

**QUOTATION FORM PART – I (TECHNICAL BID)**

Senior Regional Manager  
Prathama U P Gramin Bank  
Regional Office, Jhansi  
803/B-1, Gwalior Road, Jhansi  
UP (284002)

Dear Sir,

The details of premises which I / we offer to lease out to the Bank are as under :

1-Name of owner/s

2-Share of each owner, if any,

Under joint ownership

3-Location :

a-Name of the building

b-Number and Street

c-Ward/ Area

4-Building :

a-Type of building

(Residential/ Commercial/ Industrial/ Mixed)

b-Type of building

(Load bearing / RCC / framed structure)

c-Clear floor height from floor to ceiling

d-Rentable carpet area offered to Bank :

i) At Basement

ii)At ground floor

iii)At first floor

iv)At second floor

v)Any other floor (please specify)

Total Area :

e-Specification of construction

i-Floor

ii-Roof

iii-Walls

iv-Doors and windows

v-Are M.S.grills provided to windows ? Yes / No

f-Running water facility available Yes / No

g-Sanitary facilities available Yes / No

h-Electrical supply with separate meter available Yes / No

i-Parking facility Yes / No

j-Electricity of ----- KVA power load with three phase connection is available in proposed premises.

I / We agree to execute Lease Deed in Bank's standard format

My/ Our offer will be valid for next six months from the date of offer.

Signature of the offerer

Name -----

Address -----

-----

Phone No. -----

Mobile No. -----

Place :

Date :

Strike out whichever is not applicable.

**QUOTATION FORM PART – II (FINANCIAL BID)**

Senior Regional Manager,  
Prathama U P Gramin Bank,  
Regional Office, Jhansi  
803/B-1, Gwalior Road, Jhansi  
UP (284002)

Dear Sir,

I/We offer to lease our premises located at \_\_\_\_\_ ( Other details of which are given in Part I) as following rate :

Floor Carpet Area  
(in sq.ft.)  
Rate  
(Rs. Per sq.ft.)  
Total price / rent  
p.m. (Rs.)

Basement  
Ground floor  
First floor  
Second floor  
Any other floor  
Total :

I/We agree to :

- i) execute Lease Deed in Bank,s standard format.
- ii) Bear all the taxes including Service Tax, non-confirming / misuse/ conversion/ Parking charges, cesses etc. related to the premises.
- iii) Bear the cost of execution and registration of Lease Deed.
- iv) To lease the premises in favour of Bank for \_\_\_\_\_ years with \_\_\_\_\_ options of \_\_\_\_\_ years each with \_\_\_\_\_ % increase in rent at each option.

Do you require loan for construction of premises / building ? Yes / No

If yes, then estimated cost of construction Rs.-----

Loan amount required Rs.-----

Any other terms and conditions (Please specify)

My/ Our offer will be valid for next six months from the date of offer.

Signature of the offerer

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_

Date \_\_\_\_\_

-Strike out whichever is not applicable.

### **Terms and conditions for the proposed Bank Building / Premise**

Some of the terms and conditions, which an offerer should ensure while applying for the proposed premises :

- Applicant will be required ; i) to provide proof of ownership along with application and ii) NOC for opening of Bank from Competent Authority of their area at their own cost at the time of finalization.
  - The offerer must have a clear title to the property
  - The premises must be suitable from the point of view of security and have all civic facilities such as adequate sanitary arrangements, Water and Electricity, Natural light and Ventilation.
  - The premises should be strong and modern and should provide for natural structural safety from hazards of fire, theft and collapse.
  - The premises should be strong enough to bear weight of strong Room, Strong Room Doors, Safe and Lockers cabinet, RCC construction for Strong Room / Currency Chest should be as per RBI approved BIS specifications.
  - The offerer of the premises will have to execute Bank's standard lease deed and bear the cost of execution and registration of Lease Deed.
  - The offerer should bear all the taxes including Service Tax, non confirming/mis user/ conversion/ parking charges, ceases etc. related to the premises.
  - The offerer have to provide space for Canteen, Generator Set, two toilets ,V-sat on roof top, R F and Parking free of cost.
  - Applicants having a larger area than our above requirement must give an undertaking to agree to offer space as per bank's requirement in absence of which, such applications are liable to be rejected.
  - For branch Adequate KVA power load with three phase connection is also required/ Interested parties, who are ready to lease out their available premises located preferably at Ground Floor at the following places with the requisite details on long term lease basis preferably for 10/15 years or more. may apply.
- The cover containing technical details should be marked envelope no. 1 and superscripted with TECHNICAL BID and the cover containing Financial details should be marked as envelope no.2 and super scribed with FINANCIAL BID. Both these covers duly sealed should be put up in the third cover super scribed with "offers for premises located at ----- (Branch)" and it should also bear the name, address and contact number of the offerer on all the three envelopes. The third cover duly sealed should be addressed to Regional Officer, Prathama UP Gramin Bank, Regional Office, 803/B-1, Gwalior Road, Jhansi (UP) and submitted as detailed hereunder. The offer as above should be submitted in the bank's prescribed format only which may be obtained submitted from / to Regional Officer Prathama UP Gramin Bank, Regional Office, Jhansi between 10.00 A.M. to 5.00 P.M. on all working days.
- The sealed offers will be received at the one address and on the same timings.
- The bank reserves the rights to reject any / all offers without assigning any reasons whatsoever. No brokerage will be paid by the bank.

The offerers can down load the Performa from the Web site and submit the same at the above address as per time schedule given above.

**Senior Regional Manager**