

(FORMAT of TECHNICAL BID)

**To,
Regional Manager,
Central Bank of India,
Regional office, Akola,
'Mangesh', Adarsh Colony,
Gorakshan Road, Akola 444 004**

REG: Technical Bid for premises at Akola for **Jatharpeth Branch**

REF: Your advertisement dated _____ published in _____ News Paper, and at Bank's WEBSITE.

1. OWNERSHIP DETAILS

1.1 NAME AND ADDRESS OF THE OWNERS Telephone / Mobile No.

1.1.1

1.1.2

1.1.3

1.1.4

1.2 If Offer is a P.A. holder

1.2.1 Name & Address of PA holder

Telephone / Mobile Number

1.2.2 Whether P.A. holder has powers to grant premises on lease/sub lease: YES/NO

1.3 ADDRESS OF THE PREMISES OFFERED.

1.4 Any outstanding charges (mortgage/lease/easement/gift/any other interest in the property)

1.5 Any pending dues on the property (Arrears of taxes/electricity/telephone etc)

2. TYPE OF THE PREMISES.

2.1 IF THE PREMISES IS UNDER CONSTRUCTION

2.1.1 Scope and extent of work to be done.

2.1.2 Whether Loan Required? if so details.

2.1.3 Class of construction.

2.1.4 Likely date of possession of premises.

2.2 IF THE PREMISES IS READY FOR POSSESSION

2.2.1 Year of construction

2.2.2 Type of building/construction

2.3 Floor offered

2.4 Built up Area in square meter/square feet

2.5 Carpet Area in square meter/square feet

2.6 Ceiling Height

2.7 Details of tenancy of other floors

2.8 Agreeable to construct RCC strong room as per RBI specifications with security arrangements YES/NO

2.9 For Installing ATM

2.9.1 Space to install V-SAT antenna on roof top. (Applicable for Rural/Semi urban)

2.9.2 Availability of 3-Phase Power Supply for installation of ATM machine.

2.9.3 Statutory approvals from local authorities. (If Applicable)

3. AMENITIES AVAILABLE.

- | | |
|---|------------------------------------|
| 3.1 Water Facility Available | YES/NO |
| 3.2 Parking Facility for staff/customers available | YES/NO square feet/square meter |
| 3.3 Whether 3 Phase (15 KVA) power supply | available / will be supplied. |
| 3.4 Separate toilets for ladies and gents. | YES/NO |
| 3.5 Accessibility throughout the year | YES/NO |
| 3.6 Proper ventilation available | YES/NO |
| 3.7 Details of other utilities available. | |
| 3.8 Frontage (at least 6-8 meter/20-25 feet.) | |
| 3.9 Possibility for making ramp from road to Branch. | |
| 3.10 Collapsible shutters on outer doors, grills on windows and ventilators on outer walls, | |
| 3.11 One main entrance with the regular door and an additional/collapsible gate. | |

4. LOCATION

4.1 Details of civil amenities viz., schools, colleges and hospitals available in and around the premises.

4.2 Details of other financial institutions in and around the premises

4.3 Proximity from police station, fire station, post office and transport center.

4.4 Located in an area which is not considered crime prone or vulnerable and is not an isolated area.

5. Any other relevant information

DECLARATION

I/We confirm that the above particulars are correct to the best of my/our knowledge. I/We will give the consent as per your Banks standard Format if you find our premises suitable. I/We further agree to construct the strong room as per your Bank's specifications and ready to carry out modifications as required by the Bank including constructions of ATM civil structure in the proposed premises at my/our expenses.

PLACE:

SIGNATURE:

DATE:

NAME:

Encl:

1. Documents for proof of ownership (Tax receipt/ Electricity Bill)
2. Location map and building map
3. Sketch plan drawn to scale
4. Photographs showing exterior as well as interior
5. Completion certificate
6. Permission to construct
7. Building use permission
8. Certificates from competent authorities

(FORMAT of FINANCIAL BID)

To,
Regional Manager,
Central Bank of India,
Regional office, Akola,
'Mangesh', Adarsh Colony,
Gorakshan Road, Akola 444 004

REG: Financial Bid for premises at Akola **for Jatharpeth Branch**

REF: Your advertisement dated _____ published in _____ newspaper and at Bank's website

Dear Sir,

In continuation with the Technical Bid submitted by me/ us in respect of premises situated at

I/We hereby offer the premises on lease/rental basis as under:

1. Rent per month : Rs _____ (lump-sum) inclusive of all Taxes /Service Tax

OR

2. Rent @ Rs _____ per square meter/per square feet per month for _____ square meter/ square feet carpet area (subject to actual measurement) inclusive of all Taxes/ Service Tax.

Lease Term 5 years certain with 3 options of 5 years each with% increase in rent for each option.

Proposed rent is negotiable / not negotiable.

Yours faithfully,

Signature: _____

Name: (_____)

Place: _____

Date: _____