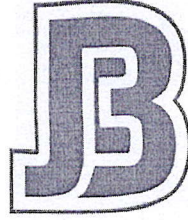


जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
नज़दीक एच.आर.टी.सी. वर्कशॉप,
डा० चंबाघाट, सोलन, हि.प्र. -173213
Chambaghat,
दूरभाष: 01792-220305, 225690
फैक्स : 01792-222715
ई-मेल: headoffice@jccb.co.in



**Jogindra Central
Cooperative Bank Ltd.**

Head Office: New Kated,
Near HRTC Workshop, PO

Solan, District Solan H.P. -173213

Phone: 01792-220305, 225690

Fax: 01792-222715

Jogindra Central Co-Operative Bank Ltd.
Head Office Solan

OFFER DOCUMENT FOR
HIRING OF PREMISES UNDER
TWO BID SYSTEM

at

Vardhman Chowk, Baddi, Domehar
and Wagnaghat Distt. SOLAN,
H.P.

Issued By:

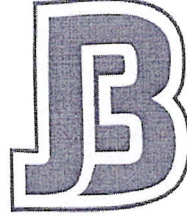
Jogindra Central Co-op. Bank Ltd.

**Head
Office,
Near
HRTC
Workshop
Solan HP.**

Email: estt@jccb.co.in

Tel: 01792-220305

जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
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**OFFER DOCUMENT INVITING
OFFERS IN TWO-BID SYSTEM
FOR HIRING PREMISES TO THE
BANK AT Vardhman Chowk, Baddi,
Domehar and Wagnaghat Distt.
SOLAN, H.P.**

The Offer document consists of the following:

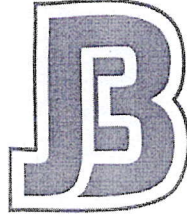
TECHNICAL BID:

1. Notice Inviting Offers
2. Instructions to offers
3. Terms and Conditions
4. Technical Details of the Premises Offered
5. Financial Bid (Rate/Rental details of the premises offered.)

All the above mentioned documents are to be submitted to the bank duly signed by the offerer/s on all pages.

मुख्य कार्यालय: सोलन, हि.प्र.-173213

जोगिन्द्रा केन्द्रीय सहकारी बँक मर्यादित
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NOTICE INVITING OFFERS FOR HIRING OF PREMISES

Jogindra Central Co-op. Bank Ltd.

Head Office, Near HRTC Workshop

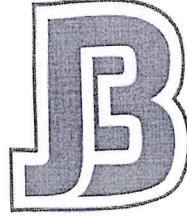
New Kather, Solan HP.

Jogindra Central Co-Op. Bank Ltd. Intends to take premises on lease basis from Individuals/
Firms. Offers are invited under Two Bid System as per details given below:

1. Requirements:

Sl.	Location	Area of Premises Location	Remarks
1	Vardhman Chowk, Baddi District SOLAN, H.P.	1000 -1500 SFT APPRX.	A) Premises should be on Ground Floor with entire area in a single floor. B) The strong room measuring about 150- 200 sft as per the Bank's specification is to be constructed in the premises by the offerer. C) Required power load is 10-15 KW (To be provided/installed at owner cost including cost of transformer if required) D) ATM room to be constructed in the premises by the offerer.
2	Domehar Tehsil Arki Distt. SOLAN, H.P.	1000 -1500 SFT APPRX.	A) Premises should be on Ground Floor with entire area in a single floor. B) Required power load is 10-15 KW (To be provided/installed at owner cost including cost of transformer if required) ATM room to be constructed in the premises by the offerer.

