यूनियन बैंक ऑफ इंडिया Union Bank of India

क्षेत्रीय कार्यालयः द "एम्पायर", 33, सिटी सेन्टर, ग्वालियर (म.प्र.)- 474011

ईमेल: pnb.rogwalior@unionbankofindia.bank

जीवाजी नगर, थाटीपुर-ग्वालियर शाखा हेतु परिसर की आवश्यकता

यूनियन बैंक ऑफ इंडिया को जीवाजी नगर, थाटीपुर, जिला ग्वालियर (म.प्र.) हेतु मुख्य मार्ग पर अधिकतम 1700 वर्ग फीट कार्पेट एरिया (±10%) वर्ग फुट के व्यावसायिक परिसर की आवश्यकता है (कब्जा सहित या निर्माणाधीन; भूतल को वरीयता), जो जीवाजी नगर सीमा के भीतर हो। जिस हेतु तकनीकी बिड एवं वित्तीय बिड दो अलग-अलग बंद लिफाफों में, जिसमें लिफाफा क्र. 1 में तकनीकी बिड तथा लिफाफा क्र. 2 में वित्तीय बिड रखकर, एक मुख्य बड़े लिफाफे में सीलबंद आमंत्रित है। आवेदन पत्र, पात्रता मानदंड तथा अन्य विस्तृत जानकारी यूनियन बैंक ऑफ इंडिया, क्षेत्रीय कार्यालय, ग्वालियर से दिनांक **13.04.2026 से दिनांक 04.05.2026 को दोपहर 02.00 बजे** तक अथवा बैंक की वेबसाइट www.unionbankofindia.co.in या ई-प्रोक्योर पोर्टल htttp://eprocure.gov.in से प्राप्त कर सकते हैं। आवेदन प्रस्तुति की अंतिम तिथि **04.05.2026 को सायं 04.00 बजे तक है। प्राप्त आवेदनों को दिनांक 04.05.2026 को सायं 05.00 बजे** यूनियन बैंक ऑफ इंडिया, क्षेत्रीय कार्यालय, ग्वालियर, द एम्पायर, 33, सिटी सेंटर, ग्वालियर में प्रस्तावकर्ता अथवा उनके प्रतिनिधियों के समक्ष खोला जाएगा। यूनियन बैंक ऑफ इंडिया बिना कोई कारण बताए किसी भी एक अथवा सभी आवेदन पत्रों को निरस्त करने का अधिकार सुरक्षित रखता है।

दिनांक : 10.04.2026

स्थान : ग्वालियर

-क्षेत्र प्रमुख

यूनियन बैंक ऑफ इंडिया Union Bank of India

Regional Office: "the Empire", 33, Ciry Center, Gwalior (M.P.) 474011

Email: pnb.rogwalior@unionbankofindia.bank

PREMISES REQUIRED ON LEASE FOR JIWAJI NAGAR THATIPUR, GWALIOR

Union Bank of India requires well-constructed commercial premises admeasuring maximum 1700 sq ft (±10%) carpet area, preferably in ready possession/under construction in Jiwaji Nagar, Thatipur, Dist. Gwalior, Madhya Pradesh. Premises should preferably be on the ground floor for opening a new branch in Jiwaji Nagar, Dist. Gwalior.For further details, please visit the Bank's website: www.unionbankofindia.co.in or e-Procurement portal: http://eprocure.gov.in/. Application form, eligibility criteria, and other information may be obtained from our Regional Offce during business hours from: **13.04.2026 to 04.05.2026 up to 02:00 PM. Important Dates: Last Date for Receipt of Offer: 04.05.2026 up to 04:00 PM** Offers comprising Technical Bid and Price Bid (in separate envelopes placed inside one large envelope) **Opening of Bids: 04.05.2026 at 05:00 PM Venue: Union Bank of India, Regional Office, Gwalior"** The Empire", 33, City Centre, Gwalior Bids will be opened in the presence of bidders or their authorised representatives. Union Bank of India reserves the right to reject any or all bids without assigning any reasons whatsoever.

Date : 10.04.2026

Place : Gwalior

Regional Head

Request for proposal (RFP) for Acquisition of Premises for Jiwaji Nagar, Thatipur Branch under Gwalior Region

1. **Purpose of RFP:** Union Bank of India, Regional Office, Gwalior intends to acquire Premises on lease basis for Jiwaji Nagar, Thatipur Dist Gwalior, Madhya Pradesh.
2. **Location:** Jiwaji Nagar, Thatipur Dist Gwalior, In Ground Floor near to Main Market area of Jiwaji Nagar, Thatipur Dist Gwalior.
3. **Tender Open Date:** 13.04.2026, Time 10.00 a.m
4. **Tender Close Date:** 04.05.2026 Time 04.00 p.m.
5. **Area Required:** 1700 ± 10% Sq.ft. on Ground Floor
6. **Requirement of the Premises:**
   I. Offered premises should be meeting all our eligibility criteria as stated in the RFP. Please note that the first preference shall be given to the premises with good frontage and amenities etc as specified in the RFP.
   II. The premises should be commercially converted and permission for commercial use of the premises should have been obtained from the competent authority prior to submitting bid in the tender.
   III. Legal Opinion from our empanelled advocate will be obtained regarding the title certificate of the premises and commercial use of property.
   IV. All taxes and statutory dues should have been paid. There should not be any pending dues to the regulated authority.
   V. The offered premises should be located in specified location mentioned in the RFP with congenial surroundings.
   VI. The offered premises shall be at elevated levels and shall not be prone to water logging, seepage etc.
   VII. The locality shall have basic amenities such as water supply, sewerage, power supply etc.
   VIII. The structure of the offered premises should be strong and load bearing.
   IX. The offered premises should not be more than 25 years old.
   X. The offered premises on main road will be preferred.
   XI. The offered premises should have space for installation of V-SAT, solar panel and secondary MPLS and other infrastructure on the terrace as required by the Bank without demanding any additional charges/rent.
   XII. Carpet area required: 1700 ± 10% Sq.ft.
   XIII. Premises on Ground Floor and on single floor will be preferred.
7. **Terms and Conditions of RFP:**
   I. Premises shall be taken on lease basis for minimum period of 15 (5+5+5) years.
   II. All the columns in the Annexure I (Technical Bid) and Annexure-II (Price Bid) should be completely filled in. No column should be left blank. NIL or Not Applicable should be marked where there is nothing to report.
   III. In case the space in the tender document is found insufficient, the offerer may use separate sheets to provide full information.
   IV. Canvassing in any form will automatically disqualify the offerer. No brokerage will be paid to any of the Offerer/mediators/brokers, if any, in the offering of procedure.
   V. The particulars of offered 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.
   VI. Calculation of carpet area will be as per Bank's policy by Bank's Architect in the presence of landlord.
   VII. Apart from above following documents should be enclosed with the Technical Bid:
      a. Copy of Building Permission & Approved layout plan.
      b. Copy of all Title Deeds.

