Financial Bid".Both these covers duly sealed should be put in the third cover super -scribed with "Offer of Premises for UCO Bank" and it should alsobear the name, address and contact number of the offerer on the three envelopes. The third cover duly sealed should be addresses to the **Zonal Manager UCO Bank Zonal Office, 3<sup>rd</sup> Floor Shiva Palace,Deokali Bypass crossing, Ayodhya-224001 U.P** latest by 5 p.m. on 09-03-2024 which is the prescribed time schedule.No offer after the closing date will be entertained.

The offer as above should be submitted in the banks prescribed format only which may be obtained from UCO Bank, Near prakash HotelBasti, UP-272001 &UCO Bank Zonal Office Near Deokali Bypass Ayodhya, UP-224001or downloaded from bank's website ([www.ucobank.com](http://www.ucobank.com)).

The Bank reserves the rights to accept or reject any or all offers / bids without assigning any reason whatsoever. The bank shall have all rights to cancel the bid.

No brokerage will be paid by the bank.

  
Dy. ZONAL MANAGER  
Zonal Office  
Ayodhya  
Date: 02.03.2024



Enclosure: Details of formalities and documents required for premises  
Part-I form for Technical Bid  
Part-II form for Financial Bid

CC: Basti Branch

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LinkedIn:[UCO BANK](https://www.linkedin.com/company/UCO BANK); You Tube:[UCO Bank Official](https://www.youtube.com/channel/UCO Bank Official)





**Details of formalities and documents required for premises**  
**(Advertisement dated 02-03-2024)**

- Submit your offer in enclosed quotation form into two separate sealed covers. Please ensure to submit the same to our office latest by 09-03-2024.
- While filling the quotation forms, please ensure to follow below mentioned instructions.
  - Submit copy of ownership documents 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 containing Technical details should be marked "ENVELOPE NO-1 TECHNICAL BID" and cover containing financial details should be marked "ENVELOPE NO-2 FINANCIAL BID". Both these covers, duly sealed should be put in a 3<sup>rd</sup> cover super-scribed with "Offer of Premises for UCO Bank".
  - All the three envelope should also bear the name and address, phone no/ mobile no of the offerer.
  - Separate applications as per prescribed proforma duly filled signed and sealed be submitted in respect of each other. This is applicable for the both the bids i.e. Technical and Financial e.g. if any offerer is interested for two offers he/she/they should submit two separate sealed covers each for Technical and Financial bid ( 2nos. for Technical & 2nos. for Financial bids) and do the needful as described.
  - The 3<sup>rd</sup> cover duly sealed, should be addressed to the **Zonal Manager UCO Bank Zonal Office 3<sup>rd</sup> Floor Shiva Palace Deokali Bypass Crossing Ayodhya -224001 U.P** latest by 5 p.m. on 09-03-2024 within the prescribed time schedule. No offer after the closing date will be entertained.

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.

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Enclosure: Quotation forms in two parts.  
ZOA/GAD/2023-24/205 Date: 02-03-2024

The Assistant General Manager  
Operations and Services Department  
Head Office, Kolkata -700001

**Subject: Uploading of Tender Notice for requirement of Premises for our new  
Siddharthnagar Branch on Bank's Website**

We request you to kindly arrange for uploading of notice regarding requirement of new premises for our Siddharthnagar Branch under menu "Notice" captioned as "Notice inviting offer for requirement of premises for Siddharthnagar Branch" on Bank's website from 02-03-2024. Further notice will remain on website up to 09-03-2024 (Last date for receipt of offer).

  
Dy. Zonal Head  
Ayodhya Zone



Enclosure: Tender details

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