

**BANK OF BARODA** invites proposals/offers in two bid system from owners/builders/developers having clear and marketable titles over land and built up property having carpet area of approximately **300 to 500 sq. Feet** for acquiring premises for opening **Digital Service Outlet at Virugambakkam** on lease/Rental basis.

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

Offers in two sealed envelopes in conformity with two-bid system should contain the following details.

**Cover/Envelope No. 1 - Marked "Technical Bid" :-** should contain full technical details viz., location of premises with detailed address, copy of sanctioned plan with completion/occupation certificate, carpet area of portion to be leased/rented, specifications of internal finishes, amenities, electrical load, car parking and distance from Railway Station, etc. **No indication as to price aspect be given in this bid.**

**Cover/Envelope No. 2 - Marked "Financial Bid":-** should contain strictly financial details, viz., rate 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 & passage, porch, shaft & machine rooms for lift, air-conditioning duct, loft, built in wardrobes & shelf, intermediate pillars/columns, partitions & walls and other obstructions, verandah, balcony, bathroom and lavatory, etc.

Offers should be valid for minimum period of -120- days from the last date of submission. No brokerage shall be paid. Both the sealed covers marked as TB & FB super scribing advertisement reference and applicant name & address, be put in one sealed cover marked **"OFFER FOR DIGITAL SERVICE OUTLET AT VIRUGAMBAKKAM, CHENNAI**, addressed and submitted on or before **22.11.2022** by **5.00 pm**.

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

The bids are to be submitted to: -

**The Regional Manager,  
Bank of Baroda,  
Regional Office (CMR)  
No 10. C P Ramasamy Road,  
Alwarpet, Chennai -18**

**For further details please contact – 044-23454219**

**Envelope 1 - TECHNICAL BID**

**Offer for Leased Premises for DIGITAL SERVICE OUTLET AT VIRUGAMBAKKAM, CHENNAI**

1	Name of Owner	
2	Telephone Number/Mobile Number	
3	Complete Address of Premises offered	
4	Copy of ownership proof (Pl. Attach copy)	
5	Floor offered with details of carpet area. (Quote to be in carpet area and not any other area)	Ground Floor: _____ sq.ft
6	Year of Construction	
7	Whether said property has competent Government approval for commercial use.	
8	Details of sanctioned plan (to be furnished on demand)	
9	Details of completion certificate (to be furnished on demand)	
10	Present Position of Building (strike out which is not applicable)	* Ready for occupation * To be constructed * To be demolished and constructed
11	Whether agreeable to construct as per Bank's requirement (type of material, flooring, door, window, etc)	
12	I agree to do the following a. Execute the lease as per Bank's format at 50:50 sharing basis b. During the pendency of lease, Bank has got the option to vacate the premises by giving three months' notice c. Provide toilets facility and Ramp at entrance to be provided. d. Provide Rooftop space for installation of VSAT Antenna / Pole / Tower for network connectivity e. Parking space for the customers vehicle & for Staff members be got earmarked and Space for Generator to be provided. f. Provide Water facility with meter and Sewerage facility g. Provide Rolling shutter in the front entrance and Provide Grills to all the windows h. Provide Separate meter for electricity with 5KVA load as per Bank's requirement. i. A copy of the building plan approved by competent /Govt. authorities for commercial use/property tax receipts is to be submitted. j. Title clearance to be obtained from our panel advocate at bidder cost.	

I declare that I/we are the sole owners of the property and have the authority to let out the premises.

Date:

Signature/s \_\_\_\_\_

(Name/s \_\_\_\_\_)

**Envelope 2 - FINANCIAL BID**

**Offer for Leased Premises for DIGITAL SERVICE OUTLET AT VIRUGAMBAKKAM, CHENNAI**

1	Name of the Owner	
2	Telephone Number/Mobile Number	
3	Complete Address of Premises offered	
4	Carpet Area in Square Feet	
5	Rental Rate per sq ft per month (Exclusive of GST)	
6	Escalation of Rent	10 % After 5 Years
7	Rental Advance/Deposit	3 Months
8	Municipal Taxes	Payable By Landlord
9	Lease Expenses	50 : 50 by landlord and Bank
10	Period of Lease	10 Years

I/we declare that we are absolute owners of the property and I/we have the authority to let it out.

Date:

Signature/s \_\_\_\_\_

(Name/s \_\_\_\_\_)