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Waknaghat Kandaghat SOLAN, H.P.	Tehsil Distt.	1000 -1500 SFT APPRX.	A) Premises should be on Ground Floor with entire area in a single floor. B) Required power load is 10-15 KW (To be provided/installed at owner cost including cost of transformer if required) ATM room to be constructed in the premises by the offerer.
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1. The prospective offerers meeting the above requirements are requested to collect the Offer Documents from Bank's Branches situated in District Solan OR Head Office Solan during working hours. The Offer Document can also be downloaded from our website www.jccb.co.in
2. Duly filled in offers placed in a Sealed Envelope Super-scribed as "OFFER FOR HIRING OF PREMISES AT Vardhman Chowk, Baddi District SOLAN OR Domehar Tehsil Arki Distt. SOLAN OR Waknaghat Tehsil Kandaghat Distt. SOLAN (as the case may be) shall be submitted up to 2.00 PM on 18.11.2024 at Jogindra Central Co-Op. Bank Ltd, Head Office, Near HRTC Workshop, New Kather Solan Distt. Solan HP.
3. The Offer will be opened on the same day at 3.00 PM (time) at the above Office (Head Office Solan) in the presence of bidders or their authorized representatives who may choose to be present.

No Brokers / Intermediaries shall be entertained. Jogindra Bank reserves the right to accept or reject any or all offers in full / part without assigning any reasons whatsoever.

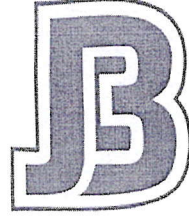
Sd/-

Managing Director

मुख्य कार्यालय: सोलन, हि.प्र-173213

For more information visit www.jccb.co.in

जोगिन्द्रा केन्द्रीय सहकारी बँक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
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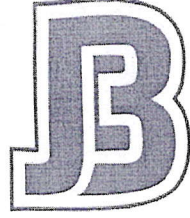
Instructions to Offerers

1. The Notice Inviting Offer, Instructions to offerers, Terms and Conditions, Technical details of the premises offered, Carpet Area Definition, Strong Room specifications and Financial Bid will form part of the offer to be submitted by the offerer.
2. The offers are to be submitted in Two Bid System i.e., Technical Bid and Financial bid.
3. The Technical Bid consists of all the required information called for in a questionnaire and shall contain, inter alia, the details regarding the property viz., Name & Address of offerer, location, area of the plot, copy of sanctioned plan with completion certificate, floor area of portion to be leased, specification of internal finishes, amenities, sanctioned electrical power load, usages of the property, title reports to confirm ownership and clear marketability, and other terms and conditions relevant to the hiring of premises (other than the price). **The Technical Bid shall be submitted in sealed cover (Marked Envelope-1) super scribed as "Technical Bid for Hiring of Office Premises for Jogindra Bank Branch at Vardhman Chowk Baddi, OR Domehar, Tehsil Arki, OR Wagnaghat Tehsil Kandaghat, H.P. (as the case may be)" TheName & address of the offerer to be mentioned on the cover without fail.**
4. The Financial Bid shall contain **ONLY** financial details i.e., rate/ rent per sq.ft. on carpet area basis and other financial implications. **The Financial Bids will be placed in a sealed envelope (Marked Envelope -2) and superscribed as "Financial Bid for Hiring of Office Premises for Jogindra Bank Branch at Vardhman Chowk Baddi, OR Domehar, Tehsil Arki, OR Wagnaghat Tehsil Kandaghat, H.P. (as the case may be)". The Name & address of the offerer to be mentioned on the cover without fail.**
5. **Both the sealed envelopes shall be placed in a bigger sealed envelope superscribed as "OFFER FOR HIRING OF PREMISES FOR Jogindra Bank Branch at Vardhman Chowk Baddi, OR Domehar, Tehsil Arki, OR Wagnaghat Tehsil Kandaghat, H.P. (as the case may be)" and submitted at the address given in the Notice Inviting Offers. on or before the last date and time for submission.**
6. Offers received with delay for any reasons whatsoever, including postal delay after the

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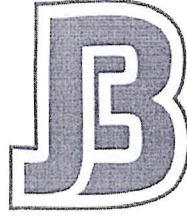
Head Office: New Kated,
Near HRTC Workshop, PO

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Phone: 01792-220305, 225690
Fax: 01792-222715

time and date fixed for submission of offers shall be termed as "LATE" and shall not be considered.

