

ANNEXURE-III

SUGGESTED FORMAT FOR 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 Govt. (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/ 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 super scribbling 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 at _____.

ANNEXURE-IV

SUGGESTED FORMAT FOR 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.	Desired enhancement in rent	
10.	Cost of execution of Lease Deed to be shared inproportion	50:50
11.	Interest free rent advance required, if any	
12.	Loan amount required for construction / renovation of premises. If any	
13.	Any other condition, If any.	



ANNEXURE-II

(INVITATION FOR OFFER OF BRANCH PREMISES)

Uttar Pradesh Gramin Bank Regional Office-Muzaffarnagar 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 approx. 1500 sq.ft. (+/-15%) for acquiring premises for our Behat Branch, District-Saharanpur, Uttar Pradesh with all facilities including with 02 toilets (Separate for Women). Preference shall be given to offers from Public Sector Units/Bank's/Undertakings and Government Departments.

Location of premises should be within 1 km (apporx) from existing premises of our Behat Branch, Saharanpur.

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

Envelop No. (1) Marked "Technical Bld":- should contain full technical details viz. As per ANNEXURE-III. No Indication as to price aspect is to 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, As per ANNEXURE-IV.

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 & FB super scribbling advertisement reference and applicant name & address are to be put in one sealed cover addressed and submitted to The Regional Manager, Uttar Pradesh Gramin Bank, Regional Office-Muzaffarnagar 127-128 Ankit vihar, Pachenda road, Distt-Muzaffarnagar on or before 12.01.2026 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 19-12-2025

Regards,
(Yusuf Khan)
REGIONAL HEAD

क्षेत्रीय कार्यालय: 127-128 अंकित विहार, पचेन्डा रोड, मुज़फ़फ़रनगर -251001
Regional Office: 127-128 Ankit Vihar, Muzaffarnagar -251001
E-mail: rmmzn@prathamaupbank.com