

## SOP – Premises Policy Version 3.1

Annexure - I

DRAFT ADVERTISEMENT IN "WEBSITE" FOR LEASING OF PREMISES

### NOTICE INVITING TENDERS FOR LEASING OF OFFICE PREMISES

**Indian Bank**, a Public Sector Bank invites tenders under 2 bid system (Technical & Financial) from owners of office premises willing to offer on lease basis (readily built / Premises Under construction) in (name of the area / locality) INDORE TOWN, measuring in the range of 3000 sq.ft to 3500 sq.ft. carpet area preferably in Ground Floor with parking facility for a lease period of 15 years for setting up their Branch / Office.

The tender forms can be obtained from the following address from xx.xx.xxxx to xx.xx.xxxx on payment of Rs.250 (Non Refundable) Last date for submission of bids xx.xx.xxxx and the duly filled in tenders are to be submitted in prescribed format to the same address.

Tenders are to be submitted in Two Cover system consisting of Technical Bid and Financial Bid in two separate sealed covers super-scribing "Technical Bid" or "Financial Bid"

The Technical Bid should be enclosed with refundable EMD of **Rs.5000/-** by way of DD / IOI favouring, Indian Bank C-1 (address of office) on or before 16/06/2025 (date) at 5.00 pm.  
FIRST FLOOR, HIG MAIN ROAD  
ADITYA ENCLAVE, INDORE, MP- 452001

The Technical Bids will be opened on 17/06/25 at 5:00 pm

Incomplete tenders / Late tenders / tenders not accompanied by requisite EMD / tenders not in the form specified are liable to be rejected.

Priority will be given to tenders from Public Sector undertaking / Govt. Organizations.

**The Bank reserves the right to reject any or all offers without assigning any reasons whatsoever.**

Tenders from agents / brokers will not be accepted.

  
G.M./DOM/AGM

Indian Bank, Zonal Office,  
Premises Dept.

