

Requirement of Branch Premises On rental Basis

Coastal Local Area Bank Ltd, Corporate Office, D.No-59-12-6, Gantasalavari Street, Gayatri Nagar, Vijayawada-520008 A.P. intends to hire premises on rental basis for its Branches and ATM at the following places: -

Sr.No.	Name of the center	Address for submission of Bid	Require Carpet Area	Period for Rental Basis	Location
1	Gollapudi , Krishna District – PIN-521 225	Asst. General Manager (Operations) Coastal Local Area Bank Ltd, Corporate Office, D.No-59-12-6, Gantasalavari Street, Gayatri Nagar, Vijayawada-520008 A.P	1000-1200 Sq.ft.	10 To 15 years	Ground Floor only
2	Sarpavaram, Sarpavaram Junction, Kakinada- PIN- 533005 East Godavari District.		1000-1200 Sq.ft	10 To 15 years	Ground Floor only
3	Gopalapatnam, Visakhapatnam PIN- 530027		1000-1200 Sq.ft	10 To 15 years	Ground Floor only

Offers with technical details (Part A) and financial details (Part B) in the prescribed format are invited from the interested parties having clear and marketable title in their own name with necessary statutory permission and who are willing to lease out their readily available premises meeting the following conditions: -

1. The premises should be located on the ground floor and should be on the main road or close to it or in prominent location with minimum frontage of 10 feet.
2. Building plan should be approved for commercial purpose.
3. 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 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 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. 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 the presence of the Landlord.
11. Owners with clear and marketable titles towards their property need only to apply.
12. Bank does not entertain offers from middlemen or brokers.
13. Offers should be valid for minimum period of **60-days** . **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 **the Asst. General Manager (Operations) at the given address in above table** on or before **dt.15.10.2021** latest by **5.00 pm**.

Place :-----

Date :-----

For ----- 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. Bank will shortlist the offers based on the minimum criteria in formation provided in part A, viz.,
 - i) Acceptance to quote rent based on carpet area
 - 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 is available
 - xiii) Acceptance to all banks terms and conditions
 - xiv) Other essential requirements.
7. Bank's decision on selection of prospective offer is final.

SIGNATURE OF AUTHORISED SIGNATORY

Place:-----

Date:-----

For----- Location

Part – A – Technical Bid

1.	Name and address of the owner(s):	
2.	Name of the Power of Attorney Holder, in case of multiple owner(s)	
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	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 ----- Location

Part – B Price Bid

1.	Name of the owners:	
2.	Address of the owners:	
3.	Area of the Premises (Sq. ft.):	
4.	Rent expected (Rs. Per Sq.ft.):	
5.	Maintenance Charges:	To be Borne by the Owner
6.	GST & Property Tax	To be Borne by the Bank
7.	Lease Period	5 to 15 years
8.	Advance Rent	Equivalent to 3/6 months
9.	Registration Charges	To be borne by the by the bank and owners on 50:50 basis.

SIGNATURE OF AUTHORISED SIGNATORY

Place:-----

Date: -----