

**The Assistant General Manager
Allahabad Bank
Zonal Office, Mosaik Commercial Complex,
City survey No.1216/1, Final Plot No.576/1,
Opposite Fergusson College,
Shivaji Nagar, Pune-411 004.**

WEB MATTER

Premises Required

Bank desires to engage the premises on rent having around 1500 sq ft carpet area at Ground floor with clear frontage of at least 20 ft. with parking space in the following locality for opening of New Branch:

Name of the Location/ BRANCH	Carpet Area required for the branch	Purpose
(1) F.C.ROAD PUNE	1500 SQ FT ON GROUND FLOOR	OPENING OF NEW BRANCH
(2) BHOSARI PUNE	1500 SQ FT ON GROUND FLOOR	

The offers are invited in two bid system Technical Bid & Financial Bid.

Interested parties (except brokers) may obtain the prescribed format of **Technical bid (Annex-3)** and **Financial bid (Annex-4)** from the under noted office/Branch as specified above (between 10.00 A.M. to 5.00 P.M. from Monday to Saturday), excluding Bank Holidays (if any).

The duly filled offer completed in all respect in separate sealed covers marked "Technical Bid "& "Financial Bid " and super scribing "Offer for - Branch Premises on top and name and address & contact no of the offer at bottom left corner should be addressed to

**The Assistant General Manager
Allahabad Bank
Zonal Office, Mosaik Commercial Complex,
City survey No.1216/1, Final Plot No.576/1,
Opposite Fergusson College,
Shivaji Nagar, Pune-411 004.**

The last date of submission of completed application form in separate sealed covers in two parts (Technical & Financial Bid) is **30.04.2019 up to 5.00 P.M.**

The offer shall be dropped in the box kept for the purpose at the premises of

**The Assistant General Manager
Allahabad Bank, Zonal Office, Mosaik Commercial Complex, City survey No.1216/1,
Final Plot No.576/1, Opposite Fergusson College, Shivaji Nagar, Pune-411 004** on or before 30.04.2019 up to 5.00 P.M.

The technical bid of offer shall be opened on next working day at 3 PM and date of opening of financial bids will be intimated to short listed offerer subsequently.

Please note that Technical & Financial Bid should be filled with complete information. If any clarifications required by owner it should be get clarified before submitting the Technical & Financial bid. Any Changes made in Technical & Financial Bid/conditional Technical-Bids & Financial-Bids will be rejected.

The Bank reserves right to cancel any or all tenders and stop the process at any point of time without assigning any reason or notice whatsoever. Bank will not entertain any correspondence/communication. Broker/ Brokerage will not be entertained.

ASSISTANT GENERAL MANAGER



(A GOVT. OF INDIA UNDERTAKING)

Premises Required

Bank desires to engage premises on rent having around 1500 sq ft carpet area with clear frontage of at least 20 ft on GROUND floor with parking space in the following locality for opening of new branches at

(1) F.C. ROAD PUNE

(2) BHOSARI PUNE

The details may be collected from Bank's Zonal Office at Pune Ph No.020-25575000 (F.C.Road, Mosaic Commercial Complex, Opp. Fergusson College, Pune-411 004) Or can be downloaded from our website at www.allahabadbank.in The last date for submission of applications in separate sealed cover in two parts (Technical & Financial Bid) on prescribed format is 30.04.2019.

Assistant General Manager
Zonal Office, Pune

Date: 04.04.2019

जागा पाहिजे


बँक, खालील नमूद केलेल्या ठिकाणी नवीन शाखेसाठी अंदाजे 1500 स्क्वेअर फूट कारपेट वापरण्यायोग्य एरिया असलेली तळमजल्याची, 20 फूट स्पष्ट दर्शनी भाग असलेली व पार्किंगची सोय असलेली जागा भाडे तत्वावर घेण्यास इच्छुक आहे :-

(1) **एफ. सी. रोड पुणे**

(2) **भोसरी पुणे**

ह्याची माहिती बँकेच्या मंडलीय कार्यालय, मोझाइक कमर्शियल कॉम्प्लेक्स, फर्ग्युसन कॉलेज च्या समोर, पुणे-411004 येथून (फोन संख्या : 020-25575000) किंवा आमची वेबसाइट www.allahabadbank.in वर मिळवावी आणि निविदा 'टेक्निकल बिड' आणि 'वित्तीय बिड' असे नमूद केलेल्या दोन वेगवेगळ्या सीलबंद लिफाफ्याद्वारे पाठवावी. विहित नमुन्यात अर्ज प्रस्तुत करण्याची अंतिम तारीख 30.04.2019 आहे.

