

REGIONAL OFFICE, HOTEL COMBERMERE COMPLEX, THE MALL, SHIMLA

INVITATION OF BIDS/OFFERS FOR PREMISES ON LEASE

Central Bank of India requires premises admeasuring 74.32 -92.90 sq meters (800-1000 sq feet) carpet area in ready possession within 3 months in the radius of 500 – 1000 meters from the existing premises situated at H NO 707, WARD NO 6, PALAMPUR, DISTT. KANGRA, HP preferably on the ground floor with adequate parking space for Palampur Branch office. No brokers or intermediaries please. Priority will be accorded to Government/ Semi Govt bodies or Public Sector Undertakings.

Kindly download the formats/terms and conditions from the website <http://www.centralbankofindia.co.in> or collect the same from Central Bank of India Palampur branch/Regional Office at Shimla during office hours.

The last date for submission of offers is 11.09.2023 up to 05:00 p.m.

For Central Bank of India,



(Mukesh Kumar Choudhary)

Regional Head

Regional Office, Shimla



Dated : 24.08.2023

### Tender Document format for acquiring premises on lease basis

Central Bank of India, Regional office, **Shimla**, invites sealed tenders for suitable premises on long term lease basis for carpet floor area of 800-1000 sq.ft (+20%) for **Palampur** branch /Office premises from Interested Owners / Power of Attorney holders of premises in and around 500-1000 metres from existing premises situated at H NO 707, WARD NO 6, PALAMPUR, DISTT. KANGRA, HP locality preferably in the ground floor with proper front entry to the premises and with all facilities including 15 KVA power connection and parking.

The Technical Bid and Financial Bid Formats can be downloaded from Bank's website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in). The formats are also available at our Regional Office and can be collected during office hours.

The minimum criteria for prequalification will be as under:

- a. The Applicant(s) should be the bonafide Owner (s) or Power of Attorney Holder(s) of the premises;
  - b. The Applicant(s) should be an Income Tax assessee(s) with PAN No. and its Tax returns must be up-to-date.
  - c. The building should be constructed as per the sanctioned/approved Plan of the Competent development Authority. The building should be well maintained and not older than 20 years.
  - d. The Premises should be situated in good residential/commercial locality on ground floor/1st floor with proper accessibility and provision for dedicated parking.
  - e. The building should be free from special Hazards like fire, water logging, flood, etc.
  - f. Supply of adequate potable water round the clock should be available at the premises and appropriate approvals/sanctions from the local municipal authorities should be in hand.
  - g. The landlord should clear all the dues and other statutory obligations of Municipality, Corporation as well as of revenue authorities.
  - h. The occupancy certificate of the premises (in case of Apartments) from the local authorities should be available for leasing the premises.
  - i. The landlord should be in a position to give vacant possession of the premises immediately after carrying out necessary changes/alterations as required by the Bank.
1. Method of submitting Tenders: Tenders should be submitted only in sealed covers.  
Tender covers will have three parts.
    - **First cover** – Technical Bid cover – This cover should contain Part I of application duly filled and signed by the bidder/s in all pages, along with necessary enclosures. The cover should be closed and sealed and super scribed as –Technical bid (as per Annexure A) for **Palampur** branch /office premises and should also contain the name and address of the bidder on the cover.
    - **Second cover** – Financial Bid cover – This cover should contain Part II of the application duly signed by the bidder/s in all pages. This cover should be closed and sealed and super scribed as Financial Bid (as per Annexure B) for **Palampur** branch / Office premises and should also contain the name and address of the bidder/s on the cover.
    - **Third cover** – Both the first and second cover should be placed in the third cover and should be super scribed as SEALED TENDER FOR PALAMPUR BRANCH/ OFFICE PREMISES and to be addressed to Central Bank of India, BSD Deptt, Regional Office, Combermere Complex, The Mall, Shimla, H.P - 171001
  2. Last date for submission of Tender: **11.09.2023 at 17.00 hours.**
  3. Place for submission: **CENTRAL BANK OF INDIA REGIONAL OFFICE, Combermere Complex, The Mall, Shimla, and H.P - 171001**
  4. Tenders will be opened at Regional Office, Shimla on 12.09.2023 or at any date decided by the Bank in due course.
  5. Bidder should ensure that the tender is received by the Bank before the date and time specified and no consideration whatsoever shall be given for postal or any kind of delay. Tenders received after the specified date and time are liable to be rejected and the decision is at the sole discretion of the Bank.