

<p>क्षेत्रीय कार्यालय सरोजिनी हाउस 6, भगवानदास रोड, नई दिल्ली – 110001 फोन : 011 23387162, 23387312 महा प्रब.: 23381352, 23382593 उप महा. प्रब. : 23384277 फैक्स : 011 23383796</p>	 <p>सिंडिकेटबैंक SyndicateBank</p> <p>E-mail: dl.9105delroit@syndicatebank.co.in</p> <p>PREMISES & MAINTENANCE CELL</p>	<p>Regional Office Sarojini House 6, Bhagwan Dass Road NEW DELHI 110 001 Tel : 011-23387162, 23387312 GM: 23381352, 23382593 DGM : 23384277 Fax : 011-23383796</p>
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REQUIRES PREMISES IN DELHI MAYAPURI / HIRAN KUDNA ON LEASE HAVING CARPET AREA OF 2000 / 900 Sq. Ft. APPRX. AT GROUND FLOOR FOR SHIFTING OF OUR EXISTING MAYAPURI BRANCH / OPENING OF NEW BRANCH AT HIRAN KUDNA. THE PREMISES SHALL HAVE PROPER VENTILATION, PARKING & ADEQUATE FRONTAGE PREFEREBLY 1 X 2.

THE PREMISES FOR BRANCHES SHALL BE APPROVED BY THE STATUTORY AUTHORITIES AS COMMERCIAL BUILDING OR RESIDENTIAL BUILDING CONFIRMING CONDITIONS STIPULATED IN GOVT. OF INDIA GAZETTE NOTIFICATION DATED 07.05.1999 ALLOWING BANKS TO OPEN BRANCHES IN NON – CONFORMING AREAS.

INTERESTED PARTIES MAY SEND THEIR OFFERS IN TWO SEPARATE SEALED COVERS SUPERSCRIBED AS '**TECHNICAL BID**' AND '**FINANCIAL BID**' FORMATS TO OUR OFFICE BY 18.02.2012.THE BID FORMATS ARE AVAILABLE ON BANK'S WEBSITE www.syndicatebank.com AND AT OUR ABOVE ADDRESS. ONLY ACTUAL PREMISES OWNERS NEED APPLY. NO BROKERS PLEASE.

Sd/-

GENERAL MANAGER

<p>क्षेत्रीय कार्यालय सरोजिनी हाउस 6, भगवानदास रोड, नई दिल्ली – 110001 फोन : 011 23387162, 23387312 महा प्रब.: 23381352, 23382593 उप महा. प्रब. : 23384277 फैक्स : 011 23383796</p>	 <p>सिंडिकेटबैंक SyndicateBank भारत सरकार का उपक्रम A Govt. of India Undertaking</p> <p>E-mail: dl.9105delroit@syndicatebank.co.in</p> <p>PREMISES & MAINTENANCE CELL</p>	<p>Regional Office Sarojini House 6, Bhagwan Dass Road NEW DELHI 110 001 Tel : 011-23387162, 23387312 GM: 23381352, 23382593 DGM : 23384277 Fax : 011-23383796</p>
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(FORMAT FOR TECHNICAL BID)

**OFFER OF PREMISES FOR MAYAPURI AND HIRAN KUDNA BRANCHES
DELHI**

REF. ADVERTISEMENT DATED 04.02.2012 IN HT ENGLISH, HINDI & MINT

To

The General Manager,
Syndicate Bank,
Regional Office,
6, Bhagwan Dass Road, Sarojini House,
NEW DELHI

01. Name of the owner/s
02. Share of each owner, if any under joint ownership
03. **Location/ Address:**
 - a) Type of building
(Residential/Commercial/
Industrial)
 - b) Type of construction
(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 (pls

Specify)

Total carpet area (in sq.ft.):

[Note: The carpet area shall be the covered floor area excluding the following portions.

- i) Sanitary accommodation
- ii) Open verandas, corridors & passages.
- iii) Kitchen & Pantries
- iv) Staircase and Munties
- v) Space occupied by pillars, columns and thickness of walls & wall skirting etc.]

e) Whether premises is constructed as per approved plan of statutory authorities and permitted to be used for commercial purposes.

f) Width of the road in front of the premises.

g) Running water facility available Yes / No

h) Sanitary facilities available Yes / No

i) Electrical supply with separate meter available. Yes / No

If yes, mention the quantum of power load sanctioned / available for the premises and also mention the load type commercial / residential / other, single phase /three phase etc.

j) The Bank requires 40 KVA power load for its exclusive use. Hence, if the Electricity load is inadequate, whether you are agreeable to provide adequate power load as per Bank's requirement at your own cost.