दि.04.04.2019

सहायक महाव्यवस्थापक 
मंडलीय कार्यालय, पुणे



जगह चाहिए

बैंक, निम्नलिखित जगह पर नयी शाखा हेतु करीबन 1500 स्क्वेअर फीट कारपेट उपयोग योग्य एरिया की, तल मंजिल पर स्थित, 20 फीट स्पष्ट रूप से सामने से दिखनेवाली एवं पार्किंग की सुविधा सहित जगह किराए पर लेने का इच्छुक है :-

(1) एफ. सी. रोड पुणे

(2) भोसरी पुणे

इसकी जानकारी बैंक के मंडलीय कार्यालय, मोझाइक कमर्शियल काम्प्लेक्स, फर्ग्युसन कॉलेज के सामने,, पुणे-411004 से (फोन संख्या : 020-25575000) अथवा हमारी वेबसाइट www.allahabadbank.in से प्राप्त की जा सकती है। निविदा 'टेक्निकल बिड' और 'वित्तीय बिड' ऐसे लिखे हुए दो अलग-अलग सीलबंद लिफाफों में भेजी जाए। निर्धारित प्रोफार्मा में आवेदन प्रस्तुत करने की अंतिम तारीख 30.04.2019 है।

सहायक महाप्रबंधक

दि.04.04.2019

मंडलीय कार्यालय, पुणे

ALLAHABAD BANK
(H.O. 2 N.S.ROAD KOLKATA 700001)

Technical Bid

(To be put in separate sealed cover super scribed as Technical Bid)

To
The Assistant General Manager
Allahabad Bank
Zonal Office
Mosaik Commercial Complex,
City Survey No. 1216/1, Final Plot No.576/1,
Opp. Fergusson College,
Shivaji Nagar, Pune-411 004

Ref: Advertisement inviting offers for premises for F. C. ROAD PUNE BRANCH AND BHOSARI PUNE BRANCH in Times of India (English)/Sakal (Marathi)/Navbharat Times (Hindi) and Bank's website www.allahabadbank.in

Date of Advertisement – 05.04.2019

In response to your "Ad" in captioned matter, I/we submit my/our offer to give you on lease my/our premises as described below:

1	Name & address of the owner/s of offered premises	
2	Constitution, if offerer is other than individual	
3	Share of each owner, if any under joint Ownership	
4	Full address of the premises offered with Pin code and nearby landmarks	
5	Carpet area of the premises (Strictly in accordance to Annex – 05 of this "Ad" document)	Basement - sq. ft. Ground Floor - sq. ft. Mezzanine floor - sq. ft. First floor -sq. ft. Other floor - sq. ft.
6	Leasehold/freehold rights of offerer (if Leasehold, namer of the Lessor/lessee, lease period, lease rent is to be mentioned)	
7	Boundaries of the premises	North- South- East- West-
8	Copy of location plan, lay out plan of premises showing internal dimensions and carpet area calculations are enclosed	Location Plan - Yes / No Layout Plan - Yes / No Carpet Area Calculation- Yes / No
9	Type of construction Load bearing walls OR	

	R.C.C./Steel frame structure	
10	Clear floor height from floor to ceiling	
11	Plinth floor height from Ground/front road level	
12	Year of construction of Building	
13	Special features of premises, if any	
14	Details of available parking space / facilities (to be provided to the Bank within the rent rate quoted rfor branch/office premises in Financial Bid)	Four wheelers - Nos. Two wheelers- Nos. Area- Sft.
15	Water supply availability in premises	Drinking water availability – Yes / No Toilet water availability – Yes / No
16	Sanitary facilities available Separate toilets available for ladies & gents- Size of toilets-	Available / shall be constructed Gents - Ladies -
17	Electric connection Availability	Available Load in KVA- Applied Load in KVA- Agree to provide / arrange required load in Bank's name at my / our cost- Yes / No
18	Availability of space on the roof of the building for installation of V-Sat & RF Tower (to be provided to the Bank within the rent rate quoted for branch/office premises in Financial Bid)	Yes / No
19	Maintenance liability and its expenses	
20	Municipal/Nagarpalika/Panchayat Tax Liabilities	Name of Tax collecting authority- Assessment year – Tax assessment is for offered premises individually or shared with other parts of building
21	Details of title Document in the name of offerer- (copy of title document, tax receipt etc to be enclosed) (offer shall be rejected, if offerer fail to establish legal ownership on premises)	Name of title- Name of title holder- Date of title deed exertion- Date of title deed registration- Details of ownership of offerer, if title is not in his/their name-
22		
A	Whether building is constructed as per map approved by local authorities like Municipality/Nagarpalika/Panchayat/Development Authority?	
B	Whether Completion Certificate is obtained?	
C	Whether permission/approval will be required from local authorities for doing addition/alteration in the building as per requirement of the Bank? Whether the offerer is agreeable to obtain the same?	
D	Use of the premises for Commercial or other than commercial as per approved map/master plan of the city/town. In case other than commercial NOC is obtained for use of premises as commercial/banking purposes?	

