



GRAMIN BANK OF ARYAVART
HEAD OFFICE: A – 2/46 VIJAY KHAND, GOMTINAGAR, LUCKNOW - 226010

PURCHASE OF OFFICE PREMISES AT LUCKNOW

Gramin Bank of Aryavart desires to purchase a building for its **HEAD OFFICE / RO etc complete** with all the necessary permissions and certificates from the concerned local authorities. The property should be **free from encumbrances (In case of any charge/mortgage specific details should be given)** and provisions of **urban land ceiling act** and the owner must have a **clear and marketable title** on the same. The premises likely to be ready for occupation with guaranteed possession and **permanent water / electricity connection** within **6 months** from the date of pre bid meeting is also eligible. The location, carpet area requirements, the schedule of dates for pre-bid meeting and final submission of the bid etc. are tabulated for easy comprehension.

Details of requirements of Premises

Approximate (Build up area) of the premises sq.ft	Number	Preferred location
Approx 21000 sq. ft. Build up area. Super area approx 22000 sq.ft.	1	Commercial area in 3 kms radius from Bank of India, Zonal office, Lucknow, Vibhuti Khand, Gomti Nagar for Bank's use as Head Office / RO.

Schedule of issue and acceptance of forms etc.

SI No	Details	Dates & time
1	Dates of issue of application forms / Tender document.	21.01.2014, 11.00AM to 4.00 pm
2	Last date for issue of application forms/ Tender document.	17.02.2014 upto 3.00 pm
3.	Last date for submission of application forms	17.02.2014 ; before 4.00 pm
4	Opening of Technical bids	26.02.2014 ; 3.30 pm
5	Validity of offer	6 months w.e.f. the date of opening of technical bid.
6	Pre Bid meeting	04.03.2014 ,3.00 pm.

The prospective Bidders meeting the above requirements are requested to collect application form / tender documents viz. Technical Bid & Financial bid from the office at the following address by paying Rs 1000/- as D.D. /Pay order (Banker's Cheque) payable at Lucknow. The tender documents will be issued between **11.00 a.m. to 4.00 p.m. on all working days (On Saturday between 11.00 am to 1.00 pm)** from 21.01.2014 to 17.02.2014, at the following address:

The General Manager
Gramin Bank of Aryavart
Head Office
A -2/46, Vijay Khand,
Gomti Nagar,
Lucknow - 226010
Ph 7388800788

The application form / tender documents can also be downloaded from the Bank's Web Site www.aryavart-rrb.com under "Tender". **Separate application form / tender documents are to be submitted for each proposal.** The applicant should submit a **demand draft / pay order (Bankers Cheque)** payable at Lucknow for Rs 1000/- favouring Gramin Bank of Aryavart

along with the Technical Bid and financial bid duly filled in along with other documents at the following address failing which, their application is liable for rejection.

**The General Manager
Gramin Bank of Aryavart
Head Office
A -2/46, Vijay Khand,
Gomti Nagar,
Lucknow - 226010
Ph 7388800788**

The envelope containing technical details along with **credentials like clear title, municipal approved layout plan / duly approved maps etc.**, as mentioned therein should be marked Envelope No.1 and superscribed as 'TECHNICAL BID' and the envelope containing financial details should be marked Envelope No. 2 and superscribed as " FINANCIAL BID" . Both these envelopes duly sealed should be put in a 3rd Envelope superscribed as **"OFFER OF PREMISES FOR HEAD OFFICE/ REGIONAL OFFICE"** and all the 3 covers should also bear the name and address/phone number of the offeror. The 3rd envelope containing 1 & 2 duly sealed should be addressed to The **General Manager, Gramin Bank of Aryavart, Head Office, and Lucknow** and to be deposited **latest by 5.00 p.m. on or before 17.02.2014 at the address mentioned above.**

The Technical Bids will be opened on 26.02.2014 Wednesday at 3.30 p.m. at the above office of Gramin Bank of Aryavart in the presence of tenderers, who chose to be present on that date and time. All tenderers are advised in their own interest to be present on that date, at the specified time.

Offers from brokers/intermediaries will not be entertained.

Priority will be accorded to the property to be sold by the Public Sector Banks/undertakings or Government Departments provided Bank's requirements and rates thereof are in consonance with extant rules of the Bank/CVC super ceding over other private tenderers.

The Bank reserves the right to reject any or all the tenders without assigning any reason whatsoever. Canvassing in any form will disqualify the tenderer.

General Manager



GRAMIN BANK OF ARYAVART
HEAD OFFICE: A – 2/46 VIJAY KHAND, GOMTINAGAR, LUCKNOW
PURCHASE OF OFFICE PREMISES AT LUCKNOW
Tender for Office Premises

Gramin Bank of Aryavart desires to purchase a building for its **HEAD OFFICE/ RO.** complete with all the necessary permissions and certificates from the concerned local authorities. The property should be **free from encumbrances (In case of any charge/mortgage specific details should be given)** and provisions of **urban land ceiling act** and the owner must have a **clear and marketable title** on the same. The premises likely to be ready for occupation with guaranteed possession and **permanent water / electricity connection** within **6 months** from the date of pre bid meeting is also eligible. The location, carpet area requirements, the schedule of dates for pre-bid meeting and final submission of the bid etc. are tabulated for easy comprehension.

