

UNION BANK OF INDIA REGIONAL OFFICE JODHPUR

क्षेत्रीय कार्यालय, जोधपुर, तीसरा तल, साईबर-7, साईबर पार्क, सरस डेयरी के पास, रीको भारी औद्योगिक क्षेत्र, जोधपुर-342003

किराये पर परिसर की आवश्यकता

यूनियन बैंक ऑफ इंडिया को बलिया गांव (बलिया- रूरल यूआरसी शाखा हेतु), जिला डीडवाना कुचामन, राज्य- राजस्थान में नीचे वर्णित स्थान प्राथमिक रूप से भूतल पर तैयार 1200 वर्गफीट $\pm$ 10% कारपेट एरिया वाले एक पूर्ण निर्मित व्यावसायिक परिसर की आवश्यकता है।

स्थान एवं वांछित लोकेशन	सिटी	जिला	वांछित कारपेट क्षेत्र
वाणिज्यिक परिसर / ग्राम पंचायत से प्राप्त एनओसी, बलिया गांव के प्रमुख स्थान पर स्थित होना चाहिए।	बलिया गांव	डीडवाना कुचामन	1200 वर्गफीट $\pm$ 10%

अधिक विवरण एवं इस निविदा संबंधी दस्तावेज के लिए बैंक की वेबसाईट <https://www.unionbankofindia.bank.in> एवं भारत सरकार का केंद्रीय सार्वजनिक प्रोक्यूरमेंट पोर्टल- www.eprocure.gov.in देखें। निर्धारित प्रारूप में निविदा प्रस्तुतीकरण की अंतिम दिनांक 06.11.26 को दोपहर 3:00 बजे तक है। बैंक कोई भी या सभी प्रस्तावों को बिना कोई कारण बताए अस्वीकृत करने का अधिकार सुरक्षित रखता है।

सहायक महाप्रबंधक

Regional Office, Jodhpur, Third Floor, Cyber-7, Cyber Park, Near Saras Dairy, RIICO Heavy Industrial Area, Jodhpur-342003

PREMISES REQUIRED ON LEASE

Union bank of India requires a well constructed **Commercial Premises** admeasuring **1200 sq.ft $\pm$ 10%** Carpet Area in ready possession at **Baliya Village (for Baliya- Rural URC Branch), District Didwana Kuchaman, State - Rajasthan** at below mentioned location(s) Preferably on Ground Floor.

Place & Desired Location	City	District	Desired Carpet Area
Commercial Premises /NOC obtained from Gram Panchayat should be located in Prime locality of Baliya Village.	Baliya Village	Didwana Kuchaman	1200 $\pm$ 10% sq.ft

For further details & Tender documents, please visit our Bank's website <https://www.unionbankofindia.bank.in> & Govt of India Central Public Procurement Portal, i.e. www.eprocure.gov.in. Last date for submission of bids in prescribed format is **06.11.26 up to 3:00 PM**. The Bank reserves the right to reject any or all bids without assigning any reasons whatsoever.

Assistant General Manager

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Tender Date: – 23.10.2026

NOTICE INVITING TENDER (NIT)

Request for Proposal (RFP) for Acquisition of Premises on lease for Baliya - (Rural-URC)

Branch under Jodhpur Region

- 1. Purpose of RFP:** Union Bank of India, Regional Office, Jodhpur invites offers from owners/power of attorney holders for the commercial/office well-constructed premises on lease rental basis for Branch at Baliya - (Rural-URC) Center, Tehsil- Didwana, District- Didwana-Kuchaman, State Rajasthan.

Sr. No.	Place	Tehsil	District	State	Desired Location	Carpet area in Sq.ft.
1.	Baliya	Didwana	Didwana-Kuchaman	Rajasthan	Commercial Premises /NOC obtained from Gram Panchayat should be located in Prime locality of Baliya Village.	1200 ± 10% Sq.ft.

The branch premises should be preferably in prime locality in the vicinity of respective above-mentioned area preferably on a main road with adequate dedicated parking space and predominantly in the cluster of commercial establishments on the Ground floor ready/likely to be ready for immediate possession. In case the premises are in residential area/zone for Bank's commercial use, the landlord/lady should obtain prior permission from the municipality/corporation/Gram Panchayat/ authority concerned in respect of change in use of premises. However, if misuse charges are levied at later date by the authorities concerned, the landlord shall have to undertake to bear the misuse charges. A declaration of this effect, as a part of Deed, is to be submitted by the landlord before execution of lease deed.

