



Premises Required for Branch Baheri, Bareilly

UTTAR PRADESH GRAMIN BANK 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 1300 to 1500 sqft (120.78 to 139.35 sqmtr) for acquiring premises for shifting of a Branch Baheri on lease / rental basis in the following areas in order of preference:

- (i) Location 1 – Nearby Current Premises of Branch
- (ii) Location 2 – Premises situated in Baheri Area.
- (iii) Location 3 – Premises Nearby Kesar Sugar Factory, Baheri

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

Location of premises should be within 3 k.m. (approx.) from nearest railway/ bus station. Premises should consist 1 Locker Room, 1 Strong Room, 1 Record Room, Hall, 2 Washroom, Water Tank etc. Premises should be ready for possession / accommodation within a period of 3-6 months from the date of advertisement. Space at rooftop for Installation of Solar, V-SAT antenna/RF Antenna etc. and space outside the premises for Generator installation & Parking should be available without any extra charges.

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

Envelop No. (1) –

Marked “**Technical Bid**” :- should contain full technical details viz. location of premises with detailed address, plan drawn to scale with completion / occupation certificate, carpet area of each portion to be acquired, specification of internal finishes, amenities, car parking facility, distance from railway station. No indication as to price aspect be given in “Technical Bid.”

Envelop No. (2)-

Marked “**Financial Bid**” Should contain strictly Financial details viz. Rates 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 and passage, porch, shaft and machine rooms for lifts, air-conditioning duct, loft, built-in wardrobes & shelf, intermediate pillars / columns, partitions & wall and other obstructions, verandahs, balcony, bathrooms and lavatory etc.

Offers should be valid for a minimum period of -120- days from the last date of submission. No brokerage shall be paid. Both the sealed covers marked as TB & PB super scribbling advertisement reference and applicant name & address be put in one sealed cover addressed and submitted to **The Regional Manager, Regional Office Uttar Pradesh Gramin Bank, 1st floor Samarth Complex, Opp CARI Gate, Near Kurmanhal Nagar, Munshinagar, Bareilly – 243122** within 22 days from the day of publication of this advertisement / on or before 20.12.2025 by 17.00 hrs.

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

Date: 29.11.2025

Place: Bareilly

क्षेत्रीय कार्यालय: प्रथम तल, समर्थ कॉम्प्लेक्स, सी.ए.आई.आर. गेट के सामने, मुंशीनगर, बरेली – 243122

Regional Office: 1st Floor, Samarth Complex, Opp. CARI Gate, Munshinagar, Bareilly – 243122

Phone: +919151056303, email: robrly@barodauprrb.co.in



Technical Bid

1	Name of Owner	
2	Telephone No. / Mobile No.	
3	Complete Address of Site / Premises Offered	
4	Copy of ownership proof (attach copy)	
5	Floor offered with details of Carpet area (Quote to be in Carpet Area and not any other area)	
6	Year of construction	
7	Whether said property has Municipal approval for commercial use (attach copy)	
8	Details of sanctioned plan (copy to be furnished on demand)	
9	Details of completion / occupation certificate (copy to be furnished on demand)	
10	Whether the colony is finally approved by Government (submit the proof)	
11	Specifications of internal finishes	
12	Amenities	
13	Electrical load	
14	Water Supply Connection	
15	Type of Structure – RCC / Load bearing	
16	Parking Availability	
17	V-SAT Antenna Space	
18	Distance from Railway/Bus station etc.	

CARE:

- No indication as to price aspect be given in Technical Bid.
- Technical bid and Financial bid are to be submitted in separate sealed covers marked as TB & FB superscribing advertisement reference, name of the applicant and address of the applicant.
- Both the sealed covers (TB & FB) be put in one sealed cover marked as offer for premises for **Baheri Branch**.



FINANCIAL BID

1	Full Name of Owner	
2	Location of Premises	
3	Rental rate per sq.ft. of Carpet area. Quote to be in carpet area only and not any other area. (Only Ground floor premises to be offered) _____ per sq.ft. per month (inclusive of taxes).	
4	Municipal Taxes to be borne by landlord invariably.	
5	Taxes including revision in future to be borne by Landlord invariably. Please note that Municipal taxes / cess / services to be borne by Landlord. Service charges like Society charges, maintenance charges to be borne by the Bank.	
6	Other charges like Society Charges / Maintenance charges / Charges for Amenities (Please quantify).	
7	Goods & Service Tax (GST) on rent (to be borne by whom).	
8	Period of Lease	
9	Cost of execution of Lease Deed to be shared in proportion.	50:50
10	Interest free rent advance required, if any.	
11	Loan amount required for construction / renovation of premises, if any.	
12	Any other condition, if any.	