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The application form / tender documents can also be downloaded from the Bank's Web Site www.aryavart-rrb.com under "Tender". **Separate application form / tender documents are to be submitted for each proposal.** The applicant should submit a **demand draft / pay order (Bankers Cheque) payable at Lucknow for Rs 1000/- favouring Gramin Bank of Aryavart** along with the Technical Bid and financial bid duly filled in along with other documents at the following address failing which, their application is liable for rejection.

**The General Manager
Gramin Bank of Aryavart
Head Office
A -2/46, Vijay Khand,
Gomti Nagar,
Lucknow - 226010
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2. The application form / tender document can also be down-loaded from Bank's website www.aryavart-rrb.com
3. If the owner / offeror has premises to be offered, at different locations, separate tenders have to be submitted for each of location of the premises.
4. The completed application form / tender documents (Technical Bid and Finanacial bid in separate sealed envelopes, duly marked as "Technical Bid" and "Finanacial bid" are to be placed in a single cover superscribed "OFFER OF PREMISES FOR HEAD OFFICE / REGIONAL OFFICE" along with credentials like clear title certificate, Municipal /other competent authority's approval, sanctioned layout plans/duly approved map, etc. as mentioned in Technical Bid should be submitted.
- 4.1 Last date of submission of Tenders is upto 5.00 pm on **17.02.2014** the application form / tender form have to be submitted in the following manner.
 - i) **Envelope marked as I:** Technical Bid, duly completed in all respects, be put in this envelope and sealed. The envelope would be superscribed as "TECHNICAL BID".
 - ii) **Envelope marked as II:** Financial bid be put in this envelope and properly sealed. This envelope would be superscribed as "FINANCIAL BID". The envelope will be opened if the technical bid offer is found suitable and the date of opening financial bid will be intimated to you separately.
 - iii) **Envelope marked as III:** The above two sealed envelopes No.I & No.II be placed in envelope No.III and sealed (i.e. envelope marked as III, will contain two envelopes marked as I & II). This envelope marked as No.III would be superscribed as **OFFER OF PREMISES FOR HEAD OFFICE / REGIONAL OFFICE.**
- 4.2 The duly filled-in and sealed and superscribed tender envelope must be submitted at the above address.
5. Application fee of **Rs1000/- (non-refundable)** by Demand Draft / Pay Order /Banker's cheque drawn in favour of Gramin Bank of Aryavart payable at **Lucknow** should be enclosed along with the Technical Bid. **An initial EMD of Rs 50000/- (Rs. Fifty thousand only) drawn in favour of Gramin Bank of Aryavart payable at Lucknow** should be enclosed along with the Technical Bid. **EMD of bidders who are not qualified for opening of financial bids will be refunded within 15 days(without interest) from the date of opening of Technical Bid. EMD will be forfeited if the bidder withdraws their offer before opening of financial bid for any reason. Offers without application fee and EMD will not be considered further.**

6. The Technical Bids will be opened on **26.02.2014 (Wednesday) at 3.30 p.m.** at the Head Office at the above address in presence of the tenderers. All the tenderers are advised in their own interest to be present on that date at the specified time. No separate intimation will be given in this regard.

7. **Offers from Brokers/Intermediaries will not be entertained.**

8. Bank reserves the right to reject any or all the tenders without assigning any reasons whatsoever. Canvassing in any form will disqualify the tenderer. No brokerage or any other charges pertaining to tender will be paid by the bank.

9. Priority will be accorded to the property to be sold of by the Public Sector Banks/undertakings or Government Departments provided Bank's requirements and rates thereof are in consonance with extant rules of the Bank/CVC super ceding over other private tenderers.

10. All the offers received will be screened and short listed by the in-house Committee of the Bank based on the requirement specified and the details submitted by the bidder, if required by carrying out inspection of the offered sites/premises. All such short listed offers will be further inspected, examined scrutinized by the **Committee** or by any authorised person and will be further evaluated on the qualitative aspects in various parameters. The detailed list and marks assigned to each parameter is as under:

Sr No	Parameter	Maximum Marks
1	Locational factor i) Full marks for good commercial locality & without any slums/ fowl smell area around such as storing garbage, slaughter house, clumsy roads, heavy traffic movement, highway roads etc. ii) Other combinations (Max -5 marks)	15
2	Radial Distance from Zonal office of Bank of India, Vibhuti Khand, Gomti Nagar, Lucknow i) upto one Kms (Full marks) ii) upto two kms (15 marks) iii) Upto three kms (10 marks) above 3 KMs –No marks	20
3	Time required to deliver possession from date of acceptance i) Ready for occupation and upto /within four months (Full marks) ii) Within six months (10 marks)	20
4	Entrance in the building i) Entry from East and West – 15 marks ii) Entry from two sides – 10 marks iii) Entry from any two opposite sides – 5 marks	15
5	(a) Exclusivity and number of floors offered i) Fully exclusive building /complex with lift -50 marks ii) Fully exclusive floor with exclusive lift- 20 marks iii) Fully exclusive floor with common lift-15 marks iv) Exclusive two floors with an exclusive lift-15 marks v) Exclusive two floors with common lift-10 marks vi) Exclusive more than two floor with common lift – zero	50