E	Approximate time required for completion of construction/addition/alteration work as per Bank requirement-	
F.	<p>Whether the offerer has consulted an Architect./Engineer regarding construction of Strong Room as per Bank specification of the Bank (Specified in Declarations)</p> <p>If yes, whether the existing structure is capable of bearing the load of the strong room or architect has suggested any fortification of the structure.</p> <p>If fortification is required, details of the same-</p> <p>Whether the offerer is agreeable to do the required fortification at his cost?</p> <p>(The offerer will have to do fortification of the structure as per advice of the Bank's Architect/Engineer).</p>	
23	Any other information not covered above	

Declarations:

1. I/We, am/area aware that, the rent shall be calculated on carpet area basis) (calculated as per annexure-05) which will be measured & calculated jointly by representatives of landlord/s and the Bank after completion of the construction of the premises in all respect as per the specification/requirement of the Bank.
2. Definition of carpet area as given in the enclosed Annexure 05 was explained to me/us and clearly understood by me/us.
3. The Bank will be entitled to use the premises without any interruption/intervention from my/our side.
4. The transaction does not involve violation of HRC Act, ULC Act, Accommodation Controller Act etc. relevant in this regard.
5. The Bank will be at liberty to use all the installations/fixtures/furniture provided in the premises.
6. The Bank is authorized to install all required equipments in the premises for smooth functioning of Bank's business without referring the matter to me/us.
7. Bank is authorized to use required space at Roof of the building for installation of instrument like VSAT, RF Tower, etc.
8. The following amenities area available in the premises or I/We am/area agreeable to provide the following amenities as per plan/drawing specifications provided by the Bank at the time of acceptance of my offer.
 - 8.1 Strong room to be constructed strictly as per Bank's specifications and plan. Strong Room shall have clear height of 9 ft. and the four walls, floor & ceiling shall be 300 mm thick made of M20 RCC with 12 mm dia TMT bars' doubly reinforcement @ 150 mm centre to centre in both ways. In case, it is not possible to cast the ceiling as per above specifications 20 mm square bar @ 75mm centre to centre must be welded over angel 50x50x6 mm @1200 mm centre to centre. Strong room door with grill gate, ventilator, exhaust fan, V-cage for branch shall be provided by the Bank and will be installed by me/us.
 - 8.2 An enclosure with brick wall & collapsible gate inside the strong room for cash safe.
 - 8.3 A record room as per drawing & specifications of the Bank.
 - 8.4 Separate toilets for gents and ladies along with provision of wash basin and drinking water provision as per drawing & specifications of the Bank.
 - 8.5 Collapsible gate, rolling shutter and glazed door on the main entrance of the premises. Rolling shutter & collapsible gates at the openings of the premises other than main entrance.
 - 8.6 Flooring of the premises with vitrified tiles and/or material as advised by the bank within the cost of vitrified tiles.

- 8.7 Painting of the exterior of the premises with water proof paints, interior of the premises with Plastic paint and wooden/steel structures with enamel paint.
- 8.8 All the windows strengthened with grills with glass shutters.
- 8.9 Required power load for the normal functioning of the Bank and the requisite electrical wiring/points for UPS/Computers/ACs etc.
- 8.10 Continuous water supply with help of overhead water tank & water lifting pumps at all times.
- 8.11 Proper space for fixing Bank's signboard.
- 8.12 Parking space & space for keeping Generator at the ground as detailed above in this document.
9. I/We undertake to execute all required structural repairs/renovation in the premises as and when required, at my/our cost.
10. I/We agree to provide ramp at the entrance of the premises located at GF and Railing/Handrail from ground to Entrance for premises located at upper floors.
11. I/We undertake to take internal & external painting of the premises after every 3 years, during the currency of lease period.
12. In case, the repairs and or painting is/area not done by me/us as agreed now, the Bank will be at liberty to carry out such repairs/renovations/painting etc. at our cost and deduct the incurred such expenses from the rent payable to me/us.
13. I/We undertake to execute & register lease deed, in the Bank's favour on Bank's standard format, immediately after handing over possession of the premises to the Bank.
14. At the time of vacating the premises, the Bank shall be at liberty to remove its all belongings like electrical fittings, fixtures, counters, safe, locker cabinet, almirah, strong room door, ventilator, partitions and other furniture put up by the Bank in the premises.
15. I/We further confirm that the offer is irrevocable and shall be open for 120 days from date hereof, for acceptance by the Bank.
16. I/We hereby confirm that, all the above information furnished by me/us are true to the best of my/our knowledge.
17. I/We am/are aware that the Bank is not bound to accept my/our offers and may cancel it without assigning any reasons/notice whatsoever.
18. I/We agree that the Bank may cancel its sanction letter issued to me/us without any compensation to me/us, if we fail to complete the construction/addition/alteration work and handover the possession of complete premises to the Bank within the time quoted in this bid document or agreed by me/us at later stage.

