

Annexure 2 (B)

Details for requirement for Urban/ Metro Branches/Offices

UCO BANK
ZONAL OFFICE, PUNE

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 Balewadi area at the following places with the following requisite details.

Branch / Office	Preferred location	Carpet Area (sft.)
PORWAL ROAD	Porwal Road	1000-1200

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.
- ATM Room as per Bank's specification should be provided 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 10 KVA for the purpose.

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फोन Phone:020-24210228; 24544027; फैक्स Fax: 020-24210318 ईमेल-e-mail: zo.pune@ucobank.co.in Follow us on- Twitter: UCOBANKOfficial ; Facebook: Official.UCOBank ; Instagram: Official.ucobank ; LinkedIn: UCO BANK ; You Tube: UCO Bank Official ; Website: www.ucobank.com ;	

- **Earnest Money Deposit (EMD) amount of Rs. 10000.00 (Rupees ten thousand only)** has to be deposited by bidders in the favour of **“UCO BANK, ZONAL OFFICE, PUNE” payable at Pune, in the form of Demand Draft/ Pay Order**. EMD of unsuccessful bidder will be released (without any interest) against their request letter after completion of selection process of L-1 bidder. EMD of L-1 bidder will be released (without any interest) after execution of lease agreement. **However if L-1 bidder withdraws their acceptance, UCO Bank will have right to forfeit EMD amount with making any reference.**

The cover containing the technical details 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 our **Zonal Office, Pune (UCO Bank, Zonal Office, Pune, 2190/2191, Sanskrit Vidya Mandir Sports Complex, Sahakarnagar-1, Lane-4, Pune- 411009)** or downloaded from Bank's website www.ucobank.com

Last date of Application: 15-09-2023

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
Pune Zone**

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

- ✓ Part-I : Form for Technical Bid (Annexure – 3)
- ✓ Part-II : Form for Financial Bid (Annexure – 4)

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Details of formalities and documents required for premises.

(Advertisement dated 28-08-2023)

- Submit your offer in enclosed quotation form in two separate sealed covers. Please ensure to submit the same to our office **latest by 15-09-2023, 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 any where 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".
 - ❖ 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 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.

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.

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Annexure-3

PART – I: TECHNICAL BID FOR _____ BRANCH
[MUST BE MENTIONED ON ENVELOPE ALSO]

Zonal Manager
Zonal Office
UCO Bank
PUNE

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

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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 which ever is not applicable].

- 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 collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.
- All windows will be strengthened by grills with glass and mesh doors.
- 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
- Electrical facilities and additional points (Lights, fans-power) as recommended by the Bank will be provided.
- Continuous water supply will be ensured at all times by providing overhead tank and necessary taps
- Separate toilets for Gents and ladies will be provided.
- Space for displaying of Bank's sign Board will be provided
- X) The ATM room will be constructed strictly as per the Bank's specifications and size.

6. Declaration:

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

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- 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

Place:

Date:

Name:_____

Address:_____

Contract No.:_____

(Must be mentioned on envelope)

सामान्य प्रशासन विभाग, यूको बैंक, अंचल कार्यालय
2190/2191 संस्कृत विद्या मंदिर क्रिडा संकुल, गली नं. 4
सहकार नगर नं. 1, पुणे -411009

General Admn. Dept., UCO BANK, Zonal Office
2190/2191, Sanskrit Vidya Mandir Sports Complex,
Lane No.4, Sahakar Nagar No.1, Pune-411009

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

Annexure 4

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

Zonal Manager
Zonal Office
UCO Bank
Pune

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 _____ years plus _____ number of options of _____ years each with _____ % 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

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Place:

Date

Note:- Carpet area will not include the followings:

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

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2190/2191 संस्कृत विद्या मंदिर क्रिडा संकुल, गली नं. 4
सहकार नगर नं. 1, पुणे -411009

General Admn. Dept., UCO BANK, Zonal Office
2190/2191, Sanskrit Vidya Mandir Sports Complex,
Lane No.4, Sahakar Nagar No.1, Pune-411009

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यूको बैंक **UCO BANK**
(भारत सरकार का उपक्रम) (A Govt. of India undertaking)

विभागीय कार्यालय, पुणे

जागा पाहिजे

यूको बँकेला आपल्या नवीन शाखांसाठी प्रामुख्याने तळमजल्यावर असलेल्या आणि त्वरित ताब्यासाठी उपलब्ध असलेल्या खाली नमूद केलेल्या परिसरात व्यावसायिक वापरासाठी १००० ते १२०० चौरस फूट कारपेट एरिया असलेल्या जागा भाडेतत्वावर हव्या आहेत. प्रस्तावित जागा १२०० चौरस फूट कारपेट एरिया पेक्षा कमी असली पाहिजे.

