

Union Bank of India, Regional Office Siliguri, Sachin Sourav Apartment,
Ashutosh Mukherjee Road, College Para, Siliguri, West Bengal -734001

PREMISES REQUIRED ON LEASE

Bank requires a well-constructed commercial premises at Ground Floor in ready possession for opening its new branch at Mainaguri, Dist: Jalpaiguri, West Bengal details of which is as follow: -

| Sr no | Center name | District | State | Required Carpet Area |
|-------|-------------|------------|-------------|-------------------------|
| 1. | Mainaguri | Jalpaiguri | West Bengal | 1400 Sq Feet (+/- 10%) |

For further details, please visit Bank's website www.unionbankofindia.com / e-Procurement portal www.eprocure.gov.in . Last date for submission of bids in prescribed format is 13-05.2026 up to 02.00 P.M.

The Bank reserves the right to reject any or all bids without assigning any reasons whatsoever.

Place: Siliguri
Date: 17-04-2026

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ASST. GENERAL MANAGER

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Tender Details

Subject: Premises on lease for Mainaguri, Dist: Jalpaiguri, West Bengal

Start Date of Tender : 17th April 2026
Last Date of Submission : 13th May 2026 up to 02:00 P.M.
Tender Opening Date : 13th May 2026 at 03:00 P.M.

Place of Submission:

**Union Bank of India,
Regional Office Siliguri,
Sachin Sourav Apartment,
Ashutosh Mukherjee Road,
College Para,
Siliguri,
West Bengal -734001**

**Union Bank of India, Regional Office Siliguri, Sachin Sourav Apartment,
Ashutosh Mukherjee Road, College Para, Siliguri, West Bengal -734001**

Requirement of Bank Premises on Lease

Union Bank of India requires a commercial premises admeasuring 1400 sq ft (+/-10%) carpet area for opening its new branch at Mainaguri, Dist: Jalpaiguri, West Bengal.

The premises should be in Ground Floor with adequate parking space, visibility from road and having commercial use certificate from the competent authority. Prospective bidders, holding ownership or power to negotiate on behalf of owner may collect the technical bid/price bid formats from Union Bank of India, Regional Office, Siliguri during office hours from 10.00 A.M. to 5.00 P.M. or download it from the bank's website www.unionbankofindia.com or e-Procurement portal www.eprocure.gov.in and **submit their technical bid and price bid offers in separate sealed envelopes and put it in one large envelope super-scribed as "Bids for Union Bank of India Mainaguri, Dist: Jalpaiguri, West Bengal"**. Super-scribed technical bid/price bid should reach us on or before 13-05-2026 by 02.00 PM at Union Bank of India, Regional Office, Sachin Sourav Apartment, Ashutosh Mukherjee Road, College Para, Siliguri - 734001.

The technical bids will be opened on 13th May 2026 at 03.00 PM in the presence of bidders / their representatives at above mentioned address.

No brokers or intermediaries will be entertained. Priority will be given to the property leased by the Public Sector Undertakings or Government / Semi Government bodies. Bank reserves its right to accept or reject the offers without assigning any reasons whatsoever.

ASST. GENERAL MANAGER

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 along with 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) | |
| 8. | Type of Building: (Residential/Commercial/Industrial) | |
| 9. | G. Type of Construction (Load bearing/RCC/Steel framed) | |
| 10. | Pillars in premises offered (specify no.) | |
| 11. | Floor numbers and height of each floor including Basement, if any: (Clear floor height from floor to ceiling) | |

PART C: OTHER PARTICULARS:

| <u>Sr.</u> <u>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. | 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 (YES/NO): | |
| 8. | Any other information not covered above: | |

Place:

Signature

Date:

(Landlord/Owner)

Address

Phone No. _____

OFFER OF PREMISES ON LEASE / RENTAL BASIS FORMAT OF PRICE BID

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.

PART A: RATES OFFERED

| | |
|-------------------------------|--|
| Rate per sq.ft. (carpet area) | |
|-------------------------------|--|

PART B: OTHER DETAILS

| <u>Sr. No</u> | | <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)

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

Place:

Date:

Signature

(Landlord/Owner)

Address: _____

Phone No. _____