2. Important Dates:

Tender Issue Date	23.10.2026
Last Date of Bid Submission	06.11.2026 Time 3:00 pm
Date of opening of Technical Bid	06.11.2026 Time 3:30 pm
Date of opening of Price Bid	Will be intimated later to shortlisted bidders

- 3. Tendering Process:** Two Bid systems namely Technical and Price Bid is to be followed for selection of premises. Details of process is as follows: -

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The Offer will be in two parts, Technical bid and Price bid. The Offerors/Owners shall submit the Technical bid and Price bid duly supported by relevant documents as per formats appended as Annexure I to III.

Both (Technical Bid & Price Bid) parts will be submitted in separate sealed cover envelope duly superscripted **“Technical bid for acquiring premises for Baliya Branch”** and **“Price bid for acquiring premises for Baliya Branch”** respectively. Both the envelopes should be placed in another sealed envelope superscripted **“Offer for acquiring premises for Baliya Branch”**.

Sr. No.	Envelope	Superscripted	Content
1.	Main Sealed Cover Envelope	“Offer for acquiring premises for Baliya Branch” .	Consist of separate sealed Technical Bid and Price Bid Envelope.
A.	Technical Bid in separate Sealed cover Envelope	“Technical bid for acquiring premises for Baliya Branch”	<ul style="list-style-type: none"> • Covering letter on the prescribed format as per Annexure- III. • Technical bid as per Annexure-I • Copy of Approved plan and layout. • Site plan copy. • NOC from the competent authority for commercial use of the premises • Relevant copies of documents as per RFP.
B.	Price Bid in another separate Sealed cover Envelope	“Price bid for acquiring premises for Baliya Branch”	The Price bid (as per Annexure - II) will be in respect of rent quoted by the Offeror. The other outgoings like taxes, maintenance charges etc. will also be taken into account to ascertain lowest cost per Sq. Ft area.

The tenders complete in all respect along with all the requisite papers/documents should be submitted by hand /through courier/post addressed to **The Regional**

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Head, Regional office Jodhpur, Third Floor, cyber-7, Cyber Park, Near Saras dairy, RIICO Heavy Industrial Area, Jodhpur-342003 on or before 06.11.2026 3:00 PM. Technical bid will be opened on 06.11.2026 in the presence of bidders/offerors at 3:30 PM at the above mentioned address. The bidder/offeror or their representative shall also be invited at the time of opening of Technical bid i.e. at 3:30 PM dated 06/11/2026.

4. Requirement of the Premises :

1.	Carpet area	1200 ± 10% Sq.ft.
2.	Building Frontage	Sufficient frontage space available.
3.	Parking Space	Premises should have sufficient parking space for Staff vehicles.
4.	Open Parking area	Premises should have sufficient parking space for Customer vehicles.
5.	Amenities	1. Continuous water supply will be ensured at all times by providing overhead tank and necessary taps. Wherever necessary separate water meter and electric motor of required capacity will be provided. Electrical Load (Required power load for the normal functioning of the Bank and the requisite electrical wiring/points will be provided, three phase, etc. as per Bank requirement). 2. The locality shall have basic amenities such as water supply, sewerage, Power supply etc. 3. Premises offered should have separate meter for electricity /water etc. 4. Offeror should provide separate toilets for gents and ladies in the premises.
6.	Possession	Ready possession/occupation.
7.	Location	Commercial Premises/ NOC obtained from Gram Panchayat should be located in Prime locality of Baliya Village, Tehsil Didwana, District- Didwana-Kuchaman. Premises on Main Road and Ground Floor will be preferred. In case the premises are in residential area/zone for Bank's commercial use, the landlord should obtain prior permission from the municipality/

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		<p>corporation/Gram Panchayat/ authority concerned in respect of change in use of premises. However, if misuse charges are levied at later date by the authorities concerned, the landlord shall have to undertake to bear the misuse charges. A declaration of this effect, as a part of Deed, is to be submitted by the landlord before execution of lease deed.</p> <p>Note: The objectionable establishment shall not be exist in the vicinity/nearby/adjacent to the property to be offered to the Bank.</p>
8.	Preference	<ol style="list-style-type: none"> 1. Premises duly completed in all respect with required occupancy certificate and other statutory approval of Local civic Authority. 2. Preference shall be given to Ground Floor. 3. Offer from Govt./Semi Govt. Departments/PSU/ Bank. 4. Ready to occupy premises (Open plot application does not consider).
9.	Initial Period of Lease	<p>Premises shall be taken on lease basis and minimum Period of lease will be 15 years (each 5 years block). After expiry of the initial lease period, the lease may be extended on mutually agreed terms and conditions as per the Bank's Policy.</p>
10.	Selection Procedure	<p>The premises finalized by Committee of the Union bank of India in respect of technical parameters and site inspection will be final and binding to the applicant/Bidder.</p>
11.	Validity of Offer	<p>The validity period of the bid submitted by the bidders should be for a period of minimum 180 days from the date of opening of the technical bid.</p>
12.	Stamp/Duty	<p>Legal expenses such as stamp charges/registration cost of lease deed may be shared 50:50 with Landlords.</p>
13.	Age of Premises	<p>Offered premises should have strong structure and preference should be given to newly constructed premises as per Bank guidelines.</p>

