



UCO BANK

(A. Govt. of India Undertaking)

Suri Zonal Office, Dumka Road, Dist. Birbhum, Pin-731 101 (W.B.)

Ph. : 03462-257302/255539, Fax : 03462-255718

PREMISES REQUIRED

UCO BANK, a leading Public Sector Bank requires Premises in and around **SILIGURI HILL CART ROAD Dist. DARJEELING** Pin- 734001(WB) Premises with CARPET AREA OF **1000 Sq.ft. to 1200 Sq.ft.** preferably in Ground Floor with adequate power load and parking facility on **Lease/Rental basis** for occupation.

Interested parties are required to send their offer in Bank's prescribed formats- Annex 3 & 4 in seperate envelopes either by downloading from our website **www.ucobank.com** under "**NOTICES**" or collect it from the above address. The last date for submission is **29.04.2017 by 5 p.m.** at the above address.

Date : 17.04.2017

Zonal Manager



PART - I : TECHNICAL BID FOR

[MUST BE MENTIONED ON ENVELOPE ALSO]

Zonal Manager
Zonal Office
UCO Bank

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) Number of street :
 - c) Ward / Area :
- 4) Building
 - a) Type of bldg. : (Residential/Commercial/Industrial/Mixed : Attach proof)
 - b) Size of Plot : sq.ft., Front Road Width :sq.ft.,
 - c) Type of building (Load bearing/RCC/framed structure)
 - d) Clear floor height from floor to ceiling :
 - e) Rentable Carpet area offered to Bank
Ground Floor/ First Floor (in exceptional cases)
 - f) Specification of construction
 - 1) Floor
 - 2) Roof
 - 3) Walls
 - 4) Doors and Windows
 - 5) Are M.S. Grills provided to windows ? Yes/No
 - g) Running water facility available Yes/No
 - h) Sanitary facilities available. Yes/No
 - i) Electricity supply with separate meter available Yes/No
 - j) Parking facility Yes/No.

Contd. ...

I / We agree to execute Lease Deed in Bank's standard format.

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

.....
Signature of the offerer

Name :

Address :

.....

.....

Contract No. :

(Must be mentioned on envelope)

Place :

Date :



PART-II FINANCIAL BID FOR
(MUST BE MENTIONED ON ENVELOPE ALSO)

Zonal Manager
Zonal Office
UCO Bank

Dear Sir,

I/We offer to lease my/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 rent p.m. (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)



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

.....
Signature of the offerer

Name :

Address :

.....

Place :

Date :

Note : Carpet area will not include the followings :

- i) Common areas shared with other co-tenants.
- ii) Areas covered by walls, pillars.
- iii) Space covered by toilets, staircase, uncovered verandah, corridor and passage.