Yes/No

k) Whether adequate parking facility available. Yes/No

l) Whether the premises is in a conforming area. Yes/No

1 If not, whether you will be able to produce NOC from DDA/MCD for opening of Bank's branch in the above premises and permission to carry out Commercial activities therein. Yes/No

- m Whether adequate space is available for keeping the generator set in the premises. Yes/No
- n Whether provision for safe deposit vault is available. Yes/No
- o If not, whether you are prepared to provide the same at your cost as per standard specification of the Bank. Yes/No
- 04 Age of the premises and quality of construction (mention whether I Class RCC or tiled roof etc.)
05. (i)Whether adequate frontage for parking available
(ii)Whether proper ventilation is provided
06. Whether premises has independent and proper access for easy movement of staff, customers and Bank's assets.
07. Whether titles of the property are clear and offerer is real owner or power of attorney holder.
(Attach copy of ownership document)
08. Whether leasing of premises involves violation of HRC Act, ULC Act or any other Act.
09. Whether owner is agreeable to provide space for keeping Generator and Antenna on roof top for ATM free of rent as Bank proposes to instal ATM also in the proposed premises.
10. Whether offerer is agreeable to construct strong room, ATM Room as well as other civil/electrical work at his cost as per Bank's specifications.
(Tentative list of work expected is attached)

I agree to :

- 1 bear all the taxes and cesses related to the premises.
- 2 bear the cost of execution and registration of lease deed.

3. To construct 12" thick reinforced concrete Strong Room of the required size at the specified floor at my cost strictly as per Bank's specification.
- 4 My / our offer will be valid for the next six months from the date of offer.
- 5 I/we agree to lease the premises in favour of the Bank for 20 years with provision of renewing the same after every block of 5 years with ...% increase in rent at each option.
- 6 Execute lease deed in Bank's standard lease deed.
- 7 I require/do not require loan for construction of premises / building.

If yes, then
Estimate cost of construction
Loan amount required.
Any other terms and conditions
(Please specify).

Encl : Plan of the premises.

SIGNATURE OF THE OFFERER
NAME _____
ADDRESS _____

DATE:

TELE: _____

1. (This format shall be sent in a separate cover superscribed "TECHNICAL BID - REF - ADVERTISEMENT IN THE HINDUSTAN TIMES / HINDUSTAN (HINDI)AND MINT DTD.04.02.2012
2. THE BANK DOES NOT NEGOTIATE THROUGH BROKERS AND NO BROKERAGE SHALL BE PAID BY THE BANK.
3. THE BANK RESERVES THE RIGHT TO REJECT ANY OFFER WITHOUT ASSIGNING ANY REASON WHATSOEVER.

PRF.100A

FORMAT FOR FINANCIAL BID

OFFER OF PREMISES FOR MAYAPURI AND HIRAN KUDNA BRANCHES DELHI

The General Manager
SyndicateBank, Regional Office
6 Bhagwan Dass Road
NEW DELHI 110001

- 1 Monthly rent quoted.(Rs.) :
- 2 Rate of rent psft/p.m: on the carpet area floorwise. The carpet area shall be the covered floor area excluding the following portions :
 - a Sanitary accommodation
 - b Open varandas, corridors and passages.
 - c Kitchen and pantries.
 - d Staircase and munties.
 - e Space occupied by pillars, columns and thickness of walls & wall skirting etc.
- 3 Lease period (20 years period preferred).
4. (a)Whether owner is agreeable to bear Taxes

(b)Whether the owner is agreeable to bear maintenance charges.

(c)Whether owner is agreeable to bear cost of stamp duty & registration charges.
(Bank does not normally bear Taxes, Maintenance cost, cost of stamp duty etc.)
- 5 Whether rent should be split into rent and service charges and if so at what ratio and details of extra amenities provided to justify such splitting.

DATE:_____

SIGNATURE OF THE OFFERER

NAME:_____

ADDRESS:_____

TELE :_____

6. This format shall be sent in a separate cover subscribed 'FINANCIAL BID REF ADVERTISEMENT', in 'The HINDUSTAN TIMES / HINDUSTAN (HINDI) dated 04.02.2012