7. Copies of the following documents are to be submitted with Technical Bid in support of the details furnished there in.
 - i. A set of floor plans, sections, elevations and site plan of the premises offered showing the detailed dimensions, main approach road, road on either side if any width of the road/s and adjacent properties etc.,
 - ii. A copy of title deeds or Jamabandi as a proof of ownership.
8. All columns of the offer documents must be duly filled in and no column should be left blank. All the pages of the offer documents are to be signed by the offerer /authorized signatory. In case of joint ownership, all the joint owners have to sign all the pages of the bids (Technical and Financial Bids). Any over-writing or use of white ink is to be duly authenticated by the offerer. Incomplete Offers / Offers with in-correct details are liable for rejection.
9. In case the space in the offer document is found insufficient, the offerers may attach separate sheets.
10. The offer submitted shall be in compliance to the terms/conditions specified in the offer document. However, any terms in deviation to the terms/conditions specified therein, shall be furnished in a separate sheet marking "list of deviations". Bank reserves the right to accept or reject all or any of the deviations without assigning any reason.
11. Separate offers are to be submitted, if more than one property is offered.
12. i) The Technical bids will be opened on Date & Time stipulated in the Notice inviting Offers (Head Office Solan) in the presence of offerer/s at our above office. Offerer/s is/are advised in his/her/their own interest to be present on that date, at the specified time.
 - ii) The preliminary short-listed offerers will be informed in writing or orally by the Bank for arranging site inspection of the offered premises.

जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
नज़दीक एच.आर.टी.सी. वर्कशॉप,
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- iii) After the site visit, the Technical Bid will be evaluated on various parameters like location, amenities available, exclusivity, nearby surroundings, proneness to water logging / flood etc, quality of construction, efficacy of the internal layout of premises and layout of buildings in the complex etc., and suitable offers shall be finalized /shortlisted for opening Financial Bid.
13. Canvassing in any form will disqualify the offerer.

14. METHOD OF EVALUATION OF SHORTLISTED OFFERS:

The bid so shortlisted offerers will be evaluated on techno-commercial basis giving weightage as detailed below:

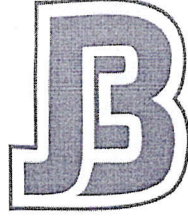
- a. Technical Evaluation -60%
 - b. Financial Evaluation -40%
15. Offerers are requested to submit their lowest possible quotes in the Financial Bid as negotiations / discussions will be held only with the L1 arrived as detailed above.
16. The offer should be submitted in prescribed format only. Offer submitted in other than prescribed format will be liable for rejection. The offerers are requested to quote the rental rate after going through carefully the "Carpet Area Definition" and the "Strong Room Specifications" (where applicable) detailed in this document.
17. Jogindra Bank reserves the right to accept any offer or to reject any or all offers at its sole discretion without assigning reasons thereof and does not bind to accept the lowest tender.

Place:

Signature of Offerer/s

Date:

जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
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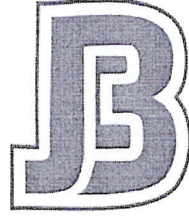
Fax: 01792-222715

Terms and Conditions

1. Property should be situated in good location with congenial surroundings and proximity to public amenities like Bus stop, Banks, Markets, Hospitals, Schools etc.
2. There should not be any water logging inside the premises and surrounding area.
3. Offerer to provide adequate parking space for vehicles of Bank staff and customers. The premises should have good frontage and proper access.
4. **Preference will be given to premises ready for occupation.** The owners of such premises will have to hand over the possession of premises within fifteen days of the acceptance of their offer by the Bank duly completing the strong room and other Civil / Electrical works as required by the Bank.
5. The entire offered area shall be available in a single floor on Ground Floor.
6. Lease agreement for the premises finalized will be entered into with the landlord/s.
7. Period of lease will be 20 years with enhancement in rent for the second block of 3 or 5 years (5% after three years or 10% increase after 5 Yeras) with minimum notice period of 3 months for vacation by the Bank.
8. Payment of rent will be on Carpet area basis only. Carpet area shall be arrived after joint measurement.
9. The rent shall be inclusive of basic rent plus all taxes / cess present and future – House tax, property tax, and Municipal taxes. Maintenance charges and service charges like society charges etc. The rent will be paid from the date of taking possession of the premises. Nothing extra will be paid other than the monthly lease rent. If the offerers are not agreeable to bear any of the taxes/charges, it should be clearly mentioned in the offer.
10. Service tax/ GST at the applicable rates on rental payment shall be borne by the Bank.
11. The offerers at their own cost secure and provide the required power load with independent meter. Energy Meter is to be provided by the landlords. Bank will be paying consumption charges only.
12. Offerers at their cost have to construct toilets.

