



**UCO BANK
ZONAL OFFICE
AHMEDABAD**

REQUIREMENT OF OFFICE / BRANCH PREMISES

Offer 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 term preferably for 10/15 years or more) their readily available premises at the following places with the following requisite details.

| Branch | Preferred location | | | Carpet Area (Sq. Ft.) |
|-------------|---|-----------|--------|-----------------------|
| | Location | District | State | |
| SOUTH VASNA | Vasna, Prahlad Nagar, Makarba | Ahmedabad | GUJRAT | 1200-1500 |
| KHOKHRA | Khokhra, Bapunagar, Nikol, Hatkeshwar, Thakkarbapanagar | Ahmedabad | GUJRAT | 1200-1500 |

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 offer 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 15KVA required for Bank.

The sealed cover containing 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 and super-scribed with Financial Bid. Both these covers duly sealed should be put up in the third cover scribed with "Offer of Premises for UCO BANK" and it should also bear the name, address and contact number of the offerer on all the three envelopes. The third cover duly sealed should be addressed to the Zonal Manager, Zonal Office, UCO BANK, UCO Bhavan, Near Sanyas Ashram, Ahmedabad, within prescribed time schedule.

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

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

Brokers are not allowed, No brokerage will be paid by the bank.

Zonal Manager
Ahmadabad Zone

Encl: Details of formalities and documents required for premises.

Note: Carpet area will not include the following:

1. Common areas shared with other co-tenants.
2. Areas covered by walls, pillars.

Details of formalities and documents required for premises.

(Advertisement dated 10.06.2018)

- Submit your offer in enclosed quotation form in two separate sealed covers. Please ensure to submit the same to our office latest by 25.06.2018.
- 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 and the cover containing technical details should be marked "Envelop No.1-Technical Bid" and the cover containing "Envelop 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". The form should be put in an envelope and envelope duly sealed, should be 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 Proforma, 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 offer 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, UCO Bank, UCO Bhawan, Near Sanyas Ashram, Ashram Road, Ahmedabad

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 i.e. letter of offer.

PART - I: TECHNICAL BID FOR
[MUST BE MENTIONED ON ENVELOPE ALSO]

Annexure -3

Zonal Manager
Zonal Office
UCO Bank.

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 any,
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: _____ sft,
 - 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 which is not applicable)
 - i) The strong room will be constructed strictly as per the Bank' specification 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 (Light, 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' 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's approved lawyer will be borne by me/us.
- c) You are at liberty to remove at the time of the 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

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 p.m. (Rs.) |
|--------------|-----------------------------|-------------------------|--------------------------|
| Ground floor | | | |
| First floor | | | |

I/We agree to :

- i) Execute Lease Deed in Bank's standard format.
- ii) Bear all the taxes and cesses related to the concerned premises
- iii) Bear the cost of execution and registration of lease deed.
- iv) To lease the premises in favour of Bank for _____ years plus _____ 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 _____

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.

यूको बैंक  **UCO BANK**
(A Govt. of India Undertaking)

PREMISES REQUIRED


Bank desires to take two premises on rent having 1200 - 1500 sq ft of carpet area (which will not include common areas shared with other co-tenants, areas covered by walls & pillars, space covered by toilets, staircase, uncovered verandah, corridor and passage) preferably on Ground Floor or premises on first floor if the same is in malls, shopping centers where infrastructure facilities like lifts, escalators are available. The premises are required in the following localities for opening of its branch/ office:-

- 1) Khokhra, Bapunagar, Nikol, Hatkeshwar, Thakkarbapanagar
- 2) Vasna, Prahlad Nagar, Makarba

The details may be collected from Bank's Zonal Office at 7th Floor, Zonal Office, UCO Bhavan, Near Sanyas Ashram, Ashram Road, Ahmedabad or can be downloaded from our bank's web site at www.ucobank.in. The last date of application in sealed cover on prescribed format is 25/06/2018.

- Zonal Manager

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જગ્યા જોઈએ છે

બેંકને લીઝના ધોરણે શાખા 1200 - 1500 સ્. ફુટ કાર્પેટ એરિયા (જેમાં અન્ય સહ - ભાડુઆત સાથે વહેંચાયેલ ભાગ, દિવાલ અને ઘોંઘાલાઓ વાળો ભાગ, શૌચાલય - હાઈડરનો ભાગ, ખૂલ્લો વરંડો, કોરીડોર અને પેસેજ) પ્રેફરેબલ ઓન ગ્રાઉન્ડ ફ્લોર અથવા પ્રથમ માળ ઉપર મોલ, શોપીંગ સેન્ટરમાં જેના આંદાજમાં લીફ્ટ, એલેવેટરની સુવિધા હોવી જોઈએ. નીચે દર્શાવેલ સ્થાને નવી શાખાઓની સલાહુ કરવા જગ્યા આપવા ઉપર જોઈએ છે:

- (૧) ખોખરા, બાપુનગર, નિકોલ, હાટકેશ્વર, ઠક્કરબાપાનગર
- (૨) વાસના, પ્રહલાદ નગર, મકરબા

વધુ વિગત અને સરજી ફોર્મ લેઈ લી ઝોનલ ઓફિસ સાતમો માળ, યુકો ભવન, સન્યાસ આશ્રમ પાસે, આશ્રમરોડ, અમદાવાદના સરનામે મળશે અથવા અમારી વેબસાઈટ www.ucobank.in ઉપરથી પણ ડાઉનલોડ કરી સકાશે. સરજી ફોર્મ નિર્ધારિત રૂપમાં વિગત સાથે સીલ બંધ કરવમાં તા. ૨૫-૦૬-૨૦૧૮ તા સાથે ૫.૦૦ વાગ્યા સુધીમાં ઉપરના સરનામે મોકલી દેવા.

- ઝોનલ મેનેજર

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परिसर चाहिए

बैंक को निम्नलिखित शाखा के लिए किराए पर परिसर चाहिए। यह परिसर विशेष तौर पर भूतल या यदि परिसर शॉपिंग कॉम्प्लेक्स/सेन्टर में जहाँ लिफ्ट, एक्सेलेटर (सीढ़ी) समेत सुविधा मूलभूत व्यवस्था हो तो प्रथम मंजिल पर निम्नलिखित स्थल पर मौजूदा शाखा को स्थानांतरण करने के लिए 1200-1500 कारपेट एरिया में परिसर चाहिए (जिस में दूसरे किरायेदार के साथ बांटा हुआ हिस्सा, दिवार और खंभेवाला हिस्सा, शौचालय और सीढ़ीवाला हिस्सा, खुला बरामदा, कौन्सिलर और पेसेज शामिल नहीं.)

- (१) खोखरा, बापुनगर, निकोल, हाटकेश्वर, ठक्करबापानगर,
- (२) वासना, प्रहलाद नगर, मकरबा

अतिरिक्त जानकारी एवं फोरमेट हेतु बैंक के अंचल कार्यालय: यूको भवन, सन्यास आश्रम के निकट, आश्रम रोड, अहमदाबाद पर संपर्क करें अथवा बैंक की वेबसाइट www.ucobank.in से डाउनलोड कर सकते हैं। आवेदन प्रपत्र मुहरबंद लिफाफे में निर्धारित फोरमेट में उपरोक्त पते पर दिनांक 25-06-2018 को सांघ 5.00 बजे तक प्रस्तुत करें।

अंचल प्रबंधक