



INDIAN OVERSEAS BANK,
Regional Office
10/1, Lakshmi Narayana Complex, 3rd floor
Palace Road, Vasanthanagar
BENGALURU 560 052
Ph. 080-22950269 / 218

OFFICE SPACE REQUIRED ON LEASE BASIS

Bank requires ready office space in Bangalore- HSR Layout, Sector-7 Bengaluru for its Banking business on lease

Location and area required

About 2000 (+/- 10%) sq ft of carpet area in Ground Floor, within 500 mtrs from 9th Main Road, Sector-7, H.S.R. Layout, Bengaluru.

Interested owners / PA holders of premises in the location required may send their offer in two separate bid forms – Technical and Price bids furnishing full particulars on or before 14.06.2019 by 17.00 Hrs. Format of bid forms and details of terms can be had from our office or visit at Bank's website - www.iob.in. Brokers/real estate agents will not be entertained.

Bengaluru
24.05.2019

Sd/-
Chief Regional Manager

**DETAILS OF TERMS OF OFFER FOR OFFICE SPACE REQUIREMENTS IN
HSR LAYOUT, SECTOR-7, BENGALURU**

1. The premises should be located in Ground Floor, on Main Road, preferably within a radius of 500 meters of 9th Main Road, Sector-7, HSR Layout, Bengaluru.
2. Lease period offered should be for a minimum of 10 years with 5+5 year terms. Lease deed has to be executed & registered in Bank's standard format
3. No Interest free Rental Advance will be entertained
4. No request of annual enhancement of rent will be entertained and enhancement of rent will be on completion of 5 year term
5. Maximum 15% enhancement of rent will be offered after completion of every 5 years during the lease period
6. Carpet area required : About 2000 sq ft (+/- 10%) and should be in Ground Floor.
7. Building should have adequate water supply facility and 3 phase power requirement of about 20-30 KVA and Adequate vehicle parking facility. Age of the building should not be more than 10 years
8. All necessary drawings of the building offered for lease, including approved plan, planning permit etc. shall be submitted and owners' certificate confirming that construction of the building is as per the approval of local body/statutory authority
9. Building should be located on the main road and ready for occupation.
10. Owners should agree to carry necessary civil works as per Bank's layout at their cost including construction of strong room (as per RBI Specification) toilet facilities, ATM site and handover possession within 45 days as per layout plan of Bank.
11. Taking the building on lease is subject to vetting of title documents by our Law Department to ensure clear title in favor of the owner.
12. Lease deed is to be registered with expenses sharing @ 50:50
13. Bid Forms should be submitted in 2 formats: Technical and Price bids separately in closed covers.
14. Separate offers should be submitted for two or more offers by the same person. The format is to be filled up, signed by the authorized signatories on all the pages and submitted to the Chief Regional Manager, Indian Overseas Bank, Regional office, 10/1, 3rd Floor Lakshminarayana Complex, Palace Road, Vasanthanagar, Bangalore 560052 in separate sealed covers super scribing the name of the area, indicating either Technical Bid or Price Bid on top of the cover on or before 14.06.2019 by 17.00 Hrs. The price bid would be opened after short listing of offers based on Technical Bid. Price bid would be opened only for those shortlisted offers, on a future date and will be intimated to the shortlisted bidders.
15. Bank will shortlist the offers based on the minimum criteria information provided in Technical Bid of the tender VIZ.
 - a. Acceptance to quote rent based on carpet area only.
 - b. Locality of the proposed site
 - c. Area of the premises offered
 - d. Accessibility from Main Road
 - e. Parking space provided
 - f. Amenities and other infrastructure provided (Like running water supply, adequate KW power and load byway of 3 phase electricity supply with independent EB meter etc.)
 - g. Bidders acceptance of all Bank's terms and conditions
 - h. Other essential requirements spelt out as per terms from 1 -14
16. Bank reserves the right to reject any offers without assigning any reason.

To

Technical Bid Form

**The Chief Regional Manager,
Indian Overseas Bank
Regional office
Bangalore**

Sub : New office Premises required in Bangalore-HSR Layout, Sector-7

We refer to your enquiry regarding requirement of office space, we hereby offer the under noted premises. We have read and understood the terms of Bank for taking premises on lease and we agree for the same.

1	Name and address of owner	
2	Name of the PA Holder, in case of Multiple owners	
3	Share of each owner if any under joint ownership	
4	Contact person(s) a. Name b. Phone number(s) c. Mobile number(S) d. Fax e. Email	
5	Details of premises offered to Bank (a) Location and address	
	(b) Distance from: 9 th Main Road, Sector-7, HSR Layout, Bengaluru	
	(c) Whether there is direct access to the premises from the main road	
6	Specify type of building (Residential/commercial)	

7	Year of Construction	
8	Area Details	
	a. Built up Area	
	b. Carpet area	
9	Lease period agreed:	
10	Whether M.S.Grill provided to the windows (YES/NO/WILL BE PROVIDED)	
11	Whether running water facility available(YES /NO/WILL BE PROVIDED)	
12	Whether adequate sanitary facilities available for each sex separately? (YES/NO/WILL BE PROVIDED)	
13	Is the Building ready for occupation	
14	Whether adequate KW power load by way of 3-phase electricity power supply available with separate EB meter? (YES/NO/WILL BE PROVIDED)	
15	Strong room as per RBI's specification is to be constructed at Landlords cost Please offer your concurrence	
16	Are you agreeable to bear 50% of the cost of execution and registration of lease deed? (YES/NO)	
17	Are you agreeable to execute the lease Deed agreement in Bank's standard format? (YES/NO)	
18	Are you agreeable to rectify any defects in the building, if Bank agrees to take the premises on lease? (YES/NO)	
19	Other Infrastructure provided (viz., Air-conditioning, Back up DG etc. Please specify)	
20	Details of Approved plan and license Copy of same may be annexed	
21	Details of latest tax paid particulars and copy thereof	
22	Any other terms and conditions (Please specify)	

Place _____

Date _____

SIGNATURE

To:

Financial Bid Form

Chief Regional Manager,
Indian Overseas Bank,
Regional office,
No.10/1, Lakshminarayana Complex,
3rd Floor, Palace Road, Vasanth Nagar
Bengaluru 560052

Sub : New office premises : Financial Bid Form

Name and address of owner:

Address of the building offered:

Details	Basic Rent	Amenities Charges	Taxes/cess	Parking charges	Any other charges	TOTAL PER MONTH

Period of Lease (Certain period): 10 years from the date of handing over of vacant & occupyable position

Increase in rent (Certain percentage) _____% after 5 years

Rental Advance expected:

No interest free rental advance required / Interest free rental advance equivalent to _____ months rent is to be paid

Place

Date:

(Signature)