6	Premises location Floor wise weightage: i) Ground, First and serially above floor/s – Full marks ii) Second , third and serially above floor/s-15 iii) Fourth , fifth and serially above floor/s - 10	20
7	a) Quality of construction, specification of internal fixtures / finishing items in case of ready to occupy. i) Excellent (15) ii) Good (10) iii) Above Average (05) iv) Others – (0)	15
8	Internal layout of premises and layout of building in complex and other facilities. i) Most suitable(10) ii) Good (06) iii) Average (03)	10
9	Reputation of Builder i) Excellent (10) ii) Good (06) iii) Above Average(03) iv) Others (0)	10
10	Availability of car parking i) Exclusive covered car parking for 12 four wheelers, 25 two wheelers (Full marks) ii) Exclusive covered car parking for 7 four wheelers, and open parking 18 two wheelers -20 marks iii) Exclusive open car parking for 7 four wheelers, and open parking for 18 two wheelers -15 marks iv) Combination of covered and open parking (Proportionate) – 10 marks For parking of vehicles bye laws will be applicable. There must not be any mismatch.	25
	TOTAL	200

Financial bids will be opened only if at least two bidders are technically qualified and deposit Security Deposit (as mentioned in clause No.12).

11. Bidders are advised to note importantly that evaluation of offers will be under Combined Quality cum Cost Based System (CQCCBS). The methodology under this system will be as under:-

- (i) Preliminary evaluation of the technical bids will be done to ensure that the bidders fulfil the basic selection criteria as per detailed terms and conditions specified in the tender documents.
- (ii) Thereafter, the technical bids will be subjected to detailed evaluation by allotting marks on various parameters/criteria prescribed in the bid document to arrive at the qualifying marks.
- (iii) Qualifying marks obtained by each bidder will be intimated to before opening of financial bid and will be allotted a weightage of 70% while the financial bids will be allotted weightage of 30%.
- (iv) The financial bids of only those bidders, who qualify technically by obtaining a minimum qualifying mark of 50% in their technical evaluation, will be opened.
- (v) Financial bid of the bidder with the lowest cost will be given a financial score of 100 and other bids will be given financial score that are inversely proportional to their quoted prices. Similarly technical bid of the bidder having obtained highest marks will be given technical score of 100 and other bids will be given technical score inversely proportional to the marks obtained by them.

- (vi) The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up.
- (vii) On the basis of the combined weightage score for quality and cost, the bidders shall be ranked in terms of the total score obtained. The bidder obtaining the highest total combined score in evaluation of cost and quality will be ranked as H-1 followed by the bidders securing lesser marks as H-2, H-3 etc. The bidder securing the highest combined score and ranked as H-1 will be invited for negotiation, if required and shall be considered for awarding the contract/order. The formula for working out the combined score will be as under:

Total scores= $T(w) \times T(s) + F(w) \times F(s)$

T (w) stands for weightage for Technical score i.e 0.7

T(s) stands for Technical score evaluated as mentioned in (v) above

F (w) stands for weightage for Financial score i.e 0.3

F(s) stands for Financial score evaluated as mentioned in (v) above

We produce below as example to clarify the matters. Suppose, there are three bidders (A, B & C) qualified based on the marks received / technical parameters and the marks received by them and rate quoted by them are as under:

Bidder	Marks obtained in Technical bid	Rate quoted Rs. Per Sq.ft carpet area
A	80%	15000
B	70%	13500
C	75%	14000

For the purpose of evaluation, the three bidders will be given scores as under:

Bidder	Technical score	Financial score
A	100	90
B	87.5	100
C	93.75	96.42

Total Score of the bidder will be as under:

A = $0.7 \times 100 + 0.3 \times 90 = 97$ (H1)

B = $0.7 \times 87.5 + 0.3 \times 100 = 91.25$ (H3)

C = $0.7 \times 93.75 + 0.3 \times 96.42 = 94.55$ (H2)

Bidder 'A' is the successful and L-1. Bank may purchase premises from L-1 after due evaluation.

12. Security Deposit (SD): All the offerers whose offers are finally shortlisted for opening their financial bids, have to deposit Security Deposit @ 3% of the Purchase value subject to maximum of Rs 1000000/- (Rs Ten lakhs only) towards the premises offered for sale by the offerer by a crossed demand draft favouring Gramin Bank of Aryavart before opening their financial bids of the short listed tenders technically. The financial bid of the offerer who do not deposit Security Deposit shall not be opened and their offer shall stand automatically rejected. EMD and Security Deposit will be forfeited if the offerer fails to honour the commitment in any manner. Security Deposit of unsuccessful offerers will be returned (without interest) within 15 days of opening of financial bids. In case any of the bidder/ offerer fails to participate in the financial bid, the Bank shall have the right to proceed with the remaining bidder / bidders

13. Penalty Clause: The Bank shall recover interest @ $1 \frac{1}{2}$ % p.m. on all the payments released before and after the committed date of possession of premises complete in all respect i.e Occupation Certificate of local authority and permanent water connection, lifts(if any) and water pumps in operation,etc except in cases where Bank decides to undertake completion works on its own at its discretion.

14. For further information, please visit A&S Department, Head office Lucknow or contact on telephone No 7388800600, 7388800788 in working hours

LUCKNOW
DATE 18.01.2014

GENERAL MANAGER

Details of Offer – Technical Bid

PART A: <u>GENERAL INFORMATION</u>	
1	Ref.No. _____ (This reference number is to be filled by the Vendor. The same reference number is to be quoted in financial bid also)
2	<u>Details of vendor / firm / builder /owner:</u>
2.1	Name of the Owner/Co./Firm, etc.
2.2	Address & Phone No.: FAX No. & E-mail address:
2.3	Name of the contact person:
2.4	Constitution of vendor / firm: (Whether Proprietary / Partnership /Pvt. Ltd. / Public
2.5	Copy of the registered Memorandum of Undertaking between Developers and the land owners.
3	Marketability of Title of the vendor:
3.1	Solicitor's / Advocate's name and
3.2	Detailed report of the Solicitor / Advocate for marketability of the titles is to be enclosed:
3.3	Details of encumbrances, if any
4	Details of Property:
4.1	Name of the owner
4.2	Location & Address of the property
	a. Name of the place
	b. Sector No/Khand/Colony
	c. Locality
4.3	Usage of property (as approved by Competent Authority) a. Commercial c. Residential/Commercial d. Shopping Complex e. Other (give details)

(Signature of Vendor with seal)

4.4	Distance to public amenities (in Kms.) (Give name and distance in first decimal fraction e.g. 2.1, 3.6 etc.)	
	a. Railway Station Gomti Nagar / Charbagh	
	b. Nearby Bus stand	
	c. Market/ Mall	
	d. Police Station Gomti Nagar	
	e. Educational Institution	
	f. Branch of Gramin Bank of Aryavart ,Bank of India, Lucknow Zonal office	
	g. Hospital	
	h. Post Office	
4.5	Details of locality – Type of locality a. Residential b. Commercial c. Shopping Complex d. Industrial e. Slum	
4.6	Whether the locality is free from special hazards like fire, flood, etc.	
4.7	Whether the locality has protection from adverse influence such as Encroachments, unauthorized hutments, Industrial nuisance, smoke, dust, noise, etc.	
PART B: TECHNICAL INFORMATION		
5	BUILDING	
5.1	Type of Building: (Residential/Commercial)	
5.2	Type of Construction (Load Bearing/RCC/Steel framed)	
5.3	Type of Foundation (Structure should be designed to take care of earthquake intensity applicable for the area)	
5.4	Whether the proposal is for sale of commercial building in multi-storied building.	
5.5	No. of Floors and height of each floor including Basement, if any	
5.6	Clear floor height from floor to Ceiling	
5.7	No. of wash rooms/toilets on each floor	
5.8	No. of other things in the building	
5.9	Total No. of Premises offered (floor-wise)	

(Signature of Vendor with seal)

5.10	Area of premises offered. Super area _____ sq.ft. Built-Up area _____ sq.ft. Plinth area _____ sq.ft. Carpet area _____ sq.ft. (Tenderers are advised in their interest not to leave any of the aforesaid columns blank under any circumstances. Tenderers are required to enclose layout plans of the premises on offer.)	
5.11	List of common areas included for the purpose of commuting super built up area and its percentage to : Carpet area _____ % Plinth area _____ %	
6	<u>CARPET AREA DETAILS</u>	
6.1	Total Area of Premises	_____ sq.ft.
6.2	Details of partitions / chamber:	
		Dimension
		Area (Carpet) (in sq.ft.)
	a. Halls	
	b. Toilets	
	c. Bath/Toilet (combined)	
	d. Store room, etc.	
	e. Passages	
	f. Others (Please specify)	
	g. Others (Please specify)	
	h. Others (Please specify)	
7	<u>CONSTRUCTION SPECIFICATIONS / MATERIALS USED</u> (separate Annexure may be used)	
	a. Floor	
	b. Internal Walls, if any	
	c. External Walls	
	d. Doors/Windows	
	e Bathroom	
	f. wall tiles in bathroom	
	g. Electrical Fittings	
	h. Sanction of electricity Load of premises	
	i. Separate meter installed load of premises	
	j. Others (Please spacificy)	
7.1	<u>AGE / CONDITION OF THE CONSTRUCTION / BUILDING</u>	
7.1.1	Newly constructed within 2 years (Completion and occupation certificate with date to been closed)	

7.1.2	Old construction - Mention year of completion (OC / CC to be enclosed)	
7.1.3	Under construction (Mention stage of construction)	
7.1.4	Time period required to complete the construction, in case it is under construction	
7.1.5	Whether structural stability certificate enclosed (Certificate shall be from Licensed Structural Engineer of Municipal Corporation)	
7.1.6	Likely date of possession a) As is where position:- b) Completed premises:-	
8	Details of Boundaries and adjacent buildings	
8.1	Boundary of the property a. North b. East c. South d. West	
9	AMENITIES PROVIDED (if any)	Nos.
	a. Fans	
	b. Geysers	
	c. Wardrobes	
	d. Exhaust Fans	
	e. Electrical Fittings – Tubelights etc.	
	f. Washbasins and mirrors	
	g. Shower in bathroom / bathtubs	
	h. Any other facility like intercom / telephone / dish antenna / internet, etc.	
	i. Details of internal furnishings	
9.1	COMMON FACILITIES PROVIDED (Give details)	
	a. Car Parking space	Reserved / Open
	b. Two wheeler parking	Reserved / Open
	c. Power / Electricity	Adequate and available / Not available
	d. Water supply Municipal Crpn. Borewell Overhead Tank	Provided / Not provided Yes / No Yes / No Give Capacity
	e. Lifts and their nos., if any	
	f. Generator for emergency	
	g. Anti lightening device	
	h. Security arrangements (fire-fighting/anti-burglary device etc.)	
	i. Proper sanitary / sewerage	
	j. Any other	

9.2	DETAILS OF PLANS / BLUE PRINTS / SANCTIONED PLAN	
9.2.1	Whether the plan of the property is sanctioned by Competent Authority	
9.2.2	If sanctioned, please enclose copy of approved land / site plans	
9.2.3	Names & Address / Phone No. of Architect	
9.3	IF THE PLANS ARE NOT SANCTIONED	
9.3.1	Give reasons	
9.3.2	How much time will be taken to obtain sanction	
9.3.3	Is there any deviation from the sanctioned plan	
9.3.4	Can these deviations be regularized?	
10	PROVISION FOR PROPER ARRANGEMENT OF FIRE SAFETY	
10.1	Are the safety measures taken	
10.2	If yes, give details of arrangements	
10.3	Is No Objection Certificate obtained/ Secured from the fire control authorities	
10.4	If yes, produce proof/ copies of Certificates	
11	COMPLETION / OCCUPATION CERTIFICATE	
11.1	Whether completion / occupation certificate is issued by the competent authority	
11.2	Designation of the authority which has issued the completion /occupation certificate	
11.3	Enclose a certified copy of the completion / occupation certificate	
12	DETAILS OF LAND / SITE	
12.1	Tenure of the land	
	a. Freehold	
	b. Leasehold	
	c. If leasehold give residual period of lease and name of the title holders	
	d. Annual lease rent & amount	
12.2	Size of the plot	
	a. Frontage in ft.	
	b. Depth in ft.	
12.3	Area of the plot	_____sq.ft.
	a. Coverage area (ground coverage)	_____sq.ft.

	b. Open area	_____sq.ft.
12.4	Topography of the land / site	
	a. Level	
	b. Undulated	
	c. Slopping	
	d. Low laying or raised	
12.5	Source of water supply to the Building	
12.6	Any establishment easements regarding right of way / passing for mains of water / electricity.	
12.7	Does the site or portion fall within railway / National Highway and whether underground cable traverse the site	
12.8	Site Plan of the land / site to be Enclosed	
13	<u>OTHER INFORMATION</u>	
13.1	Whether any readymade premises have been constructed and sold by the builder to any Government /Semi-Government Institutions / Financial Institutions etc, before. If so names and addresses of such clients and total cost of such sales to each client to be given.	
13.2	No. of years in the construction line	
13.2.1	Last 3 years turnover	
13.2.2	Details of last 5 projects completed - Date of commencement - Date of completion - Total value	
13.3	Name and address of the banker	
13.4	Name of the Structural Consultant with licence number	
13.5	Any other information not covered above / Other remarks, if any.	
14	LIST OF ANNEXURES: (attached separate sheet if space is found insufficient)	

(Signature of Vendor with seal)

*Vendor has to sign on each page

Certificate from the Owner/s

I/We _____(Name) M/s. _____

(Name/Company/ Body/Firm) hereby certify that I/we are the owners of the premises/property as described at

(Address)

and are legally entitled to sell the subject flat/property.

Signature of the Owner

I / We declare that the information furnished above is true and correct and conforms to the Bank's specifications.

Signature of Vendor

I/We further declare, confirm and undertake:

- (a) That the premises has clear marketable title and the premises is free from all court cases, litigation and is free from any kind of dispute of any nature.
- (b) That the property will be delivered mortgage free, if mortgaged, at the time of registration it will be cleared.
- (c) That the drafts of all documentation which may be finalized by the Bank and its solicitors/lawyers shall be final and binding on me/us.
- (d) That all the outgoing and other expenses will be borne by the Bank from the date of handing over of possession of the flat on conclusion of the sale transaction, whichever is later. Any expenditure/expenses prior to the said date will be borne by me/us.
- (e) To furnish the No Dues Certificate / NOC from the concerned Society, for which the entire payment will be made by me/us.
- (f) That the transfer fees or any other charges or contributions or outgo and all other expenses demanded by and / or payable for transfer of the offered premises to the Society, or to any other entity/authorities etc. incurred by either parties shall be borne and paid by me/us alone.
- (g) **I/We am/are aware that the Bank is not bound to accept the lowest or any or all the Tenders and will not be required to give any reason for rejecting any Tender.**
- (h) That the car parking (whether covered or stilt or open or both) would be as per the measurement at site and would be incorporated in the sale deed before execution of the sale deed or a letter authorizing the said use will be provided by us.
- (i) The form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.
- (j) That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.
- (k) That there is no mention of any financial details in the Technical Bid or anywhere else other than Financial Bid, **and that there are no technical and commercial conditions in Financial Bid.**
- (l) That the following documents as per the requirement of the Bank or its solicitors will be provided :
 - Sale deed or any other title documents through which the offered plot/premises was purchased by me/us earlier.
 - All original chain documents pertaining to the premises.
 - Receipt of payment of latest Society charges, Electricity Bill and any other charges.
 - Non-encumbrance Certificate and any other document required for effective transfer of the premises to the Bank.
- (m) My/our offer is open for acceptance for a period of 6 months from the date of opening of technical bids. During this validity period of offer, the Bid / offer will not be withdrawn (or) modified in terms of price and other terms and conditions equated in the technical and financial bids.
- (n) I/We, the undersigned am/are submitting this offer as per the directions given in the instructions/tender document and I/we understood the instructions fully.
- (o) **There are 7 pages in the Technical Bid and I have signed on each page, apart from Tender documents and financial bid.**
- (p) We understand fully that Priority will be accorded to the property to be sold of by the Public Sector Banks/undertakings or Government Departments provided Bank's Requirements and rates thereof are in consonance with extant rules of the Bank/CVC super ceding over other private tenderers.
- (q) We also understand that Gramin Bank of Aryavart reserves the right to reject any (or) All the tenders without assigning any reasons whatsoever and canvassing by me / us In any form will disqualify by me / us and / or my / our tender/s.

Place:

Date:

Signature of vendor with seal
SIGNATURE OF AUTHORISED SIGNATORY
 Name of the signatory:

TERMS AND CONDITIONS :

- 1.1 The terms and conditions shall form part of the tender to be submitted by the vendor to Gramin Bank of Aryavart hereinafter termed as "Bank".
- 1.2 Tender document received by the Bank after due date and time i.e. after **5.00 p.m. on 17.02.2014** shall be rejected outright.

All vendors are requested to submit the tender documents (TECHNICAL BID AND FINANACIAL BID) duly filled, supported by relevant documents at the following address:

The General Manager
Gramin Bank of Aryavart,
Head Office
A – 2/46, Vijaykhand, Gomtinagar
LUCKNOW- 226010
Ph 7388800788

- 1.3 All columns in the tender document must be duly filled and no column should be left blank. **"Nil" or "Not Applicable" should be marked** where there is nothing to report. All the pages of the tender documents should be signed by the authorized signatory of the tenderer. Any over-writing or use of white ink must be avoided. New figure should be written and must be duly authenticated by the tenderer. The Bank reserves the right to reject incomplete tenders or in cases where information submitted is found incorrect.
- 1.4 In case the space in the tender document is found insufficient, the vendor may use separate sheets to provide full information. This separate sheet must be properly signed.
- 1.5 The offer should remain valid at least for a period of 6 months (180 Days) from the date of opening of technical bids. During the validity period of the offer, the vendor should not withdraw / modify the offer in terms of price and other terms and conditions quoted in the technical and finanacial bids. The undertaking to this effect should be submitted along with the Technical Bid.
- 1.6 Priority/preference will be accorded to property to be sold or disposed of by Public Sector Banks/ Undertakings or Government Departments.
- 1.7 There should not be any deviations in the terms & conditions as have been stipulated in the tender document. However, in the event of imposition of any other condition, which may lead to deviation with respect to the terms & conditions as mentioned in the tender document, the vendor is required to attach a separate sheet marking "list of deviations" as part of technical bid.

- 1.8 Canvassing in any form will automatically disqualify the offerer. No brokerage will be paid. No brokers/Intermediaries are entertained.
- 1.9 **Property should be situated in good commercial area in aforesaid locations with congenial surroundings , proximity to public amenities and logistics.**
- 1.10 Offers of extended constructions over the existing buildings with external columns will not be considered.
- 1.11 **Bank will not make any advance payment. Payment will be made by Account Payee cheque/pay order only or through NEFT/RTGS to the vendor's account only.**
- 1.12 The particulars of amenities provided / proposed to be provided inside the premises, building, and complex should be furnished in the Technical Bid.
- 1.13 **Built up area**
THE BUILT UP AREA WOULD MEAN THE USABLE CARPET AREA AT ANY FLOOR LEVEL AND INCLUDES
i) ALL INTERNAL PARTITIONS, WALLS, COLUMNS, DOOR JAMBS, BATHROOMS, TOILETS.
ii) 50 % AREA OF FULLY COVERED BALCONIES
EXCLUDES PARTIALLY COVERED BALCONIES, DRY BALCONIES AND FLOWER BEDS AND COMMON AREA OUTSIDE THE PREMISES.
- Joint measurement will be taken in the presence of bank officials and / or technical persons, Architects/Engineers deputed by the Bank and vendor / authorized representative for computing/finalizing the exact Build up area . In case of premises of different areas available per floor, if the average build up area of all the premises on the floor is within the above mentioned cut off levels, Bank may consider the same. This is specially so to get exclusive possession of whole wing / whole building.
- 1.14 Technical Bids will be opened on 26.02.2014 **at 3.30 p.m.** in the presence of the tenderers/ authorized representatives. All the tenderers are advised in their own interest to be present on the date at the specified time. No separate intimation will be given in this regard.
- 1.15 The short-listed properties will be visited by Bank Officials (committee) / empanelled valuers & Architect for assessing the valuation and to verify the quality of construction, materials used, etc. The vendors should provide the requisite information / documentary proof to the visiting officials / Bank's approved valuers for verification.
- 1.16 The particulars of premises numbers floor-wise, wing, building name, etc. should be furnished in the Technical Bid. Details of measurements of the proposed premises offered should invariably

be furnished in the Technical Bid.

- 1.17 The property offered should be free from encumbrances and have clear and Marketable title. Adequate documentary evidence to this effect should be furnished along with the Technical Bid.
- 1.18 While furnishing the information in Technical Bid, full details of the items / materials used including the brand name, size, quantity, quality, etc. should be furnished for each and every item in the respective columns. In case of flooring, windows, doors, door shutters, etc. full particulars of quality of material used, thickness, size, brand name, etc. should be furnished. These details are subject to verification.
- 1.19 Plans duly approved by municipal authorities/competent authority should be submitted along with the Technical Bid. Particulars of TDR used, if any, and the eligible FSI and FSI used, etc. are to be furnished in the respective column along with the requisite certificates issued by the competent authorities. For old buildings, NOC from the Society may be enclosed.
- 1.20 All the legal documents required by the Bank for verification of the title clearance of the property should be submitted. The title certificate issued by Bank's Solicitor / Advocate only shall be considered.
- 1.21 It is the policy of the Bank to issue Public Notice in the leading newspapers inviting claims from the public, if any, before entering into conveyance deed / MOU for the offered property. The vendor should not have any objection in this regard.
- 1.22 The vendors, at their own cost, shall obtain Income Tax and other statutory clearances as and when required.
- 1.23 The following documents should be enclosed with the offers:
 - a) Copy of sanctioned plan and layout.
 - b) Copy of title investigation and Search Report along with copy of Title Deed documents.
 - c) Commencement Certificate from competent authority.
 - d) Structural Stability Certificate from licensed structural engineer of Municipal Corporation / Local authority.
 - e) Site plan copy.
 - f) NOC from the Society, in case offered flat is in old building.
- 1.26 Bank reserves the right to accept or reject any or all the tenders / offers without assigning any reason whatsoever.

Place :

GENERAL MANAGER

Date:

FINANACIAL BID
(Excluding stamp duty and registration charges)

Ref: Offer for sale of Commercial Premises for Head Office at Lucknow

Ref. No.....

(The reference number mentioned in the Technical Bid to be furnished)

Number of premises in building named _____ at _____ (place).

Sl. No	Location	No. of premises offered	Floor No.	Built up Area of PREMISES FLOOR WISE (refer to clause 6)	Rate per sq.ft. Built up area (Rs. in figures & words)	Amount inclusive of all charges (Rs. in figures & words)

Note:

- i) Vendors shall quote rate and amount excluding registration and stamp duty charges.
- ii) Finanacial bid be placed in a sealed envelope superscribed "Finanacial bid" and the same shall be placed alongwith Technical Bid cover in a larger envelope superscribed "Offer for sale of premises for Head office, Regional Office ect. at Lucknow". The name of the vendor should be mentioned at the bottom left hand corner of the envelope.

TERMS & CONDITIONS

1. The offer is valid for 6 months from the date of opening of technical bids. During the validity period of the offer I/We, irrevocably undertake not to withdraw / modify the offer in terms of price and other terms and conditions.
2. The rates quoted per sq.ft. for built up area should be **inclusive of all charges whatsoever.**
3. Bank will not make any upfront payment towards the cost of the premises or any charges.
4. The vendor whose offer is finalised should execute the conveyance deed simultaneously with possession of the premises complete in all respects within the time frame informed by the Bank in case where Bank prefers vendors to complete the premises in all respects.

(Signature of the vendor with seal)

5. Payment Terms: 97% of the cost of Building shall be made at the time of registration of sale deed taking over the premises (occupation certificate along with water, electrical and sewerage connection should be ready at the time of registration) and 3% of the cost will be held as retention money towards defect liability to be payable after a period of one year. During defect liability period, the vendor has to undertake all kinds of repairs to the building internal / external at his own cost.
6. **THE BUILT UP AREA WOULD MEAN THE USABLE CARPET AREA AT ANY FLOOR LEVEL AND INCLUDES**
 i) ALL INTERNAL PARTITIONS, WALLS, COLUMNS, DOOR JAMBS, BATHROOMS, TOILETS, etc.
 ii) 50 % AREA OF FULLY COVERED BALCONIES
EXCLUDES PARTIALLY COVERED BALCONIES, DRY BALCONIES AND FLOWER BEDS AND COMMON AREA OUTSIDE THE PREMISES.