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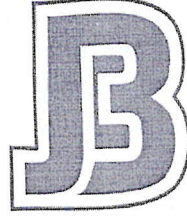
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13. The landlords during the currency of the lease shall carryout repairs and maintenance works for the premises and to make the building tenantable and leak proof / water proof as per the requirement. Painting of the premises is to be done once in 3-5 years.
 14. During the period of tenancy, if the Bank desires to carryout alterations if any within the premises at Bank's cost, the Offerer will permit the same on the existing lease terms and conditions.
 15. Income-tax and Statutory clearances shall be obtained by the lessor at their own cost as and when required.
 16. Income tax on rental payment will be deducted at source (TDS) at prevailing rate.
 17. Offerors, at their cost, have to provide:
 - a) Rolling shutters for external entrances with necessary locking arrangements.
 - b) MS Grills for all windows and ventilators and such other openings.
 - c) Provision of proper adequate space for Bank's Sign Board, VSAT, DG Set/ Inverter / Solar Panel.
 - d) Good quality ceramic tile flooring in Rural and Semi Urban areas and vitrified flooring in Urban and Metropolitan Areas.
 - e) All sanitary fittings and toilet accessories such as commodes, urinals, wash basins, taps, health faucets etc., of standard quality.
 - f) Electrical distribution system including light points, power points, distribution boards and good quality earthing (conforming to Indian Electricity Act and Local Electricity Board rules and regulations).

Place:

Signature of Offerer/s

Date:

जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
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TECHNICAL DETAILS OF THE PREMISES OFFERED

From:

Sri/Smt/M/s.....

.....

.....

Telephone No.....

To

The Managing Director

Jogindra Central Co-Operative Bank Ltd.

Head Office, Near HRTC Workshop, Kather Solan.

Dear Sir,

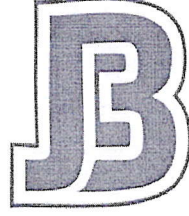
Sub: Offer of premises on lease for yourBranch/
Office

In response to your paper advertisement in.....appeared on as
well as in your Bank's website, I / We am/are submitting the details of our premises as under:

1.Name & Address of the Offerer			
2. Location & Postal address with PIN code of the offered premises			
3.Area offered		<u>FLOOR</u>	<u>AREA IN SFT</u>
4.	BUILDINGDETAILS: Year of Construction		

मुख्य कार्यालय: सोलन, हि.प्र-173213

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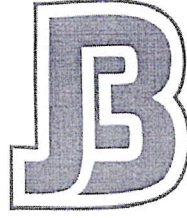
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	Clear ceiling height of the floor offered		
	Type of flooring provided		
5.	STATUTORY PERMISSIONS: Whether plans are approved by Local Authorities		
6.	Available frontage of the premises (Width of the Premises for display of Bank's signboard) Feet	
7.	Whether premises is situated on the Main Road (Please indicate the road width)	YES	NO
8.	Whether floor of the building offered is strong enough to bear the load of strong room walls, door/s, Safes, Safe Deposit Lockers etc..	YES	NO
9.	Whether the surrounding of the premises is clean and hygienic	YES	NO
10.	Whether the premises is ready for occupation, If not, indicate present status and the time required for handing over possession		
11.	Whether the premises offered to the Bank is free from encumbrances.	YES	NO

