

**Notice Inviting Tenders for alternate premises of
Jalna Main branch**

Union Bank of India requires well-constructed commercial premises for Jalna Main Branch with ready possession/Under Construction on Ground floor, non-congested area at Near Pitti Complex (within the radius of 5 KM from Pitti Complex), Tehsil Jalna, District- Jalna on urgent basis. Area of premises should be neat and clean with continuous water supply and in safe & secure location. Our requirement for aforesaid office is as under:

- Carpet Area 1700 ($\pm 10\%$) sq. feet for Jalna Main Branch preferably in the ground floor.
- Covered Parking with adequate space earmarked for staffs and customers.
- Separate toilet facility should be provided for Men & women within the premises.
- Clear title of the land and permission for utilization of building for commercial use from competent authority.
- Strong Room Facility:
 1. Strong Room is available, should have minimum B Class and specification as per Indian Standard IS 15369:2003 stipulated by the Bureau of Indian Standards,
 - wall thickness - 300 mm
 - Floor and Roof thickness - 300 mm
 - concrete mix for construction of wall, floor and roof should confirm to M20 minimum.
 - Reinforcement steel bar - 12mm
 - Reinforcement grid mesh in mm- 150 x 150 x 150 CTC
 - Area -150 sq.ft. to 200 sq.ft.
 - Height should have minimum 10 ft. (Internal after construction).
 - Concerned Architect certificate must submit certifying that the construction of the Strong Room has been done as per the laid down specification
 2. If Strong Room is not available/under construction, construction of strong room under the architectural plan and supervision of one of the Bank's empanelled architects and cost of construction for strong room will have to be undertaken by the landlord.
- Separate UPS room with brick wall having provision of Exhaust window for ventilation.
- In case the landlord has availed any loan against mortgage of land and /or building No Objection Certificate to be produced from the mortgagee.
- Covered drainage system.
- Availability of well-maintained lift/escalator in addition to staircase.
- Building must be in accordance with state's fire safety norms (overhead and underground tanks, fire alarm system, hydrant system, emergency exit etc.)

- Collapsible gate with Locking arrangement and rolling shutter with central lock to be provided by landlord at the entrance to the branch.
- Ramp with railing to be provided at entrance to the premises by landlord as per Bank's requirement.
- UPS battery room and both washrooms (Gents and Ladies) to be provided with Exhaust fan.
- Electrical supply having separate meter catering not less than 32 Kilowatt.
- Area must be having broad band facility and good mobile connectivity.
- Building must have pest control measures in place for protection from termites and mosquitoes etc.
- Painting of the premises with Plastic/Luster paint to be carried out by landlord before handing over premises to the Bank and to be further carried out after interval of every 05 years.
- All taxes (house tax/property tax/water tax etc.) are to be borne by the landlord.

Date of Issue of Tender	22-05-2026
Pre-Bid meeting	29.05.2026 AT 3.00 P.M.
Last date of submission of Tender	Up to 3.00 P.M. ON 11.06.2026
Opening of BID	11.06.2026 AT 3.00 P.M.

Interested individuals /firms/ companies may obtain the application forms on payment of Rs. 1000/- (nonrefundable fee by way of PO/DD favoring **Union Bank of India payable at Ahilyanagar** during the working hours from 22-05-2026 to 11-06-2026 till 3.00 PM by visiting the Regional Office address or download from the website www.unionbankofindia.co.in and www.eprocure.gov.in.

The application forms downloaded from the websites shall be accompanied with Pay Order / Demand Draft amounting to Rs.1000/- (non-refundable) favoring **Union Bank of India, payable at Ahilyanagar**. The last date for submission of the completed forms is 11-06-2026 at 03:00 PM. The forms to be submitted at below address of Regional Office only.

Union Bank of India, Regional Office
First Floor, Plot no. 3,4, 8&9, Next to Bholhegaon Bridge,
Nagapur MIDC, **Ahilyanagar-414111**

The tenders shall be submitted in two envelopes.

The envelope No.1 shall be marked as "Technical Bid for requirement of premises on lease for Jalna Main branch" and shall contain Technical Bid of the tender. Documents of property such as Copy of Title deed, Property extracts, Approved building plan, building commencement certificate, building completion certificate etc. are to be enclosed with the technical bid. This envelope will be opened on the due date of Tender Opening date.

