

RON/PND/2026

DATE: 21.05.2026

Advertisement for E-Lobby Premises

Union Bank of India requires well-constructed premises in ready possession on ground floor with adequate parking space for the following.

S.No.	Name	Required Location	District	Area in Sq.Ft.
1	E-Lobby	Gumgaon Village	Nagpur	200

Prospective bidders holding ownership or power to negotiate on behalf of owners may collect the Technical Bid/Price Bid formats from our Regional Office during office hours from **21.05.2026 to 04.06.2026** or download from the website [www.unionbankofindia.com](http://www.unionbankofindia.com) & <http://tenders.gov.in> and should submit their technical bid and price bid offers in **separate sealed covers** super scribing technical bid/price bid together enclosed in one envelop, to our office **on or before 04.06.2026 by 3:30 pm** at our Regional Office **on the above address**. All the Local Authority Taxes will be born by the Landlords. **Non-refundable application fee of Rs 500/- by DD favoring "Union Bank of India "Payable at Nagpur should be enclosed along with Technical bid.** The technical bid will be opened on **04.06.2026 at Regional Office at 4:00 pm** on the above address in the presence of bidders/their representatives. No brokers or intermediaries please. Priority will be accorded to the property to be leased by the public centre undertakings or Govt./Semi Govt. bodies. **Bank reserves the right to accept or reject all or any offers without assigning any reasons whatsoever.**

**Note: Prebid meeting for any clarification regarding technical and price bid will be held at Reginal Office Nagpur on 25.05.2026 at 12.30 PM.**

Regional Head

**Following terms and conditions are applied:**

1. Carpet area required is 200 Sq ft.
2. The period of lease shall be minimum 10 years.
3. Bank will be 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 premature termination of lease.
4. Parking with adequate space earmarked for customers.
5. Clear title of the land and permission for utilization of building for commercial use from the competent authority. In case the landlord has availed any loan against mortgage of land and / or building no objection certificate to be produce from the mortgagee.
6. Building must be in accordance with states fire safety norms (Overhead and Underground Tanks, Fire alarm system, Hydrant system, emergency exit etc).
7. Electrical supply having separate electric meter catering prescribed load as per bank requirement.
8. Area must be having broadband facility and good mobile connectivity.
9. All taxes (house tax/ property tax/ water tax etc) are to be borne by the landlord.
10. No escalation of rent should be considered during the currency of lease after lease terms are agreed to or after our occupancy of the premises.
11. Space for fixing Banks sign board will be provided.

**OFFER OF PREMISES ON LEASE/ RENTAL BASIS**

**FORMAT OF TECHNICAL BID**

With reference to your advertisement in the local daily/ Bank's website/NIC Portal dated -----, I/We hereby offer the premises owned by us for housing your branch/office on lease basis.

**PART A: GENERAL INFORMATION**

I. Name of the owner/s:

II. Share of each owner, if any,  
under joint ownership:

III. Location:

A. Name of the building/scheme:

B. Sector No.:

C. Street:

D. Full Address along with PIN code &  
prominent landmark

E. Locality  
(Residential/Commercial/Industrial/Mixed):

**PART B: TECHNICAL INFORMATION**

I. Building

A. Carpet Area of the premises:

	Dimension	Area (Carpet)
i. Hall		
ii. Toilet/Washrooms		

B. Location

(Basement/Ground/Lower or Upper ground/Mezzanine/1<sup>st</sup> floor):  
(give area of each floor)

- C. Age of the building:
- D. Frontage in feet:
- E. Access /distance from Main Road:  
(Mention whether it is on main road)
- E. Type of Building:  
(Residential/Commercial/Industrial)
- G. Type of Construction  
(Load bearing/RCC/Steel framed)
- H. Pillars in premises offered (specify no.)
- I. Floor numbers and height of each  
floor including Basement, if any:  
(Clear floor height from floor to ceiling)

**PART C: OTHER PARTICULARS :**

- 1. Lease period offered:
- 2. Amenities available / proposed:
  - (a) Separate electricity meter:
  - (b) Sanctioned Electrical power/ load:
  - (c) Car Parking facility:
  - (c) Continuous water supply:
  - (e) Water supply facility  
(Municipal supply/Well/Borewell):
  - (f) No. of toilets:
- 3. Whether separate water meter is provided:
- 4. Whether plans are approved by local authorities:
- 5. Time required for giving possession:

6. Whether agreeable to provide for rooftop for installation of V-SAT/Solar panels/any other bank's equipments (YES/NO):

7. Any other information not covered above:

Place:

Signature

Date:

(Landlord/Owner)

Address\_\_\_\_\_

Mobile No.\_\_\_\_\_

### **Following Documents to be submitted with Technical Bid :**

1. Proof of ownership of the premises i.e. Copy of Sale Deed/Registered Will etc.
2. Copy of latest Municipal Tax Receipt.
3. Self Attested Xerox Copies of Adhaar, Pan and Address Proof of all the landlords.
4. Copy of Approved building plan for the premises offered.
5. Copy of Electricity Bill of the premises offered.
6. Copy of Water Bill of the premises offered.
7. Copy of few photos of the premises.

OFFER OF PREMISES ON LEASE / RENTAL BASIS

**FORMAT OF PRICE BID**

With reference to your advertisement in the local dailies/banks Website/NIC Portal dated -----, I/We hereby offer the premises owned by us for housing your branch/office on lease basis.

**PART A: RATES OFFERED**

Rate per sq.ft. (carpet area) / lump sum monthly Rent:

**PART B: OTHER DETAILS**

i. Amount of Municipal taxes per annum (To be Borne by Landlords):

ii. Monthly Maintenance charges  
(like society charges/charges for amenities, etc):

iii. Any other charges per month:  
(please specify)

iv. Taxes to be borne by: Landlords

v. Maintenance charges to be borne by: Landlords

vi. Any other charges to be borne by: Landlords

**PART C: TOTAL DEMAND (per month)**

I. Rent. : Rs.

II. Tax : Rs.

III. Maintenance charges : Rs.

IV. Any other charges : Rs.

**V. Total : Rs.**

Place:

Signature

Date:

(Landlord/Owner)

Address: \_\_\_\_\_

Mobile No. \_\_\_\_\_