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Solan, District Solan H.P. -173213

Phone: 01792-220305, 225690

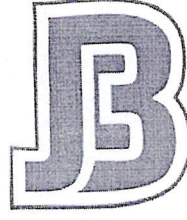
Fax: 01792-222715

12. I/We am/are prepared to provide strong room of required size as per Bank's specification for the premises at my/our cost. (Wherever applicable)	YES	NO
13. I/We am/are ready to provide ATM room within the offered premises without additional rent.	YES	NO
14. Power load available at present and the time required for providing the power load required by the Bank.		
15. Whether adequate space is available for Generator Set, VSAT, Solar Panels, Bank's sign Board.	YES	NO.
16. Whether adequate parking space is available in front of the premises. If "YES" details to be furnished		
17. I/we am/are willing to make alternations to the premises to suit Bank's requirement at my/our cost.	YES	NO
18. Whether separate independent electricity meter/water meter is/will be provided to the premises.	YES	NO

मुख्य कार्यालय: सोलन, हि.प्र-173213

For more information visit www.jccb.co.in

जोगिन्द्रा केन्द्रीय सहकारी बैंक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
नज़दीक एच.आर.टी.सी. वर्कशॉप,
डा० चंबाघाट, सोलन, हि.प्र. -173213
दूरभाष: 01792-220305, 225690
फैक्स : 01792-222715
ई-मेल: headoffice@jccb.co.in



**Jogindra Central
Cooperative Bank Ltd.**
Head Office: New Kathed,
Near HRTC Workshop, PO Chambaghat,
Solan, District Solan H.P. -173213
Phone: 01792-220305, 225690
Fax: 01792-222715

Estd: 1924

19. Whether water supply is available. If "NOT" what alternate arrangement is made.	YES	NO
20. Whether toilet is provided. If Not, time required to Provide the same.	YES	NO
21. Any other information such as additional facilities offered etc., which the offerer would like to highlight	1. 2. 3.	

- I) I/We am/have clear legal title in respect of the property offered to the Bank and copies of relevant documents in this regard are enclosed.
- II) I/We am/have read and understood Bank's Terms and Conditions for hiring the premises and confirm our acceptance for the same and accordingly quoted our rate on carpet area basis in the Financial Bid.

OR

I/We am/have read and understood Bank's Terms and Conditions for hiring the premises. The Terms and conditions for which I/We am/are not agreeable are furnished in the "List of deviations" annexed to the Technical Bid. Accordingly, we have quoted our rate in the Financial Bid.

- III) I/We agree that until regular lease agreement is entered into, this document with the bank's written acceptance thereof shall constitute the binding contract between me/us and the bank.

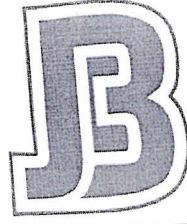
Place:

Yours faithfully,

Date:

Offerer/s' Signature

जोगिन्द्रा केन्द्रीय सहकारी बँक मर्यादित
मुख्य कार्यालय: न्यू कथेड,
नज़दीक एच.आर.टी.सी. वर्कशॉप,
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Estd: 1924

**FINANCIAL DETAILS OF THE
OFFER**

(To be submitted in a separate sealed envelope marked as Financial Bid)

From:

Sri/Smt/M/s.....
.....
.....

To

The Managing Director

Jogindra Central Co-Operative Bank Ltd.

Head Office, Near HRTC Workshop, Kather Solan.

Dear Sir,

SUB: Offer of premises on lease for your Branch/Office

In response to your advertisement, I/We have submitted the details of my/our premises in a separate envelope marked "Technical Bid". I/We am/are submitting the "Financial Bid" agreeing to the following:

1. To offer my/our premises at Rs..... Per sft per month (Rupees.....) from the date of handing over possession of the premises, with% increase in rent for the second block of years.
2. The above rate is quoted for the terms and conditions agreed by us in the Technical Bid.

Place:

Date:

Signature of the offerer/s