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14.	Works to be done by the Landlord	<ol style="list-style-type: none"> 1. The premises should be commercially converted and permission for commercial use of the premises (NOC) should have been obtained from the competent authority prior to submitting tender. 2. All taxes should be paid, no notices/issues etc. from statutory / regulatory authority should be pending. 3. The offered Premises shall be at elevated levels and shall not be prone to water logging, Seepage, etc. 4. The structure of the Offered premises should be strong. 5. Premises offered should have space for installation of V-SAT, Solar Panel, Secondary MPLS and other infrastructure on the terrace as required by the Bank without demanding any additional charges/rent. 6. ATM Room - Provide separate space for ATM in the same premises having area 60 sqft to 100 sqft. 7. Strong Room - The cost of construction should be borne by the Offeror. Strong Rooms are required to be constructed as per Bank specifications: - <ol style="list-style-type: none"> a. Strong Room should have clear height of 9 ft. b. wall thickness - 300 mm c. floor/roof thickness - 300 mm d. concrete mix for construction of wall, floor and roof should confirm to M20 minimum. e. Reinforcement steel bar - 12mm Reinforcement grid mesh in mm- 150 x 150 x 150 CTC 8. Ramp: Premises should be physically challenged friendly and ramps for PWD (Persons with Disability) should be at Branch as well as at ATM / E-lobby.
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5. Award of Tender : Offers /tenders/ bids will be evaluated in the following stages:

Sr. No.	Stage	Particulars
1	Stage 1	Checking of the offers regarding submission of technical bids and documents related to technical bids as stated above. Incomplete offers will be rejected.
2.	Stage 2	The members of Bank committee will visit the locations

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		/premises offered and the offers will be evaluated keeping in view the points mentioned above.
3.	Short-listing of offers	Based on the technical bid details and after inspection of the suitable premises by the Bank Officials, premises should be shortlisted for opening of Price Bid. It may be noted that all other Price Bids i.e. for the offers, that are rejected “Technically” will remain closed as it is. For the offerors, which are “Technically” acceptable, the Price Bid will be opened and further assessed.
4.	Sealed price bids of only the shortlisted offerors will be opened in the presence of tender opening committee and the shortlisted offerors/bidders. The shortlisted offerors/bidders will be informed time and place of the same later on. The offeror of the lowest rate may be called for negotiation by the premises committee as per Bank guidelines.	
5.	Bank reserves the right to accept or reject any or all the tenders/offers without assigning any reason whatsoever.	
6.	Any Corrigendum will be published on our Bank’s Website and Govt. e-procurement websites only, no newspaper publication will be given for corrigendum (if any).	

6. Terms & Conditions of RFP:

- I. Offered premises should be meeting all our eligibility criteria as stated in the RFP. Please note that the first choice / weightage shall be given to the premises with good frontage and amenities etc. as specified in the RFP.
- II. Legal opinion from our empaneled advocate will be obtained regarding title certificate of the premises and commercial use of property. The offers not confirming to the legal opinion will be rejected in the Technical Bid/Assessment itself.
- III. Premises should be located in area in specified locations with congenial surroundings. No objectionable establishment should be exist in the vicinity/nearby the premises to be offered.
- IV. Offered Premises should be located in the Specific Area / Mohalla / Sector / Lane mentioned in the RFP document/advertisement.