प्राधान्य असणारी ठिकाणे	तालुका	जिल्हा	नवीन शाखा / शाखा परिसर स्थलांतरण
पोरवाल रोड	हवेली	पुणे	नवीन शाखा
हडपसर	हवेली	पुणे	स्थलांतरण

आपण अधिक माहिती आमच्या विभागीय कार्यालय, पुणे यांच्या खाली दिलेल्या पत्त्यावर प्राप्त करू शकता.

किंवा

आमच्या बँकेचे संकेतस्थल www.ucobank.com वरून डाउनलोड करू शकता. सीलबंद पाकिटांमध्ये विहित नमुन्यात केलेले अर्ज विभागीय कार्यालय पुणे यांच्या खाली दिलेल्या पत्त्यावर सादर करण्यासाठी अंतिम तारीख १५/०९/२०२३, सायंकाळी ५.३० वाजेपर्यंत आहे.

यूको बँक, विभागीय कार्यालय, पुणे,
२१९०/२१९१, संस्कृत विद्या मंदिर स्पोर्ट्स कॉम्प्लेक्स,
सहकारनगर नं.-१, गल्ली नं.-४, पुणे - ४११००९

विभागीय व्यवस्थापक
यूको बँक
विभागीय कार्यालय, पुणे

दिनांक ३१/०८/२०२३

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अंचल कार्यालय, पुणे

जगह चाहिए

यूको बँक को अपनी नयी शाखाओं के लिए निम्नलिखित क्षेत्र में अपनी शाखा हेतु व्यावसायिक उपयोग के लिए १००० से १२०० वर्ग फीट कारपेट एरिया में प्रमुखता से निचले तल (भूतल) पर स्थित जगह किराए पर चाहिए। प्रस्तावित जगह १२०० वर्ग फीट एरिया से कम होनी चाहिए।

अपेक्षित प्रमुख स्थान	तालुका	जिल्हा	नयी शाखा / शाखा परिसर स्थानांतरण
पोरवाल रोड	हवेली	पुणे	नयी शाखा
हडपसर	हवेली	पुणे	स्थानांतरण

विस्तृत जानकारी आप हमारे अंचल कार्यालय, पुणे के निम्नलिखित पते पर प्राप्त कर सकते हैं

अथवा

हमारे बँक की वेबसाइट www.ucobank.com से प्राप्त कर सकते हैं। निर्धारित प्रारूप (फॉर्मेट) में मुहरबंद लिफाफे में आवेदन अंचल कार्यालय, पुणे के निम्नलिखित पते पर जमा करने की अंतिम तिथि १५/०९/२०२३, शाम ५.३० बजे तक है।

यूको बँक, अंचल कार्यालय, पुणे,
२१९०/२१९१, संस्कृत विद्या मंदिर स्पोर्ट्स कॉम्प्लेक्स,
सहकारनगर नं.-१, गल्ली नं.-४, पुणे - ४११००९

अंचल प्रबंधक
यूको बँक
अंचल कार्यालय, पुणे

दिनांक ३१/०८/२०२३

यूको बैंक **UCO BANK**
(भारत सरकार का उपक्रम) (A Govt. of India undertaking)

Zonal Office, Pune

Premises Required

UCO Bank desires to take premises on rent having 1000-1200 sq.ft. of carpet area on Ground Floor only. The offer should be less than 1200 sq.ft. only. The premises are required in the following localities for its New Branches at:

Preferred Locations	Taluka	District	New Branch / Premises Shifting
Porwal Road	Haveli	Pune	New Branch
Hadapsar	Haveli	Pune	Shifting

The details may be collected from below mentioned address (Zonal Office, Pune)

OR

Can be downloaded from our Bank's website at www.ucobank.com. The last date of submission of application in sealed cover on prescribed format at below mentioned address (Zonal Office, Pune) on or before 15/09/2023 at 5:30 P.M.

Uco Bank, Zonal Office, Pune
2190/2191, Sanskrit Vidya Mandir Sports Complex,
Sahakarnagar-1, Lane-4, Pune- 411009

Zonal Manager
UCO Bank
Zonal Office, Pune

Date : 31/08/2023

सामान्य प्रशासन विभाग, यूको बैंक, अंचल कार्यालय
2190/2191, संस्कृत विद्या मंदिर क्रिडा संकुल, गली नं. 4
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Lane No.4, Sahakar Nagar No.1, Pune-411009

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