

# Tender Document for Branch Premises- Parel & Malad (E)

## ADVERTISEMENT

**The Maharashtra State Co-operative Bank Ltd., Sir, Vithaldas Thackersey Memorial Building, 9, Maharashtra Chamber of Commerce Lane, Fort Mumbai- 400 001.** intends to acquire premises on Ownership /Rental basis at following centers on prime locations:-

<b>Name of the Branch</b>	<b>Carpet Area</b>	<b>Period</b>	<b>Location</b>
<b>Parel &amp; Malad (E.)</b>	700 -800 Sq.ft.	5 To 15 years	Ground Floor only

Offers in locationwise two separate sealed covers containing technical details (Part A) and financial details (Part B) respectively in the prescribed format are invited from the interested parties having clear and marketable title in their own name with all necessary statutory permission, who are ready to lease out / to sale their readily available premises meeting the following conditions:-

1. The premises should be located on ground floor only & premises should be on the main road in prominent location with minimum frontage of 10 feet.
2. Building plan should be approved for commercial purpose / commercial license of the side premises be available.
3. It should have sufficient earmarked parking space for vehicles of staff and customers.
4. There shall be a clear hall with minimum number of pillars in between.
5. Adequate electricity and water facility should be available & landlord shall submit NOC for enhancement of power load as per requirement of the Bank.
6. Common toilet and a pantry should be constructed by the landlord as per the requirement of the Bank inside the proposed premises.
7. Internal painting shall be done by the landlord.
8. Lease deed / Sale deed to be executed as per Bank's format only and the same has to be registered by sharing the expenditure in between the Bank and the owner on 50:50 basis.
9. Owner shall provide rolling shutter with central lock embedded besides side locks and a collapsible gate at his own cost.
10. In case of Rental basis the Rent will be paid on the carpet area (i.e. Built up area minus area occupied by passages, pillars, staircase, toilets, strong, room walls, etc., as defined in IS3861-2002 Code), after measuring carpet area by the bank engineer in presence of the Landlord.
11. Owner should have clear title over the property.
12. Owners with clear and marketable titles towards their property need to apply directly.
13. Bank does not entertain offers from middlemen or brokers.
14. Offers should be valid for minimum period of-120-days from the last date of submission. The price bid (Part B) would be opened after short listing of offers based on Part A technical bid. Price bid would be opened on a future date for the offers which are found to be technically suitable and the same will be intimated to the short listed bidders.

Bank will short list the offers based on information provided in Part A (Technical bid) in accordance with Bank's requirement, namely locality of the proposed site, area of the premises offered , accessibility from the main road, parking space provided, amenities and other essential requirements spelt out in Part A. Bank's decision on selection of the prospective offer is final.

**Both the sealed covers marked as Technical Bid & Price Bid super scribing advertisement** reference and applicant name & address, be put in one sealed cover addressed and submitted to **Joint Manager, General Administration, 3<sup>rd</sup> floor, The Maharashtra State Co-op. Bank Ltd., Head Office, Mumbai.** On or before dt.26.12.2017 latest by 5.00 pm.

**Place :-Mumbai.**

**Date :-**

**Joint Manager**

## **For Parel / Malad (E) - Location**

### **Part -A Technical Bid :-**

1. Please fill in all particulars in the space provided in the application form.
2. All particulars furnished should be supported by documentary evidence attached separate sheets wherever necessary.
3. All necessary drawings of the building offered for lease, including approved plans, planning permit, etc., shall be submitted and your certificate confirming that you have constructed the building (Offered) as per approval of local body or statutory authority.
4. Please affix signature (authorized signatory) on all pages of the application.
5. Separate offers should be submitted for two or more premises owned by the same person.
6. The price bid would be opened after short listing of offers based on Part A technical bid.
7. Bank will short list the offers based on the minimum criteria in formation provided in part A tender namely:
  - i) Acceptance to quote rent & sale based on carpet area only.
  - ii) Locality of the proposed site.
  - iii) Area of premises offered
  - iv) Accessibility to main road
  - v) Parking space provided
  - vi) Electrical power load.
  - vii) Car Parking facility
  - viii) Continuous water supply
  - ix) Separate electricity meter
  - x) Water supply facility (Municipal supply / Well / Borewell)
  - xi) Whether separate water meter is provided
  - xii) Whether Fire fighting arrangement available
  - xiii) Bidders acceptance to all banks terms and conditions
  - xiv) Other essential requirements spelt out in Part A tender
8. Bank's decision on selection of prospective offer is final

SIGNATURE OF AUTHORISED SIGNATORY

Place:

Date:

Part – A – Technical Bid

1.	Name and address of the owners:	
2.	Name of the Power of Attorney Holder, in case of multiple owners	
3.	Share of each owner, if any under joint ownership	
4.	Contact Person(s)	
a	Name	
b	Phone Number(s)	
c	Mobile No.	
d	Fax	
e	E-mail	
5.	Details of Premises offered to Bank:	
a	Location and address	
b	Distance from main road /cross road	
c	Whether there is direct access to the premises from the main road	
6.	Whether the building has been mortgaged to any Bank / Financier. (If Yes provide details)	
7.	Building	
a	Year of Construction	
b	Specify the type of building (Residential / Commercial / Industrial)	
c	Specify the type of construction (load bearing / RCC framed structure)	
d	Clear floor height (from top of the floor to the bottom of the ceiling)	

8.	Area details:	
a	Built up area	
	Less:	
b	Toilet or sanitary area	
c	Wall and column area	
d	Stair case area if any	
e	Portico area if any	
f	Any area not considered in carpet area	
g	Carpet area (8a-8b-8c-8d-8e-8f):	
9.	Break up of carpet area offered, floor-wise	
a	Basement	
b	Ground floor	
c	First floor	
d	Others if any	
e	Total area (9a+9b+9c+9d)	
10.	Specifications of constructions	
a	Floor[Mosaic/Ceramic tiles / Vitrified tiles / others (specify)	
b	Roof RCC/others (specify)	
c	Walls Brick walls / Hollow blocks / Others (specify)]	
d	Whether MS grills provided to the windows (Yes / No)	
11.	Whether running water facility available (Yes/No)	
12.	Whether adequate sanitary facility available (Yes/No)	
13.	Whether adequate KW power load by way of 3 phase electricity supply available with separate EB meter(Yes/No)	

SIGNATURE OF AUTHORISED SIGNATORY

**Place:**

**Date:**

**For Parel / Malad (E) - Location**

**Part -B Price Bid**

1.	Name of the owners:	
2.	Address of the owners:	
3.	Area of the Premises( Sq. ft.) :	
4.	Rent (Rs. Per Sq. ft.):	
5.	Sale price as per carpet area	
6.	Maintenance Charges:	To be Borne by the Owner
7.	GST & Property Tax	To be Borne by the Bank
8.	Lease Period	5 to 15 years
9.	Advance Rent	Equivalent to 3/6 months
10.	Registration Charges	To be borne by the by the bank andowners on 50:50b asis.

SIGNATUREOFAUTHORISED SIGNATORY

**Place:**

**Date:**