Signature of owner(s)

Date :

Place :

Name of Owners :

Address :

Mobile/Telephone Nos. :

Annexure -04

ALLAHABAD BANK
(H.O. 2 N.S.Road, Kolkata 700001)

FINANCIAL BID

(To be placed in a sealed cover super scribed as Financial Bid)

To,
The Assistant General Manager
Allahabad Bank
Zonal Office
Mosaic Commercial Complex,
City Survey No. 1216/1, Final Plot No.576/1,
Opp. Fergusson College,
Shivaji Nagar, Pune-411 004

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Date of Advertisement – 05.04.2019

Dear Sir,

In response to your "Ad" in captioned matter, I/we submit my/our offer to give you on lease my/our premises as described below :

1	Name of the Owner/s	
2	Full address of the premises	
3	Carpet Area (in Sq.ft.) (Carpet area is to be determined as defined in Annexure-05 without including Toilet, Walls, Staircase, Corridors, Passages, Verandah area etc.)	
4	<u>Rent Rate</u> <u>The rent rate per sq. ft. carpet area per month shall be -</u>	Monthly rent (in Rs per sq.ft.) (Strictly on carpet area as defined above)
5	Monthly rent amount shall be – (area of point – 3x rate in point - 4	Rs.....per month
6	Lease Period-(5+5+5 years) in all casesyears
7	Periodical enhancement i.e. increase in rent after every 5 years – Metro & Urban centres – 15% Semi Urban & Rural centres – 10%%
8	Cost of execution and registration of lease deed on Bank's standard format -	(tick whichever applicable) Shall be borne by offerer- Shall be borne by Bank- Shall be borne by offerer & Bank on 50:50 basis-
9	Municipal Tax Liabilities-	
	Amount of tax per year as per present assessment- Applicable since	House Tax-Rs. Water Tax-Rs. Sewer Tax-Rs. Surcharge-Rs. Any other tax....(Name)....Rs. Total-Rs.

	Date of Next assessment, if due	
	Present Municipal Taxes will be borne by – Increase in Municipal Taxes in future will be borne by -	(tick whichever applicable) Shall be borne by offerer- Shall be borne by Bank- Shall be borne by offerer & Bank on 50:50 basis- Shall be borne by offerer- Shall be borne by Bank- Shall be borne by offerer & Bank on 50:50 basis-
10	GST	(tick whichever applicable) Applicable – Yes / No Shall be borne by offerer- Shall be borne by Bank- Shall be borne by offerer & Bank on 50:50 basis-
11	Premises Construction Loan	(tick whichever applicable) Required - Yes / No If yes – Amount in Rs.
12	Interest free rent advance/Interest free Security Deposit Note – Offerer can demand either premises construction loan or interest free rent advance. While analyzing the L-1 offer, financial burden (interest per month) for granting advance will be added to quoted rent rate. Advance rent can be considered up to 3 months rent, which can be extended to 6 months in exceptional cases.	Required / Not Required If required, equivalent tomonths rent
13	Any other information not covered above	

Notes :

- I/We, am/are aware that the rent mentioned above will be inclusive of all the amenities including parking spaces, Generator space on Ground & V-Sat / RF Tower Space at roof top, and other conveniences provided by the landlords.
- I/We, am/are also aware that above mentioned all parameters/demands will be quantified and will be loaded on rent rate to decide the lowest offerer.
- I/We am/are aware that the Bank is not bound to accept my/our offers and may cancel it without assigning any reasons/notice whatsoever.

Signature

Place :

Date :

(Owner/s)

Name of Owner(s) :

Address :

Mobile/Telephone Nos. :

CARPET AREA FOR COMMERCIAL BUILDING -RENTABLE AREA

The Carpet Area of any floor shall be the covered floor area worked out excluding the following portion of the building:

1. Walls and columns
2. Sanitary accommodation, except mentioned otherwise in a specific case
3. Verandahs, except where fully enclosed and used as internal passages and corridors.
4. Corridors and passages, except where used as internal passages and corridors exclusive to the unit.
5. Kitchen and Pantries
6. Entrance halls and porches, vertical sun brakes, box louvers
7. Staircase and munties
8. Shafts and machine rooms for lifts
9. Barsaties*, lofts (*Barsati is a covered space open at least on one side constructed on a terraced roof)
10. Garages
11. Canteens
12. Air-conditioning ducts and air-conditioning plant rooms, shafts for sanitary piping and garbage ducts more than two sq. meters in area.