

## **TECHNICAL BID**

TO BE GIVEN BY THE OWNER (S) OFFERING  
PREMISES ON LEASE **(Technical Details)**  
(To be kept in a separate sealed envelope super-scribing  
"Technical Bid" on the top of the envelope)

**From,**

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**To,**

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Dear Sir,

**Sub: Offer for giving premises on lease for your Badaun Main Branch.**

I/We refer to your advertisement dated ..... in..... and offer to give you on lease the premises described here below for your \_\_\_\_\_ Branch / Office and furnish the technical details thereon.

|    |  |  |
|----|--|--|
| a) | Name of the Owner  |  |
| b) | Name of the Co-Owners/ Partners / Directors<br>(Wherever applicable) |  |
| c) | Full Address of premises offered on lease                            |  |
| d) | Whether Freehold / Lease Hold  |  |
| e) | Distance from the main road / cross road                             |  |
| f) | Whether there is direct access to the premises<br>from the main road |  |

|    |   |  |
|----|---|--|
| g) | Area Offered floor wise(only carpet area of premises to specified)  | <b>Floor:</b> BM / GF / FF / SF / TF / other floor<br><br><b>Carpet area</b> _____ in Sq.ft. |
| h) | Type of Construction of premises  |  |
| i) | Year of Construction of premises  |  |
| j) | If the building is new, whether occupancy certificate is obtained from competent local planning authority.  |  |
| k) | <b>If the building is yet to be constructed</b><br>i. Whether the plan of the building is approved (Copy enclosed)<br>ii. Time required for completing the construction |  |
| l) | If the building is old whether repairs / Renovation is required<br>If so time required for its completion   |  |
| m) | <b>Boundaries</b><br>East<br>West<br>North<br>South   |  |
| n) | If the building is yet to be constructed<br>i) Whether the plan of the building is approved (Copy enclosed)<br>Time required for completing the construction            |  |
| o) | Ventilation is available from   | ____ No. of sides  |

**SIGNATURE OF THE OWNER/S**

| DECLARATION |   |     |    |
|-------------|---|-----|----|
| 1.          | The following amenities are available in the premises or I / We agreeable to provide the following amenities: <i>(pl tick the applicable item)</i>  |     |    |
| a)          | The strong room will be constructed strictly as per the Bank's specifications. Strong Room door, grill gate and ventilators are to be supplied by the Bank  |     |    |
| b)          | A partition wall will be provided inside the strong room segregating the locker room and cash room.   |     |    |
| c)          | Partition wall(s) required for provision of ATM room with rolling shutter(s).   |     |    |
| d)          | A lunchroom for staff and stock / stationery room will be provided as per the requirement / specifications of the Bank. A wash basin will also be provided in the lunchroom.  |     |    |
| e)          | Separate toilets for gents and ladies will be provided.   |     |    |
| f)          | A collapsible gate and rolling shutters will be provided at the entrance and at any other points which gives direct access to outside.  |     |    |
| g)          | Entire flooring will be of vitrified tiles and wall painted.  |     |    |
| h)          | All windows will be strengthened by grill with glass and mesh door  |     |    |
| i)          | Required power load (3 phase – 35 kva) normal functioning of the Bank and the requisite electrical wiring /Points will be provided.   |     |    |
| j)          | Continuous Water Supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary, electric motor of required capacity will be provided.   |     |    |
| k)          | Space for fixing Bank's sign board will be provided.  |     |    |
| l)          | Shelter for security guards should be provided as per Bank's specifications.  |     |    |
| m)          | Electrical facilities and additional points (lights, fans-power) as recommended by the Bank will be provided along A' class earthing as per IS specifications.  |     |    |
| n)          | Sufficient space for power backup generator/s.  |     |    |
| 2.          | 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.  | Yes | No |
|             |   |     |    |
| 3.          | You are at liberty to remove at the time of vacating the premises, all electrical fittings & fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you. | Yes | No |
|             |   |     |    |

- The concept of carpet area for rental purpose was explained to me / us and clearly understood by me / us, according to which the carpet area means area of the premises less toilet, passage, wall / columns, staircases, verandah, lobby, balcony, kitchen etc. even though the same is given for Bank's use.
- If my / our offer is acceptable, I/we will give you possession of the above premises on\_\_\_\_\_.
- I/we further confirm that this offer is irrevocable and shall be open for 120 days from date hereof, for acceptance by you.

Yours faithfully,

**(Signature of Owner/s)**

Place:

Date:

**Address of the owner/s**