



**इंडियन बैंक
Indian Bank**

अंचल कार्यालय : अहमदाबाद / Zonal Office : Ahmedabad

**OFFER LETTER FROM THE PREMISES OWNERS FOR
OFFERING THEIR PREMISES LOCATED IN AN
APPROVED COMMERCIAL AREA IN URBAN
CENTERS**

OR

**PREMISES APPROVED FOR THE COMMERCIAL
ACTIVITY IN SEMI – URBAN / RURAL CENTERS
TO THE BANK FOR THEIR PROPOSED BRANCH AT:**

**INDIAN BANK : ZONAL OFFICE
RUDRA ARCADE, II FLOOR, 'B' BLOCK
MEMNAGAR, OPP. HELMET CIRCLE
AHMEDABAD**

**Phone / FAX: 079 – 27439668,
Phone: 079 – 27431248 / 27435663**

1. The tender forms as obtained from the Bank is to be submitted latest by **10/08/2017 BY 5.00 P.M.**
 2. Please note to submit the Tenders in Two separate Covers marked clearly as Technical Bid and Financial Bid and kept in one single sealed cover superscripted the name of the centre.
 3. The Technical Bid should be enclosed with refundable EMD of **Rs.5,000/-** by way of DD / BPO favouring, Indian Bank.
 4. The Technical Bids will be opened on **11/08/2017 at 03.00 PM.**
 5. Incomplete tenders / Late tenders / tenders not accompanied by requisite EMD / tenders not in the prescribed format are liable to be rejected.
- The Bank reserves the right to reject any or all offers without assigning any reasons whatsoever.

Tenders from agents / brokers will not be accepted

Date:

Place:

SIGNATURE OF THE OWNER

LIST OF LIKELY EXPENDITURE WHICH HAS TO BE BORNE BY THE LANDLORD

1. THE LANDLORD HAS TO PROVIDE 2X2 VETRIFIED TILES IN THE PREMISES OFFERED
2. THE LANDLORD HAS TO PROVIDE ONE TOILET FOR EXCLUSIVE USE OF THE BANK STAFF. THE SAID TOILET SHOULD HAVE ONE URINAL , WESTERN SEAT AND A WASH BASIN
3. THE LANDLORD HAS TO PROVIDE AN ELECTRIC CONECTION OF 15 KWA TO 35 KVA (As the case may be) TO THE BANK
4. THE LANDLORD HAS TO PROVIDE ONE COLLAPSIBLE GATE AND ONE ROLLING SHUTTER WITH CENTRAL LOCK ON THE MAIN ENTRANCE
5. WINDOWS WITH STEEL GRILLS HAVE TO BE PROVIDED AS PER THE BANKS REQUIREMENTS
6. THE STRONG ROOM OF 12 X 12 FT SIZE OR AS DECIDED BY THE BANK HAS TO BE CONSTRUCTED BY THE LANDLORD. THE STRONG ROOM HAS TO BE MADE AS PER RBI SPECIFICATIONS
7. THE LANDLORD HAS TO PROVIDE SPACE FOR INSTALLATION OF GENERATOR SET
8. THE COST OF REGISTRATION AND EXECUTION OF LEASE DEED HAS TO BE BORNE BY THE LANDLORD