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- V. Offered premises should be on one place only and not broken, segregated, separated in two buildings etc. Offers not confirming to the same may be disqualified in the Technical Bid / Assessment itself.
- VI. All the columns in the Annexure I (Technical bid) and Annexure -II (Price bid) should be filled in. No column should be left Blank. Nil or Not applicable should be marked where there is nothing to report.
- VII. In case the space in the tender document is found insufficient, the offeror may use separate sheets to provide full information.
- VIII. Canvassing in any form will automatically disqualify the offeror. No brokerage will be paid to any of the Offeror/mediators/brokers, if any, in the offering of procedure.
- IX. Areas which are low lying/flood prone, secluded area with outer wall open to vacant plot and locations which are not conducive to ambient /peaceful functioning of Branch should not be considered.
- X. The particulars of premises i.e. Building name, floor, address etc. along with latest photographs should be furnished in the Technical Bid. Details of measurements of the proposed premises offered should invariably be furnished in the Technical Bid.
- XI. While acquiring premises on lease from Public Charitable Trust, lessor to obtain necessary permission from Charity Commissioner for entering into a lease. The permission should be in place before submitting the tender.
- XII. No separate rent/service charges to be considered for installation of ATM/Lobby in the existing Branch/Office.
- XIII. The building should present a congenial and impressive appearance with all the basic amenities such as water supply, ventilation, power supply, separate toilets for gents and ladies etc.
- XIV. The carpet area will be measured by Bank's Architect in presence of the landlord.
- XV. Offeror should allow space for fixing bank's signage board on entire frontage of the premises.
- XVI. Offeror should agree for all the clauses of the Bank's Standard lease deed format.
- XVII. If there is holiday on tender opening date, then the tender will be open on next working day.
- XVIII. For any query, please contact Chief Manager (Operations Dept.) **M: 8572889508.**

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Annexure-I

OFFER OF BANK'S PREMISES ON LEASE/ RENTAL BASIS

FORMAT OF TECHNICAL BID

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

PART A: GENERAL INFORMATION

<u>Sr. No</u>		<u>Remarks</u>
1.	Name of the Owner/s:	
2.	Share of each owner, if any, under joint ownership:	
3.	Location:	
4.	Name of the building/scheme:	
5.	Sector No.:	
6.	Street:	
7.	Full Address alongwith PIN code & prominent landmark	
8.	Locality (Residential/Commercial/Industrial/Mixed):	

PART B: TECHNICAL INFORMATION

<u>Sr. No</u>		<u>Remarks</u>
1.	<u>Building</u> i. Hall ii. Toilet/ Washrooms iii. Strong Room, if any.	
2.	Carpet Area of the premises (in sq.ft): Whether ready to offer area as required by Bank? Dimension (LxWxH) in feet Carpet Area(Sq.Ft)	
3.	<u>Floor particulars</u> (Basement/Ground/Lower or Upper ground/Mezzanine/1 st floor): (give area of each floor)	
4.	Age of the building:	
5.	Frontage in feet	
6.	E. Access /distance from Main Road: (Mention whether it is on main road)	
7.	Type of Building: (Residential/Commercial/Industrial)	

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8.	G. Type of Construction (Load bearing/RCC/Steel framed)	
9.	Pillars in premises offered (specify no.)	
10.	Floor numbers and height of each floor including Basement, if any: (Clear floor height from floor to ceiling)	

PART C : OTHER PARTICULARS :

<u>Sr. No</u>		<u>Remarks</u>
1.	Lease period offered	
2.	1. Amenities available / proposed: (a) Separate electricity meter (b) Sanctioned Electrical power/ load (c) Car Parking facility: (d) 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/ Tower any other bank's equipments (YES/NO) :	
7.	Any other information not covered above:	

Place:

Signature

Date:

(Landlord/Owner)

Address_____

Phone No._____

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Annexure-II

OFFER OF PREMISES ON LEASE / RENTAL BASIS

FORMAT OF PRICE BID

With reference to your advertisement in the local dailies/banks Website/e-Procurement 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)	
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PART B : OTHER DETAILS

Sr. No		<u>Remarks</u>
1.	Amount of Municipal/ Panchayat/ Local Taxes per annum:	
2.	Monthly Maintenance charges (like society charges/charges for amenities, etc):	
3.	Any other charges per month: (please specify)	
4.	Municipal/ Panchayat/ Local Taxes to be borne by: *	
5.	Maintenance charges to be borne by: *	
6.	Any other charges to be borne by: *	

* Please mention (landlord or Bank)

PART C: TOTAL DEMAND (per month) (A+B)

Sr. No		<u>Remarks</u>
1 .	Rent	
2.	Municipal/ Panchayat/ Local Taxes / Property tax	
3.	Maintenance charges	
4.	Any other charges	
5.	Total	

Place:

Signature

Date:

(Landlord/Owner)

Address: _____

Phone No. _____

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Annexure - III

To,
The Regional Head,
Union Bank of India,
Regional Office
Jodhpur.

Sub: Your RFP for scouting of premises for proposed New/Alternate _____
Branch Premises

- 1- With reference to your tender notice published in newspapers dated _____ And the RFP published in your website. Having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the proposed New/Alternate branch premises at
- 2- We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP.
- 3- We hereby confirm that we have read the terms/conditions of the RFP and agree to them fully.
- 4- We understand that the Bank is not bound to accept the offer either in part or in full and the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

Yours faithfully,

Signature of the owner(s)

Date: