ANNEXURE-I

(Website Advertisement)

INVITATION FOR OFFER

BARODA U.P. BANK invites proposals / offers in single bid system from owners / Builders / Developers having clear and marketable titles over land and built-up property, having carpet area of 1000 Sqft(+-15%) for acquiring premises for shifting of a Branch on lease basis in the following areas in order of preference:

Location: Baghnagar-Khailiabad

Preference shall be given to offers from Public Sector Units/Bank's/Undertakings and Government Departments.

Location of premises should be within...500....meters (approx.) from the current premises of Baroda UP Bank.

Premises should consist 2 rooms, Hall, -2- separate Toilets for male & female.

Premises should have adequate parking space and it should be ready for possession/accommodation within a period of 3 months from the date of advertisement*.

Offeres in two sealed envelopes in conformity with Single-bid system should contain the following Details.

Envelop No. (1) Marked "Financial Bid" Should contain strictly Financial details viz. Rates per sq. mtr. Sq.ft. on carpet area, details of Municipal taxes and lease expenses etc. Carpet area (as per IS Code 3861-2002) shall exclude staircase, corridor and passage, porch, shaft and machine rooms for lifts, air-conditioning duct, loft, built-in wardrobes & shelf, intermediate pillars / columns, partitions & wall and other obstructions, verandahs, balcony, bathrooms and lavatory etc.

Offers should be for a minimum period of -120- days from the last date of submission. No Brokerage shall be paid. The sealed covers marked as Price Bid superscribing advertisement reference and applicant name & address submitted to The Regional Manager, Regional Office Baroda UP Bank near bypass chaara ha mehdawal road Khailiabad-272175 on or before 14-10-2023 by 17.00 hrs.*

Any decision taken by Bank at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.

Date: 16-09-2023

Regional Manager

Attached- ANNEXURE.IV, ANNEXURE.VII, सवन स्वामी द्वारा प्रस्तुत सहमति पत्र की प्रति
## ANNEXURE-IV

**SUGGESTED FORMAT FOR FINANCIAL BID**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Full Name of Owner</td>
</tr>
<tr>
<td>2.</td>
<td>Location of Premises</td>
</tr>
<tr>
<td>3.</td>
<td>Rental rate per sq.ft. of Carpet area. Quote to be in carpet area only and not any other area. (Only Ground floor premises to be offered) per sq.ft. per month (inclusive of taxes)</td>
</tr>
<tr>
<td>4.</td>
<td>Municipal Taxes. To be borne by Landlord invariably Taxes including revision in future To be borne by Landlord invariably.</td>
</tr>
<tr>
<td>5.</td>
<td>Please note that Municipal taxes / cess/ services to be borne by Landlord. Service charges like Society charges, maintenance charges to be borne by the Bank.</td>
</tr>
<tr>
<td>6.</td>
<td>Other charges like Society Charges / Maintenance charges / Charges for Amenities (Please quantify)</td>
</tr>
<tr>
<td>7.</td>
<td>Goods &amp; Service Tax (GST) on rent (to be borne by whom)</td>
</tr>
<tr>
<td>8.</td>
<td>Period of Lease</td>
</tr>
<tr>
<td>9.</td>
<td>Desired enhancement in rent</td>
</tr>
<tr>
<td>10.</td>
<td>Cost of execution of Lease Deed to be shared in proportion 50:50</td>
</tr>
<tr>
<td>11.</td>
<td>Interest free rent advance required, if any</td>
</tr>
<tr>
<td>12.</td>
<td>Loan amount required for construction / renovation of premises. If any</td>
</tr>
<tr>
<td>13.</td>
<td>Any other condition, if any.</td>
</tr>
</tbody>
</table>
ANNEXURE-VII
OFFER LETTER TO BE GIVEN BY THE LANDLORD [S]
OFFERING PREMISES ON LEASE

From,

To,
The Manager
Baroda U.P. Bank

Dear Sir,

Sub: OFFER TO GIVE THE PREMISES ON LEASE FOR YOUR BRANCH / OFFICE.

We offer to give you on lease the premises described here below for your ___________ branch / office.

a) Full address of premises offered on lease
b) Distance from the main road / cross road
c) Whether there is direct access to the premises from the main road
d) Floor area - (Carpet Area in sq. ft. floorwise)
e) Year of construction
f) Landlord to submit stamped undertaking that construction has been done as per Local Body approved Plan and bye-laws and no illegal construction is carried out by him /her / them.
g) If the building is new, whether occupancy certificate is obtained.
h) If the building is yet to be constructed
   i) Whether the plan of the building is approved (copy enclosed)
   ii) Cost of construction
   iii) Time required for completing the construction
i) If the building is old whether repairs / renovation is required
   i) If so cost of repair / construction.

Boundaries
East
West
North
South
TERMS & CONDITIONS:

a) Rent – Floor-wise rent payable at the following rates i.e.

<table>
<thead>
<tr>
<th></th>
<th>Floor</th>
<th>Carpet Area (sq.mtr.)</th>
<th>Rent Rate(Rs.) per sq.mtr. of Carpet Area per month</th>
</tr>
</thead>
<tbody>
<tr>
<td>i)</td>
<td>Basic Rent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii)</td>
<td>Service Charges, if any (Society charges etc.)</td>
<td>Give Details</td>
<td></td>
</tr>
</tbody>
</table>

With effect from i.e. the date of handing over vacant possession after completion of the construction, repairs, renovation additions, payable within 5th working day of succeeding calendar month. For services etc. the respective service rent will be payable from the date the service is available.

b). Lease Period:

i). ____________ years certain and _____ years option from the date of handing over vacant possession after completion of construction, repairs, renovations, additions, alterations etc with ______ % enhancement in rent after ______ years.

ii). In case I / We fail to discharge the entire loan to be (granted by the Bank for construction / repairs/ renovation / addition of the premises) along with interest within the agreed period of lease, I/We, agree for further extension of lease at the same rental rates, as will be paid at the time of expiry of agreed lease period till the loan with interest is cleared in full. This is without prejudice to the rights of the Bank to recover such outstanding by enforcement of the security or by other means such as may be deemed necessary by the Bank.

iii). You are however at liberty to vacate the premises at any time during the pendency of lease by giving three months notice in writing without paying any compensation for earlier termination.

c). Rates & Taxes:

All existing and enhanced Municipal Corporation Taxes, rates and cesses will be paid by me/us. This condition cannot be modified by Landlords. If any notice is received by the Bank from the Authorities concerned on a/c of default, I / We shall pay the liabilities immediately or I / We authorise you to pay the same against adjustment of future rent payable to me / us.

d). Repairs / Maintenance:

i). Bank shall bear actual charges for consumption of electricity and water. I/We undertake to provide separate electricity/ water meters for the purpose.

ii). All repairs including annual/periodical colour wash and annual / periodical painting will be got done by me / us at my/ our cost. In case, the repairs and or white / colour washing is / are not done by me/us as agreed now, you will be at liberty to carry out such repairs or white/ colour washing etc. at our cost and deduct all such expenses from the rent payable to us.
e). Rental Deposit:
You have to give us a sum of ___________ being the advance rent deposit for ___________ months which will be refunded to you during the lease period or before surrender of the premises or from the second year of lease and preferably in 12 to 24 months instalments as stipulated to me/us by you (Applicable only where no loan component is involved).

or

f). Loan:
I / We may be granted a loan of ___________ (Rupees ___________ only) that may be sanctioned as per the norms of the Bank which will be cleared with interest within the stipulated period of lease and also to undertake to repay the loan by adjusting the monthly rent as per the stipulations of the Bank. The estimate of cost of construction/ renovation is ___________.

Further, I/We undertake to offer the land and building as security for the loan granted for the construction of the building.

g). Lease Deed / Registration Charges:
If you require, I/We undertake to execute an agreement to lease/regular lease deed in your favour containing the mutually accepted/sanctioned terms of lease at an early date. I/We undertake to bear the charges towards stamp duty and registration charges for registering the lease deed on the basis of 50:50 between the Bank and me/us.

h). I / We undertake to provide space for outdoor fans / units for Air-Conditioners (Split ACs).

i). I / We give permission for installation of On-site ATM within the premises including structural changes and undertake to provide space to install V-SAT antenna, Radio Mast Pole antenna, solar panels etc.

DECLARATION:

a). I / We, am / are aware that, the rent shall be calculated as per the carpet area which will be measured in the presence of landlord/s and Bank Officials after completion of the building in all respect as per the specification/requirement of the Bank.

b). The concept carpet area for rental purpose was explained to me/us and clearly understood by me/us according to which the area occupied by Verandah, Corridor & passage Entrance hall & Porche, Staircase & stair cover, Shaft & machine room for lift, A/C Ducts/ plant room, Shaft for sanitary / water-supply / garbage/ fire fighting / electricity / telecommunication / AC, Bathrooms, Lavatories, Stilt, Covered / open parking spaces, Pump Room, Flower Bed, Watchmen / s Chowky, Storage Tanks, Chajja, Canopies & Worship Places and other uncovered area would be excluded for arriving at rental payments. (strike out whichever is not applicable, particularly for toilet (s)).

c). Bank is at liberty to surrender any part of the premises during the currency of the lease without payment of any compensation / rent for the unexpired lease for which I / We shall not have any objection.
d). The following amenities are available in the premises or I/We agree to provide the following amenities (Strike out whichever is not applicable) at our cost.
i). The strong room area will be constructed strictly as per the Bank's / RBI's specifications and size. Strong room door, grill gate, tangbar, ventilators are to be supplied by the Bank.
ii). A partition wall will be provided inside the strong room segregating safe deposit vault and cash room.
iii). A lunch room for staff and stock room will be provided as per the requirement /specification of the Bank/A wash basin will also be provided in the lunch room.
iv). Separate toilets for gents and ladies will be provided.
v). A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.
vi). Entire flooring will be of vitrified tiles and walls distempered.
vii). All windows will be strengthened by grills with glass and mesh doors.
viii). Required power load of _______KVA for the normal functioning of the Bank and the requisite electrical wiring/points will be provided.
ix). Continuous water supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary electric motor of required capacity will be provided.
x). A suitable space for fixing sign boards on the front walls of the building will be provided at no extra cost.
xii). Electrical facilities and additional points, (lights, fans, power) as recommended by the bank will be provided.

e). I / We declare that I am/are the absolute owner of the plot/building offered to you and having valid marketable title over the above. I/We also confirm that there is no litigation / court order against this property.
f). The charges/fees towards scrutinising the title deeds of the property by the Bank's approved lawyer will be borne by me/us.
g). You are at liberty to remove at the time of vacating the premises all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.

h). If my/our offer is acceptable, I/We will give you possession of the above premises by _______________ (Date)
i). I/We further confirm that this offer is irrevocable and shall be open for _______________ days from date hereof, for acceptance by you.

Yours faithfully,

Date:
भवन स्वामी द्वारा प्रदत्त सहमति पत्र

प्रारूप-3

मे एतददारा निम्नानुसार सहमति प्रदान करता हूँ कि—
01. मेरे द्वारा भवन पश्चिमक जनमद— प्रथम परिसर को बड़ी युगी, बैंक, शाखा नामक पोर्ट जनमद—— प्रति वर्गफीट किसान की दर से लीज के आधार पर किसान हेतु प्रस्तावित की गयी है। मेरा भवन परिसर ग्राम/गोमंडला पोर्ट — जनमद—— मे स्थित है जिसका कार्यपट एरिया ———— वर्गफीट है। वीचार के पश्चात मेरे मानन का ———— वर्गफीट कार्यपट एरिया बड़ी युगी। बैंक को 8/10 वर्ष हेतु स्थायी प्राप्ति हेतु स्थायी प्राप्ति की दर से देय ज्ञापन फिर रात्रि प्राप्ति हेतु स्थायी प्राप्ति के आधार पर बैंक नियम एवं शास्त्री के आधार पर देने के लिये सहमति हुआ हैं, जिसमें 5 वर्ष पश्चात किसान मे प्रति वर्गफीट धीर संप्रभुत करने के लिए सहमति है जिस पर होने वाले कुल व्यक्ता का 50 प्रतिशत मेरा द्वारा व्यक्ता किया जायगा।

02. मूर्त अलगत करणा गया है कि प्रस्तावित मानन की छात्र को बैंक द्वारा प्राथमिक, मंजी केन्द्र एवं सीला पैनल स्थापित करने के लिये प्रस्ताव किया जायगा एवं इसके लिये अतिरिक्त मूल्य/किराया देना नहीं होगा। मेरा द्वारा उत्तर प्रताप पर सहमतिय व्यक्त की गयी है।

03. मूर्त अन्य मानन परिसर मे बैंक द्वारा एअर केन्द्रीयन्य स्थापित करने का कोई आपत्ति नहीं है। इसके लिये बैंक द्वारा एअर जहां किसान के जाने वाले व्यक्ता मे पर देने में दीवारी/अंतर्गत जगहों पर लक्ष्य/लोहे के प्रेम लगावने का अनुमति है। इसे हेतु कोई मूल्य /किराया बैंक द्वारा देना नहीं होगा।

04. मे विना कोई अतिरिक्त मूल्य/किराया प्राप्त किये बैंक को शाखा परिसर के समीप अधिग्रह हेतु हटाया एवं जनरेटर हेतु तालाब उपलब्ध कराया जायेगा।

05. मेरे द्वारा विना कोई अतिरिक्त मूल्य/किराया प्राप्त किये बैंक का कार्यक्रम। ग्राहकों एवं शाखा द्वारा अभिकृत यथार्थ को बाहर पर स्थानीय सरकार आपसी एवं शाखा के लेख के साथ के बाल व्यक्त बैंक की स्थायी भाषा अवधार संस्करण का दिनी भी उद्देश्य के लिये किराये के प्रभाव प्रति दिनी दिया जायेगा एवं बैंक को यह अधिकार होगा कि वह इसे अपने किसी भी प्रयोजन हेतु प्रयोग करे।

06. बैंक शाखा परिसर के अंतर्गत/बाहरी भाग मे एटीएम स्थापित कर सकेगा एवं इसके लिये अतिरिक्त मूल्य /किराया देना नहीं होगा।

07. बैंक किसी भी उपयोग भाग मे शाखा के अन्तर/बाहर एवं छात्र साइन-बोर्ड/इंडिवेक्टर बोर्ड लगा सकेगा जिसके लिये किसी प्रकार का मूल्य /किराया देना नहीं होगा।

08. मे इसके लिये सहमत हूँ कि बैंक किसी भी प्रकार के अन्य उपकरण/यंत्र बिना किसी वस्तु के शाखा परिसर के अन्तर/बाहर/छाता पर स्थापित कर सकेगा।

09. मे शाखा को अन्य अवस्था मे बसाने रखने के लिये आवश्यक समता, रखरखाव एवं प्रति दो/तीन वर्ष मे एक बार रंगाई/पुराना एवं दीवारों/दरवाजों/किरायों की मेंटिंग करवाया जायेगा।

10. मे अपने मानन परिसर के किसी भाग का बैंकिंग उद्देश्य के लिये किसी अन्य बैंक को किराये पर नहीं देंगा।

11. मेरे द्वारा शाखा परिसर मे पुरुषों एवं महिलाओं के लिये अलग-अलग प्रसाधन कक्ष की व्यवस्था करा दी गयी है/अनुशंसा से पूर्व करा दी जायेगी।

स्थान: 
दिनांकः 

हस्ताक्षर: 
भवनस्वामी का नाम: 
पता: 
गोवा०२५६