**(Proforma for Technical Bid) (annexure A)**

To,

Regional Head

Central Bank of India,

Regional Office,

2nd Floor, Oriental Building,

Station Road, Nagpur

**REG: Technical Bid for hotel / resort at Nagpur**

**REF:** Your advertisement dated \_\_\_\_\_\_\_\_\_\_\_ published in ………….. News Paper and at Bank’s website

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **OWNERSHIP DETAILS** | | | |
| 1 | NAMES & ADDRESSES OF THE HOTEL | Telephone/ Mobile No. |  | |
|  |  |
| E- mail |  | |
| Website |  | |
| 2 | NAME AND ADDRESS OF THE OWNER |  |  | |
|  |  |  |  | |
| 3 | NAME AND ADDRESS OF THE AUTHORISED OFFICIAL / PA HOLDER |  |  | |
|  |  |  |  | |
| 4 | **IF THE HOTEL IS READY FOR USE** | | | |
|  | Year of construction |  | | |
|  | Type of building / construction Details of the Building. RCC Construction or Load Bearing Brick Construction (please mention) |  | | |
|  | Whether plans are approved by the local authorities Yes/No. |  | | |
|  | Whether NOC from the department obtained – Yes/No. |  | | |
|  | Whether occupation certificate has been received (attach copy) – Yes/No. |  | | |
|  | Whether direct access is available from the main road – Yes/No |  | |  | |
|  | Whether the hotel is star rated – Yes/No. |  | |  | |
| 5 | **Location** |  | |  | |
|  | **Whether the hotel is located on the main road / state highway / village road** |  | |  | |
|  | Distance from Nagpur town / ST stand/Railway /Airport |  | |  | |
|  | Details of other hotel in and around the hotel |  | |  | |
|  | Proximity to tourist spots / market |  | |  | |
| 6 | **Floor and area** |  | |  | |
|  | Carpet area of the rooms offered |  | |  | |
|  | Area of the toilet |  | |  | |
|  | Area of the balcony / verandah if any |  | |  | |
|  | Floor on which the rooms are located |  | |  | |
|  | Room numbers offered |  | |  | |
|  | Total rooms in the hotel |  | |  | |
|  | Any other information |  | |  | |
|  |  |  | |  | |
| 7 | **AMENITIES AVAILABLE** |  | |  | |
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**GENERAL :-**

* The tender (both Technical and financial bids) shall be signed on all pages only by the authorized signatory.
* Rent quoted shall be net inclusive of all taxes, cesses, charges etc. related to the premises, till the tenure of lease, including extended tenure, if any, as per financial bid format only by filling up all three columns (under Rate, Carpet Area, Total Rent Payable) and signed only by premises Owner / Power of Attorney Holder.
* The offer shall be valid for Four months from the date of opening of Price Bid.
* The Hotel shall execute the Lease Deed Agreement in Bank’s standard format (Standard format will be provided by bank accordingly).
* The lease period shall be minimum 3 years certain with 2 options of 3 years each.
* Enhancement in rent expected after the end of the original lease period of 3 years -

NOTE: Quote in percentage only

***Rates should not*** *be mentioned here or anywhere in* ***Technical Bid****.*

**DECLARATION**

I / We confirm that the above particulars are correct to the best of our knowledge. I / We will give the consent as per your Banks standard Performa if you find our premises suitable.

**PLACE: SIGNATURE:**

**DATE : NAME**

Encl:

* Documents for proof of owner ship (Sale deed/Tax receipt/Electricity Bill)
* Location map
* Photographs showing exterior as well as interior
* Certificate from Ministry of Tourism, Government of India for 3 star rating of the hotel
* All attachments as cited as above
* 2 Demand Draft enclosed [Tender fees Rs-2000/- (Non-Refundable) and Earnest Money Rs-10,000/-(Refundable)]

**(Proforma for Financial Bid) (annuxure B)**

To,

Regional Head

Central Bank of India,

Regional Office,

Second floor, lic chauk,

Nagpur 440001

**Reg Financial Bid for Holiday Home at Nagpur**

Ref Your advertisement dated dd/mm/yyyy published in ………….. Newspaper and on Bank’s website

Dear Sir,

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

…………………………………………………………………………..,

I / We hereby offer the 3 rooms on lease / rental basis as under :-

* Rent per room per month Rs. …………………. (Rupees ……………………………… …………………………………)
* Total for 3 rooms per month Rs. ….……………. (Rupees ……………………………… …………………………………)

The rate quoted is inclusive of all taxes, cess, service charges, parking charges, etc. and also the amenities for the rooms as detailed in the Technical bid.

**Tender fees from each bidders will be Rs-2000/- (Non-Refundable) and Earnest Money Rs-10,000/-(Refundable)**

Yours faithfully,

( Name ……………………)

Place : ……………………

Date : ……………………..