The envelope No. 2 shall be marked as "Price Bid for requirement of premises on lease for Jalna Main branch" This envelope will be opened at later date (to be intimated subsequently) and of those whose prequalification application meets with eligibility criteria of the advertisement and the requirement of Tender fees and the terms & conditions submitted, acceptance of technical bid, etc.

The above two envelopes to be put in 3rd envelope super scribing the subject "Tender for requirement of premises on lease for Jalna Main branch."

The technical bids will be opened on 11-06-2026 at 03.00 PM at Regional Office Ahilyanagar in the presence of the tenderer / authorized Representatives. All the tenderers are advised in their interest to be present on the date at specified time.

The tenderer must use only the tender forms issued for the purpose to fill in the rates. Intimation of tender quoted by letter, telegram/ telex will not be acceptable. The tender must be dropped in the tender box kept at Regional Office Ahilyanagar. Delivery of the tender through courier/ post shall be avoided and any disputes arising thereof shall not be entertained. In case of postal delivery, the tenderer has to ensure that tender is reached before the due date and time and dropped in the tender box. The Bank will not be responsible for damage in the transit and delay of receipt of tender, if any or sent by a special messenger. Tender received late shall be rejected.

Tenderers are advised not to make any alteration/modification in the tender documents or in any respect whatsoever. Violation of this requirement will make the Tender liable for rejection. Every page of the tender documents should be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General and Special Conditions of Contract, Specifications etc. as laid down. Any tender with any of the documents not so signed will be subjected to rejection.

No consideration will be given to a tender received after the time stipulated above and no extension will be allowed for submission of the tender.

The Union Bank of India shall not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

The duly filled application must be dropped in the tender Box at Regional Office Ahilyanagar on or before 11-06-2026 up to 3.00 PM

Union Bank of India, Regional Office
First Floor, Plot no. 3,4, 8&9, Next to Bholhegaon Bridge,
Nagapur MIDC, Ahilyanagar-414111 Ph No - 0241-2990245
Email ID - rh.Ahilyanagar@unionbankofindia.bank
pnd.roAhilyanagar@unionbankofindia.bank
Mobile No. 8411928489
Mobile No. 9987494346

Offers from Brokers/intermediaries will not be entertained as Bank does not pay brokerage/commission.

The Bank reserves the right to reject any or all applications without assigning any reasons whatsoever. Please refer banks website and GOVT. portal regarding any corrigendum for the subject tender till finalization.

Annexure -I

To,
The Regional Head,
Union Bank of India,
Regional Office, Ahilyanagar

**Sub: Your RFP for scouting of premises for proposed
Jalna Main 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 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.

DECLARATION BY OWNER

- I/We, am/are aware that the rent shall be calculated as per the carpet area which will be measured in the presence of me/us and Bank Officials after completion of the building in all respects as per the specification/requirement of the Bank.
- The concept of carpet area as mentioned in tender document for payment of rent was explained to me/us and clearly understood by me/us.
- Separate toilets for gents and ladies will be provided.
- A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.
- Entire flooring will be vitrified, and walls distempered.
- All windows will be strengthened by iron grills with glass and mesh doors.
- Required power load for the normal functioning of the Bank and the requisite electrical wiring/points will be provided and shall apply for additional electric power load as and when requested by the Bank.

- Internal walls will be painted with Luster paint and external walls with Apex paints by me/us before handing over premises to the Bank and to be further carried out after interval of every 05 years.
- Continuous water supply will always be ensured by providing overhead tank and necessary taps. Wherever necessary separate water meter and electric motor of required capacity will be provided.
- Space for fixing Bank's sign board will be provided as per Bank's requirement.
- Separate electric meter in the name of bank, other required electrical facilities and additional points (lights, fans, power) as recommended by the bank will be provided.
- I/We declare that I am/we are the absolute owner of the plot/building offered to the Bank which is having valid marketable title. The building has permission to be used for commercial purpose from concerned authorities and if any Misuse Charge is levied at a future date by the statutory authorities, I/we undertake to bear the same.
- The charges/fees towards scrutinizing the title deeds of the property by the Bank's approved lawyer will be borne by me/us.
- Bank will be at liberty to remove, at the time of vacating the premises, all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room door, partitions and other furniture put up by you.
- I/we further confirm that this offer is irrevocable and shall be valid for 12 months from date hereof.
- The rent will be effective from the date of handing over vacant possession after completion of the construction, repairs, renovation, additions & execution of lease deed. Service charges for various services will be payable from the actual date of availment.
- Central Locking system for Shutters for both Branch and ATM room will be provided.
- If age of building exceeds 25 years during period of lease, I/we shall provide structural stability certificate from Structural engineer certifying future life of building covers the entire period of lease before execution of lease deed.

Yours faithfully,

(Owner/s or authorized person)

Place:

Name: _____

Date:

Address: _____

Phone: _____

**OFFER OF BANK'S PREMISES ON LEASE/ RENTAL BASIS FOR
JALNA MAIN BRANCH**

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

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 along with PIN code & prominent landmark:
8. Locality (Residential/Commercial/Industrial/Mixed):

• PART B: TECHNICAL INFORMATION

• Building

- 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) :
- Hall:
- Toilet/Washrooms:

- Strong Room, if any:

1. Floor particulars

- Basement/Ground/Lower or Upper ground/Mezzanine/1st floor:
- give area of each floor:

2. Age of the building:

3. Frontage in feet:

4. Access /distance from Main Road:
(Mention whether it is on main road)
5. Type of Building:
(Residential/Commercial/Industrial)
6. Type of Construction:
(Load bearing/RCC/Steel framed)
7. Pillars in premises offered (specify no.)
8. Floor numbers and height of each floor including Basement, if any:
(Clear floor height from floor to ceiling)
9. Strong Room: Constructed / will be constructed
10. Vitrified flooring: Provided / will be provided
11. Dado in toilets: full height glazed tiles dado provided / will be provided.
12. Pantry with Kitchen platform complete with kitchen sink and full height tile dado to wall will be provided.

PART C: OTHER PARTICULARS

1. Lease period offered- Minimum 15 years (Non-Negotiable):
2. Enhancement in rent after every 5 years: 15% (Non-Negotiable):
3. Amenities available/ proposed:
 - Separate electricity meter
 - Sanctioned Electrical power/load
 - Car Parking facility:
 - Continuous water supply
 - Water supply facility (Municipal supply/Well/Borewell):
 - No. of toilets:



4. Whether separate water meter is provided:
5. Whether plans are approved by local authorities:
6. Time required for giving possession:
7. Whether agreeable to provide for rooftop for installation of V-SAT/Solar panels/Tower any other bank 's equipment's (YES/NO):
8. Documents enclosed: (please tick)
Copy of Title deed: Yes / No
Property extracts: Yes / No
Approved building plan: Yes / No
Building commencement certificate: Yes / No
Building completion certificate: Yes / No
Commercial Occupation Certificate: Yes / No
9. Any other information not covered above:

Place:

Signature

Date:

(Landlord/Owner)

Address _____

Phone No.

OFFER OF PREMISES ON LEASE / RENTAL BASIS FOR JALNA MAIN BRANCH

PRICE BID (Part-1)

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

Carpet Area: _____ sq. ft. (as mentioned in Technical Bid)

PART A: RATES OFFERED

Rate per sq.ft. (carpet area): _____

PART B: OTHER DETAILS

- i. Amount of Municipal/ Panchayat/ Local Taxes per annum (Rs.):
 - ii. Monthly Maintenance charges (Rs.):
(like society charges/charges for amenities, etc):
 - iii. Any other charges per month (please specify)
(Rs.):
 - iv. Municipal/ Panchayat/ Local Taxes to be borne by: * Borne by landlord/bank
 - v. Maintenance charges to be borne by: * Borne by landlord/bank
 - vi. Any other charges to be borne by: * Borne by landlord/bank
- * Please mention (landlord or Bank)

PART C: TOTAL DEMAND (per month)

I.	Rent	Rs.
II.	Municipal/ Panchayat/ Local Taxes/ Property taxes (if borne by Bank)	Rs.
III.	Maintenance charges (if borne by Bank)	Rs.
IV.	Any other charges (if borne by Bank)	Rs.
V.	Total	Rs.

Place:

Date:

Signature
(Landlord/Owner)

Address: _____

Phone: _____