

PUNJAB NATIONAL BANK
Circle Office, 18A Brabourne Road, Kolkata - 1

REQUIREMENT OF SPACE FOR ATM

Offers in two separate sealed covers containing **technical details** and **financial details** on prescribed format are invited from interested parties who are ready to lease out (on long term preferably for 15/20 years or more) their readily available space of 80 – 100 Sq.Ft. on lease / rental at prominent locations on main roads, for installation of bank's ATMs, at the following places :

<i>Proposed area</i>	<i>Proposed area</i>	<i>Proposed area</i>	<i>Proposed area</i>
Hazra Crossing	Ezra Street	Lake Area	Rashbehari Ave.
Gariahat	Lenin Sarani	Harish Mukherjee Rd.	Garpar
M.G.Road	Sobhabazar	Shyambazar	Selimpur
CR Avenue	NS Road	Shakespeare SARani	New Alipur
Charu Avenue	Paikpara	South Sinthi	Clive Row
Park Circus	Sutapatty	College Street	VN Road
Zakaria Street	Khidirpur	Princep Street	Kheadah
Dandirhatkhola	Kharuberia	Kankinara	Chakdahat
Barasat	Guma	JN Mukherjee Rd,How	Bakkhali
Habra	South Garia	Sarberia Hatkhola	Dhukrijjhora
Patharghata Chakla	Port Blair		

Some of the terms & 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/ ATM from Competent Authority 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 the office premises should 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 & collapse.
- The office premises structure should be strong enough to bear the weight of Strong Room, Strong Room Doors, Safe & Lockers Cabinet, RCC construction for Strong Room should be as per RBI approved BIS specifications.
- The offerer will have to execute Bank's standard lease deed.

- The offerer of office premises to provide space for Generator Set, Toilets and Parking Space free of cost.
- The offerer to provide three-phase power connection with minimum power load of 10 KVA.
- 80 – 120 Sq.ft. area in ground floor may be provided for intallation of Bank's ATM.

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Contd...../ 2

The cover containing technical detail should be marked envelope no. 1 and superscribed with **Technical Bid** and the cover containing financial details should be marked as envelope no. 2 & super scribed with **Financial Bid**. Both these covers duly sealed should be put up in the third cover super scribed with **“Offer of ATM Space for Punjab National Bank at** 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 the Circle Head, Punjab National Bank, Circle Office, Kolkata and submitted as detailed hereunder.

The offer as above should be submitted in the bank’s prescribed format only which may be obtained and submitted from / at IT Deptt., Circle Office, AG Tower, 3rd Floor, 125/1, Park Street, Kolkata-700017 (Phone: 2229-3356, 2226-4810) between 10.00 AM to 5.00 PM on all working days (except Sunday) or between 10.00 AM to 2.00 PM on Saturday upto 26th July, 2010. The said sealed offers will be received at the same address and on the same timings.

The bank reserves the rights to accept or reject any or all offeres without assigning any reasons whatsoever.

No brokerage will be paid by the bank.

CIRCLE HEAD
Circle Office, Kolkata

PUNJAB NATIONAL BANK
Circle Office, 18A Brabourne Road, Kolkata - 1

Details of formalities and documents required for premises

(Advertisement dated 08-07-2010)

- Submit your offer in enclosed quotation form in two separate sealed covers. Please ensure to submit the same to our office **latest by _____ between 10AM to 5 PM on working days or between 10 AM to 2 PM on Saturday.**
- While filing the quotation forms, please ensure to follow below mentioned instructions :
 - ❖ Submit copy of ownership document along with technical Bid.
 - ❖ You have to obtain copy of “NOC” from competent authority.
 - ❖ Fill up all the information asked for in the enclosed form itself.
 - ❖ Do not quote rent/ sale price any where in Part-I of the form.
 - ❖ In case you desire to stipulate any term and condition, the same should be mentioned in Part I separately.
 - ❖ Each part should be kept in a separate cover and the cover containing technical details should be marked ‘**Envelope No.1 – TECHNICAL BID**’ and the cover containing financial details should be marked ‘**Envelope No.2 – FINANCIAL BID**’. Both these covers, duly sealed, should be put in a 3rd cover super scribed with “**Offer of Premises / ATM Space for Punjab National Bank at**”
 - ❖ All the three envelopes should also bear the name and address, phone no. / mobile no. of the offerer.
 - ❖ Separate applications as per prescribed proforma, duly filled, signed & sealed, be submitted in respect of each offer. This is applicable for both the bids i.e. Technical & Financial e.g. if any offerer is interested for two offers, he/ she /they should submit two separate sealed covers each for Technical & Financial Bids (2 nos.for Technical & 2 nos. for Financial Bids) and do the needful as described.

CIRCLE HEAD
KOLKATA

PART- I TECHNICAL BID FOR _____
(MUST BE MENTIONED ON ENVELOPE ALSO)

The Circle Head,
PUNJAB NATIONAL BANK,
Circle Office,GAD,

Dear Sir,

The details of space 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)Floor :
 - c)Number of Street :
 - d)Ward / Area :
- 4) Building :
 - e) Type of bldg. : (Residential / Commercial / Industrial / Mixed : Attach proof)
 - f) Size of Plot _____ Sft. Front Road Width:_____ Sft.
 - g) Type of building (Load bearing, RCC/ Framed structure)
 - h) Clear floor height from floor to ceiling.
 - i) Rentable / Saleable Carpet area offered to Bank
- at Ground Floor
 - j) Specification of construction
 - 1) Floor
 - 2) Roof
 - 3) Walls
 - 4) Doors and Windows
 - 5) Are M.S. Grills provided to windows ? Yes / No
 - k) Running water facility available Yes/ No
 - l) Sanitary facilities available Yes/ No
 - m) Electricity supply with separate meter available Yes/ No
 - n) Parking facility Yes/ No

contd..... 2

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 _____

Contact No. _____

(Must be mentioned on envelope)

Place :

Date :

- Strike out whichever is not applicable.

PART- I TECHNICAL BID FOR _____
(MUST BE MENTIONED ON ENVELOPE ALSO)

_____/_____/_____

The Circle Head,
PUNJAB NATIONAL BANK,
Circle Office,GAD,

Dear Sir,

I/ We offer to lease our space in the 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 Pm (Rs.)
Ground Floor			
First Floor			

I / We agree to :

- i) Execute Lease Deed in Bank's Standard format.
- ii) Bear all the taxes and cesses related to the concerned premises.
- iii) Bear the cost of execution and registration of Lease Deed.
- iv) To lease the premises in favour of Bank for _____ years plus _____ options of _____ years each with _____% increase in rent at each option.

Any other terms and conditions (Please specify)

Contd...../ 2

My / Our offer will be valid for next 6 months from the date of offer.

Signature of the Offerer

Name

Address _____

Place :

Date :