



सेन्ट्रल बैंक ऑफ इंडिया
Central Bank of India

1911 से सेन्ट्रल आपके लिए CENTRAL TO YOU SINCE 1911

क्षेत्रीय कार्यालय, जयपुर

REGIONAL OFFICE, JAIPUR

Tender Document format for acquiring premises at Sathana Village, Dist Ajmer on lease basis

Central Bank of India, Regional office, Jaipur, invites sealed tenders for suitable premises on long term lease basis for carpet floor area of 74.32 to 92.90 Sq.Mt (800-1000 Sq. Ft.) at village Sathana, Tehsil Bijainagar, Dist Ajmer, Rajasthan for branch premises to be opened at village Sathana, Tehsil Bijainagar, Dist Beawar Rajasthan from Interested Owners / Registered Power of Attorney holders. The proposed premises to be on ground floor with proper front entry, preferably on main road, and within 500 mtrs of existing Panchayat Bhawan with sufficient parking space and with all facilities including required KVA power connection. The property should be free from all encumbrances and land owner must ensure that lease deed of the property is registrable before registrar office of the area i.e it should be ensured before submitting bids that land is usable for running bank business.

The Technical Bid and Financial Bid Formats can be downloaded from Bank's website 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:

- The Applicant(s) should be the bonafide Owner(s) or Registered Power of Attorney Holder(s) of the premises ;
- The Applicant(s) should be an Income Tax assessee(s) with PAN No. and its Tax returns must be up-to-date.
- The building should be constructed as per the sanctioned/approved Plan of the competent development Authority.
- The Premises should be situated in good residential/commercial locality preferably on ground floor with proper accessibility and provision for dedicated sufficient parking.
- The building should be free from special Hazards like fire, water logging, flood, etc.
- 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.
- The landlord should clear all the dues and other statutory obligations of Municipality, Corporation as well as of revenue authorities.
- The occupancy certificate of the premises (in case of Apartments) from the local authorities should be available for leasing the premises.
- 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 Sathana Village, Dist Ajmer Rajasthan 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) Sathana Village, Dist Ajmer Rajasthan 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 SATHANA VILLAGE, DIST AJMER RAJASTHAN BRANCH/ OFFICE PREMISES and to be addressed to Central Bank of India, GAD dept., Regional Office, Anand Bhawan, Sansar Chand Road, Jaipur -302001 (Rajasthan).”
- Last date for submission of Tender: The envelope containing bids should reach us at the following address latest by **16.11.2023 up to 17.00 hours (05:00 PM)**. No bids received after mentioned date and time will be accepted.
 - Place for submission: CENTRAL BANK OF INDIA, REGIONAL OFFICE, GAD DEPARTMENT, ANAND BHAWAN, SANSAR CHAND ROAD, JAIPUR – 302001 (RAJASTHAN).
 - Tenders will be opened at Regional Office, Jaipur on 18.11.2023 at 11:00 HRS or at any date and time decided by the Bank in due course.

Anand Bhawan, Sansar Chandra Road, Jaipur. 302001



क्षेत्रीय कार्यालय, जयपुर

REGIONAL OFFICE, JAIPUR

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.
6. Central Bank of India reserves the right to accept or reject or cancel any or all tenders without assigning any reason thereof and also reserve the right to place the order to any technically suitable Bidder/s who may not be the lowest as it deemed fit and proper.
7. Only unconditional tenders will be accepted. Any conditional tender will be liable for rejection.
8. Bank will shortlist the offers based on information provided in Technical Bid tender in accordance with Bank's requirement, viz., locality of the proposed site, area of the premises offered, accessibility from main road, parking space provided, amenities & other infrastructure provided (like lift, back up DG set etc.) and other essential requirements spelt out in Technical Bid.
9. The Financial Bid would be opened after short listing of Offers based on Technical Bid. Financial bid would be opened only for those short listed offers, on a future date and will be intimated to the short listed bidders at a later date.
10. Banks decision on selection of the prospective offer is final.
11. In case of dispute the decision of the Bank will be final and binding on all.
12. **Rent:** The Bank shall start paying the rent from the date of taking of possession from the landlord. Before taking possession, it shall be ensured that necessary occupancy certificate is obtained from the appropriate authorities by the landlord and alterations agreed to be carried out by the landlord have actually been carried out to the bank's satisfaction. Joint measurement of the premises will be taken based on floor area.
13. **Execution of the lease Documents:** Once the premise is taken on lease by the Bank, the lease deed as per the Bank's Standard lease format shall be executed and it shall be registered with the appropriate authorities. The stamp duty charges relating to the registration shall be borne by the landlord and Bank on 50:50 basis.
14. Landlord will be responsible for construction of strong room as per requirement of the bank at his cost for which specifications will be provided at the time of finalization of premises.
15. Earnest money for bidding in (Rs. 3000/- Three thousand only).

TENDER REFERENCE	RO/BSO/SATHANA/2023-24
LAST DATE OF SUBMISSION OF BID	16.11.2023
EMD AMOUNT	Rs.3000/- (Three thousand only) DD in favour of " Central Bank Of India ", Payable at Jaipur.
ADDRESS FOR COMMUNICATION	CENTRAL BANK OF INDIA , GAD DEPTT: REGIONAL OFFICE ANAND BHAWAN, S. C. ROAD, JAIPUR (RAJASTHAN) 302 001
CONTACT DETAILS	Mr. RAM SINGH MEENA 0141-4914561

Earnest money of unsuccessful bidders will be return within 1 month of after completion of process.

In case ,after completion of process ,successful bidder backs out, earnest deposit will be forfeited and fresh advertisement will be floated.

For Central Bank of India,

(Yash Pal Dhiman)
Deputy Regional Head