OFFER LETTER TO BE GIVEN BY THE LANDLORD(S)
OFFERING PREMISES ON LEASE

From,

To,
The Manager
Uttar Pradesh Gramin Bank

Dear Sir,

Sub: OFFER TO GIVE THE PREMISES ON LEASE FOR YOUR BRANCH / OFFICE.

I/We, offer to give you on lease the premises described here below for your _____ branch/office.

a	Full address of premises offered on lease
b	Distance from the main road / cross road
c	Whether there is direct access to the premises from the main road
d	Floor area – (Carpet Area in sq. ft. floorwise)
e	Year of construction
f	Landlord to submit Stamped undertaking that construction has been as per Local Body approved plan and bye-laws and no illegal construction is carried out by him/her/them,
g	If the building is new, whether occupancy certificate is obtained
h	If the building is yet to be constructed
(i)	Whether the plan of the building is approved (copy enclosed)
(ii)	Cost of construction
(iii)	Time required for completing the construction
i	If the building is old, whether repairs / renovation is required
(i)	If so, cost of repair / construction

Boundaries:

East	
West	
North	
South	

TERMS & CONDITIONS:

a) Rent - Floor-wise rent payable at the following rates i.e.

		Floor	Carpet Area (sq.mtr.)	Rent Rate (Rs.) per sq.mtr. of carpet area per month
i)	Basic Rent			
ii)	Service Charges, if any (Society Charges etc.) Give Details			

With effect from i.e. the date of handing over vacant possession after completion of the construction, repairs, renovation additions, payable within 5th working day of succeeding calendar month. For services etc. the respective service rent will be payable from the date the service is available.

b) Lease Period:

- i) _____ years certain and _____ years option from the date of handing over vacant possession after completion of construction, repairs, renovations, additions, alterations etc with _____ % enhancement in rent after _____ years.
- ii) In case I / We fail to discharge the entire loan to be (granted by the Bank for construction / repairs/ renovation / addition of the premises) along with interest within the agreed period of lease, I/We, agree for further extension of lease at the same rental rates, as will be paid at the time of expiry of agreed lease period till the loan with interest is cleared in full. This is without prejudice to the rights of the Bank to recover such outstanding by enforcement of the security or by other means such as may be deemed necessary by the Bank.
- iii) You are however at liberty to vacate the premises at any time during the pendency of lease by giving three months' notice in writing without paying any compensation for earlier termination.

c) Rates & Taxes:

All existing and enhanced Municipal Corporation Taxes, rates and cesses will be paid by me/us. This condition cannot be modified by Landlords. If any notice is received by the Bank from the Authorities concerned on a/c of default, I/We shall pay the liabilities immediately or I/We authorise you to pay the same against adjustment of future rent payable to me / us.

d) Repairs / Maintenance:

- i) Bank shall bear actual charges for consumption of electricity and water. I/We undertake to provide separate electricity/ water meters for the purpose.
- ii) All repairs including annual/periodical colour wash and annual/periodical painting will be got done by me/us at my/our cost. In case, the repairs and or white/colour washing is/are not done by me/us as agreed now, you will be at liberty to carry out such repairs or white/colour washing etc. at our cost and deduct all such expenses from the rent payable to us.

e) Rental Deposit:

You have to give us a sum of _____ being the advance rent deposit for _____ months which will be refunded to you during the lease period or before surrender of the premises or from the second year of lease and preferably in 12 to 24 months instalments as stipulated to me/us by you (Applicable only where no loan component is involved).

Or

f) Loan:

I/We may be granted a loan of _____ (Rupees _____ only) that may be sanctioned as per the norms of the Bank which will be cleared with interest within the stipulated period of lease and also to undertake to repay the loan by adjusting the monthly rent as per the stipulations of the Bank. The estimate of cost of construction/ renovation is _____. Further, I/We undertake to offer the land and building as security for the loan granted for the construction of the building.

g) Lease Deed / Registration Charges:

If you require, I/We undertake to execute an agreement to lease/regular lease deed in your favour containing the mutually accepted/sanctioned terms of lease at an early date. I/We undertake to bear the charges towards stamp duty and registration charges for registering the lease deed on the basis of 50:50 between the Bank and me/us.

h) I/We undertake to provide space for outdoor fans/units for Air-Conditioners (Split ACs).

i) I/ We give permission for installation of On-site ATM within the premises including structural changes and undertake to provide space to install V-SAT antenna, Radio Mast Pole antenna, solar panels etc.