c. Copy of latest Municipal Tax Paid receipt.

d. Any other relevant document related to offered premises.

VIII. No separate rent/service charges will be paid for installation of ATM/E-Lobby in the existing Branch/Office.

IX. The offerer should provide separate toilets for Gents and Ladies in the premises.

X. 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.

XI. The offerer should allow space for fixing Bank's signage board on entire frontage of the premises.

XII. Expenses for execution of lease deed will be borne by landlord and Bank in 50:50 ratio.

XIII. The construction of the strong room (as per RBI Guidelines & specifications) will be done by Landlord.

8. **Tendering Process:** Two Bid system namely Technical and Price Bid will be followed for selection of premises. Details of process is as follow:

   a. The offer will be in two parts: Technical Bid & Price Bid.

   b. Both bids will be submitted in separate sealed cover duly superscripted "Technical Bid for acquiring premises for Jiwaji Nagar, Thatipur Dist Gwalior Branch" and "Price Bid for acquiring premises for Jiwaji Nagar, Thatipur Dist Gwalior Branch" respectively.

   c. Both the envelopes should be placed in another sealed envelope superscripted "Offer for acquiring premises for Jiwaji Nagar, Thatipur Dist Gwalior Branch".

   d. The tender bids complete in all respects along with all the requisite papers/documents should be submitted by hand/through courier/post addressed to Union Bank of India, Regional Office Gwalior Second Floor, The Empire Building, Near Income Tax Office, City Canter Gwalior MP-474011.

   e. The technical Bid shall be opened by the Premises Committee in the presence of offerers/bidders or their representatives on 04.05.2026 at 05.00 PM in the Regional office, Gwalior.

   f. The price bid will be in respect of rent quoted by the offerer. The other outgoings like taxes, maintenance charges etc will also be taken into account to ascertain lowest cost per square feet area.

9. **Award of Tender:** The tenders/offerers who fulfil the terms and conditions in Technical parameters shall be shortlisted for opening of Price Bid. It is the sole discretion of premises committee to shortlist the qualified bids. Sealed price Bids of only shortlisted offers will be opened in the presence of tender opening committee and the shortlisted offers/bidders will be informed date, time and place of the same later on. The offerer of the lowest rate will be called for negotiation by the Premises Committee.

10. **Strong Room: The construction of the strong room (as per RBI Guidelines & specifications) will be done by Landlord.**

11. **Bank reserves the right to accept or reject any or all the tenders/offers without assigning any reason whatsoever.**

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.

Annexure-V

Enclosure to Policy 2024-25

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

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(in sq.ft):
Whether ready to offer area as required by Bank?

		Dimension(LxWxH) in feet	Carpet Area(Sq.Ft)
i.	Hall		
ii.	Toilet/Washrooms		
iii.	Strong Room, if any.		

B. Floor particulars
(Basement/Ground/Lower or Upper ground/Mezzanine/1st 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)

F. 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 : <u>OTHER PARTICULARS :</u>

1. Lease period offered
2. 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._____

Annexure-VI
Enclosure to Policy 2024-25

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.
Name of Landlord:

PART A: RATES OFFERED
Rate per sq.ft. (carpet area) / lump sum monthly Rent:

PART B : OTHER DETAILS

i. Amount of Municipal/ Panchayat/ Local Taxes per annum:

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

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

iv. Municipal/ Panchayat/ Local Taxes to be borne by: *

v. Maintenance charges to be borne by: *

vi. Any other charges to be borne by: *

* Please mention (landlord or Bank)

PART C: TOTAL DEMAND (per month)

I. Rent.	: Rs.
II. Municipal/ Panchayat/ Local Taxes	: Rs.
III.Maintenance charges	: Rs.
IV. Any other charges	: Rs.
V. Total	: Rs.

Place:

Date:

Signature

(Landlord/Owner)

Address: _____

Phone No._____

Annexure - III

To,

The Regional Head,

Union Bank of India,

Regional Office, Gwalior.

Sub: Your RFP for scouting of premises for proposed

New/Alternate _____ Branch Premises

1- With reference to your tender notice published in newspapers dated_____andthe 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 anyreason whatsoever.

Yours faithfully,

Signature of the owner(s)

Date:

Classification: Internal