

**ANNEXURE-II**  
**(Website Advertisement Format)**

**(INVITATION FOR OFFER OF BRANCH PREMISES)**

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 1000 (+/-15%) sqft. (Min 850 Sqft /Max 1150 Sqft) for acquiring premises for shifting of Narhar Gauda Branch (8657).

**Location: Vill. Narhar Gauda, Block Tejwapur, Post: Khasha Mohammadpur, Teh. Mahsi - 271825**

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

Location of premises should be within 2-3 KM from current Premises of Branch. Premises should consist of 02 rooms (01 strong room & 01 stationary room), Hall and 02 separate toilets for Male & Female Staff with Tiles flooring. Premises should be ready for possession and accommodation within period of 03 months from the date of advertisement. Premises should be invariably on Ground Floor with roof available to Bank for installation of Solar Panel, RF,V-SAT without any extra cost. Adequate space for parking of vehicles & installation of Genset at Ground Floor should be available without any extra charge.

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

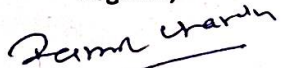
Envelop No. (1) Marked "Technical Bid" ANNEXURE III should contain full technical details viz location of premises with detailed address, plan drawn to scale with completion/occupation certificate, carpet area of each portion to be acquired, specification of internal finishes, amenities, car parking facility, distance from railway station. No indication as to price aspect be given in "Technical Bid."

Envelop No. (2) Marked "Financial Bid" ANNEXURE IV 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 superscribing advertisement reference and applicant name & address be put in one sealed cover addressed and submitted to The Regional Manager, Uttar Pradesh Gramin Bank, Regional Office-Bahraich, In Front of Gurudwara, Peepal Chauraha, Distt-Bahraich within 21 days from the day of publication of this advertisement/ on or before 27.01.2026 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: 06.01.2025**

Regards,  
  
**(Ramesh Chandra Chaudhary)**  
Regional Manager

**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 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 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 in proportion	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-XIX

### 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 of ..... 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:  
Mob. No.