Place :
Date :

Signature of the vendor with seal

1.1	All columns of the tender documents must be duly filled in and no column should be left blank. All the pages of the tender documents are to be signed by the authorised signatory of the Tenderer. Any over-writing or use of white ink is to be duly initialled by the tenderer. The Bank reserves the right to reject the incomplete tenders.
1.2	In case the space in the tender document is found insufficient, the tenderers may attach separate sheets. Each such sheet must be properly signed.
1.3	The offer should remain valid at least for a period of 6 months to be reckoned from the date of opening of technical bid.
1.4	The cost quoted should be inclusive of any escalation. Bank shall not entertain any further claim of escalation charges at any stage.
1.5	There should not be any deviation in terms and conditions that have been stipulated in the tender documents. However, in the event of imposition of any other condition, which may lead to a deviation with respect to the terms and conditions as mentioned in the tender document, the tenderer is required to attach a separate sheet marking "list of deviations" .
1.6	The Technical Bid will be opened on 26.02.2014 at 3.30 p.m. in the presence of tenderers who chose to be present at the above office. All tenderers are advised in their own interest to be present on that date at the specified time.
1.7	The Bank reserves the right to accept / reject any/ all the tenders without assigning any reason therefore
1.8	The exclusive building in commercial/mixed area and in ground/first floor is preferred. The plan should be approved for commercial use

	only. Priority will be accorded to the property to be sold of by the Public Sector Banks/undertakings or Government Departments provided Bank's requirements and rates thereof are in consonance with extant rules of the Bank/CVC super ceding over other private tenderers.
1.9	Canvassing in any form will disqualify the tenderer. The short-listed tenderers will be informed by the Bank for arranging site-inspection of the offered premises.
1.10	Income Tax and other statutory clearances shall be obtained by the tenderers at their own cost as and when required. All payments to the successful tenderers shall be made by Account Payee cheques/NEFT/RTGS in the vendor's account only.
1.11	Offers with covered parking will be preferred.
1.12	Offers of extended constructions over the existing buildings with external columns will not be considered.
1.13	A pre-bid meeting of all the intending tenderers who have paid Rs1000 /- for purchase of tender application forms and EMD and desirous of attending shall be held on 04.03.2014 at 3.00 pm at Head office of the Bank.
1.18	All the offers received will be screened and short listed by the in-house Committee of the Bank based on the requirement specified and the details submitted by the bidder, if required by carrying out inspection of the offered sites. All such short listed offers will be further inspected and examined by the Committee or any other authorized person of the Bank and will be further evaluated on the qualitative aspects in various parameters like locational factor, distance from local railway station/metro stations, amenities available, exclusivity, nearby surroundings, proneness to water logging/flood etc., quality of construction, efficacy of the internal layout of premises and layout of buildings in the complex and reputation of the builders etc. Depending upon the response, offers will be short listed for opening of the cost bids. The payment terms and its stages to be released the ratio of the weightages to be assigned to the qualitative aspects as mentioned above and to the rate/price quoted in the financial bid will be decided in consultation with the Committee and will be advised to all short listed bidders upfront before opening of the financial bids . With a view to bring all the offers on common platform/payment terms etc if required, the Bank at its discretion can call further financial bids from all such short listed bidders.. The Bank also reserves the right to accept any or reject any/all of the offers without assigning any reasons therefore.
1.19	Conveyance of the property will be made in the name of bank immediately after finalisation of the deal.
1.20	In case of ready/built premises, the payment will be made against the delivery of possession of the premises and execution and registration of the sale deed therefore. In the case of the offers for the premises in the projects/buildings which are under launching/ construction and are likely to be completed within 6 months, the terms and stages of payment to be released to the vendor will be linked to the progress of the work The cumulative payments to be made will also have to be

	secured by the Bank Guarantee issued by the Bank other than Gramin Bank Of Aryavart. The said BG will be kept valid till such time possession of the premises is delivered and occupation /completion certificate is obtained.
1.21	A sum equivalent to 3.00% of the total value of deal shall be deducted from the final payment of the vendor and shall be paid after the defect liability period of 12 months, on rectification and making good all the defects noticed during the defect liability period. A Bank Guarantee of equivalent amount may also be considered.
1.22	In case of default in completion of work/handing over building to bank within stipulated period/authorised extended period, liquidated damages @ 0.5% per week subject to a maximum of 5% of the deal value will be charged to the vendor by the bank and the Bank shall recover interest @ 1 ½ % p.m. on all the payments released before and after the committed date of possession of premises complete in all respect i.e Occupation Certificate of local authority and permanent water connection, lifts(if any) and water pumps in operation,etc.
1.23	Measurement of Built up area: Will be done as defined earlier.
1.24	The finally selected bidder based on the techno- commercial evaluation of the property will have to give an irrevocable letter of undertaking to the Bank that he will keep his commitment for sale of building to the Bank and will not back out for any reason whatsoever. The Bank will also have discretion to ask for the registration of offer to sale so that offeror may not back out in future. Bank may also ask for a suitable EMD/Bank Guarantee/ Registered sale agreement at the time of issuing the letter of intent to the vendor for purchase of premises for the purpose as above.
1.25	Certificate- We have carefully perused the aforesaid terms and conditions and agree to abide by the same in the event of our offer is accepted by Gramin Bank Of Aryavart.
1.26	Rate should be quoted for build up area.

Place: LUCKNOW

Date: 18.01.2014

GENERAL MANAGER