DECLARATION:

- a) I/ We, am / are aware that, the rent shall be calculated as per the carpet area which will be measured in the presence of landlord/s and Bank Officials after completion of the building in all respect as per the specification/requirement of the Bank.**
- b) The concept carpet area for rental purpose was explained to me/us and clearly understood by me/us according to which the area occupied by Verandah, Corridor & passage Entrance hall & Porche, Staircase & stair cover, Shaft & machine room for lift, A/C Ducts / plant room, Shaft for sanitary / water-supply / garbage/ fire fighting / electricity / telecommunication / AC, Bathrooms, Lavatories, Stilt, Covered / open parking spaces, Pump Room, Flower Bed, Watchmen's Chowky, Storage Tanks, Chajja, Canopies & Worship Places and other uncovered area would be excluded for arriving at rental payments,
(strike out whichever is not applicable, particularly for toilet(s)).**
- c) Bank is at liberty to surrender any part of the premises during the currency of the lease without payment of any compensation / rent for the unexpired lease for which I/We shall not have any objection.**
- d) The following amenities are available in the premises, or I/We agree to provide the following amenities (Strike out whichever is not applicable) at our cost.**
 - i) The strong room area will be constructed strictly as per the Bank's / RBI's specifications and size. Strong room door, grill gate, tangbar, ventilators are to be supplied by the Bank.**
 - ii) A partition wall will be provided inside the strong room segregating safe deposit vault and cash room.**
 - iii) A lunch room for staff and stock room will be provided as per the requirement / specification of the Bank. A wash basin will also be provided in the lunchroom.**
 - iv) Separate toilets for gents and ladies will be provided.**
 - v) A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.**
 - vi) Entire flooring will be of vitrified tiles and walls distempered.**
 - vii) All windows will be strengthened by grills with glass and mesh doors.**
 - viii) Required power load of _____ KVA for the normal functioning of the Bank and the requisite electrical wiring/points will be provided.**

- ix) Continuous water supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary electric motor of required capacity will be provided.
- x) A suitable space for fixing sign boards on the front walls of the building will be provided at no extra cost.
- xi) Electrical facilities and additional points, (lights, fans, power) as recommended by the bank will be provided.

e) I / We declare that I am/are the absolute owner of the plot/building offered to you and having valid marketable title over the above. I/We also confirm that there is no litigation / court order against this property.

f) The charges/fees towards scrutinising the title deeds of the property by the Bank's approved lawyer will be borne by me/us.

g) You are at liberty to remove at the time of vacating the premises all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.

h) If my/our offer is acceptable. I/We will give you possession of the above premises by _____ (Date).

i) I/We further confirm that this offer is irrevocable and shall be open for _____ days from date hereof, for acceptance by you.

Yours faithfully,

Date: _____

Consent Letter Given by the Landlord

I hereby give my consent to the following:

1. I propose to lease the ground floor/first floor of my building premises to Uttar Pradesh Gramin Bank, Branch: _____, District: _____ at a rental rate of Rs. _____ per square foot. The premises is located at Village/Mohalla: _____ Post: _____, District: _____ having a carpet area _____ sq. ft. After discussions, I agree to lease out _____ sq. ft. of carpet area to Uttar Pradesh Gramin Bank for a period of 10 years at a monthly rental of Rs. _____ calculated at the rate of Rs. _____ per sq. ft., subject to the bank's terms and conditions. The rent will be increased by ____ % after 5 years. I also agree to execute a lease deed, and I will bear 50% of the total expenditure incurred for the same.
2. I have been informed that the rooftop of the proposed building will be used by the bank for installing V-SAT, monkey cage, and solar panels, for which no additional rent/charges will be payable. I hereby express my consent for the same.
3. I have no objection to the installation of air conditioners by the bank in the premises. The bank may fix wooden/iron frames on walls or other parts of the building at its own expense. No rent/charges will be payable for this purpose.
4. I will provide space near the branch premises, free of cost, for the installation of earthing pits and generator.
5. I will provide parking space, without any additional cost or rent, for bank staff, customers, and authorized persons of the branch. I also agree not to lease out the space in front of the branch gate to any individual or organization for any purpose. The bank will have full rights to use it for any of its own purposes.
6. The bank may install an ATM inside or outside the branch premises, for which no additional rent/charges will be payable.
7. The bank will have the right to install signboards/indicator boards inside, outside, or on the roof of the branch premises without any rent/charges.
8. I also agree that the bank may install any other equipment/devices inside, outside, or on the rooftop of the branch premises without any rent.
9. I will ensure proper maintenance of the branch premises, including repairs, upkeep, and painting/whitewashing of walls, doors, and windows every 2-3 years.
10. I shall not lease any part of the building premises to any other bank for banking purposes.
11. Separate toilet facilities for men and women have been provided in the branch premises / will be provided before signing the lease agreement.

Place:

Date:

Name of Landlord:

Address:

Signature:

Mobile No.