

Subject: Premises required on Lease for Union bank of India, KAPADVANJ Branch, District Kheda.

Start Date of Tender: 28th May 2026 at 10:00 AM
Prebid Meeting: 10th Jun 2026 at 03:00 PM
Last Date of Submission: 17th Jun 2026 up to 03:00 PM
Tender Opening Date: 17th Jun 2026 at 03:30 PM
(Tenders will be opened in presence of applicants/their authorized representatives)

Tender Fee: Nil

Place of submission: Regional office, 2nd Floor Maruti Solaris, Near Madhubhan Resort, Anand-Sojitra road, Anand 388345.

Tender Notice

Subject: Premises required on Lease for Union bank of India, KAPADVANJ Branch, District Kheda.

Bank requires a well-constructed commercial premise ready for possession / under construction premises to be ready within 02 months, on ground floor admeasuring minimum 1400 \pm 10% sq. ft. carpet area on lease for a new branch at KAPADVANJ center, Dist. Kheda-387620.

Sr.	Branch	Carpet Area	Location
1	KAPADVANJ Branch	1400 \pm 10%	Preferably on main road or nearby main market area at Kapadvanj Centre

1. The premises should be commercially approved by the competent authority.
2. The offered premises should have at least 25 ft. frontage to meet the requirements of the bank.
3. Strong room as per bank requirements will be constructed by the landlord at their cost. The strong room will be constructed through RCC with Steel rods strengthening as per RBI guidelines. Complete specifications and Strong room construction details can be collected from the above-mentioned address separately.
4. It should have adequate parking space and other basic amenities like Water, Electricity, and natural ventilation. Washrooms and Civil construction shall be provided by the Landlord as per requirement of the Bank.
5. Offered Premises should be handed over to bank after taking NOC from District Fire officials for shifting the Bank, if required.
6. The premises should be approved under Commercial usage duly authorized by the competent authority. Self-attested copy of the same should be enclosed with Technical Bid.

7. The applicant should be the legal owner of the premises or should be in a legal position to execute Lease deed with the bank. (Copy of clear title should be enclosed with the Technical Bid)
8. Duly filled applications as mentioned in this document should be submitted by due date.
9. Completely filled application as per Annexure 1 (Technical Bid) and Annexure 2 (Commercial Bid) along with required documents should be submitted in two separate sealed envelopes and should be super scribed with “**Technical Bid**” and “**Financial Bid**” respectively. Both these envelopes should be sealed in a third (main) envelope and should be super scribed with “Application for _____ (for which tender applied) branch. Contact details along with contact number of the applicant must be mentioned on all three envelopes.
10. Lease period offered shall be minimum 15 years and can be extended as per mutual consent and in consideration with bank guidelines.
11. Rent increase shall be after a block of minimum 5 years, subject to maximum hike as per bank’s guidelines. Bidder is required to quote increase in rent demanded in Financial bids.
12. Technical bids shall be opened on due date in presence of bidders/their authorized representatives at mentioned date and time at Regional office Anand at above mentioned address.
13. All received Technical Bids shall be scrutinized and Site inspection of qualified applications will be done by the bank.
14. Financial bids of only those applications shall be opened, which shall be in conformity with all criteria of the bank as per technical bid and our Site inspection.
15. Final Carpet area under consideration shall be calculated after joint measurement by the Bank’s empaneled Architect with the Landlord as per bank guidelines. Lease shall be applicable on area finalized after joint measurement.
16. Space at Terrace/Roof of the building for erection of V-SAT/any other bank’s equipment as required by the bank shall be provided by the applicant. No other charges for the same shall be payable.
17. Technical Bid should not contain any price information and should be complete in all respect as per Annexure 1. Incomplete applications shall be summarily rejected.
18. Commercial bid should be complete in all respect. Price should be quoted in terms of rate per square feet only. In case the bidder quote lump sum rate, per square feet rate shall be calculated by dividing Lump sum rate by the area mentioned in Technical bid. Applicant with lowest rate shall be offered for Premises as per bank terms and conditions. Price applicable will be decided after joint measurement of site @ L1 rate.
19. No tender will be received after the expiry of the time notified for receiving tenders under any circumstances whatsoever.
20. The Bank reserves the right to reject any / or all tenders received without assignment of any reasons thereof.

21. Only one person per tender/firm will be allowed to participate in Pre bid meeting/Submission of Tender/Opening of tenders or any work related to tender. Bidders are requested to send not more than one person per bid for all activities related to tender. As far as possible, queries in reference to the tender may be raised before last date of submission of tender through email on operation.roanand@unionbankofindia.bank.
22. The bidders are required to fill complete form of tender, price the schedule of quantities and sign each page of the Tender Documents before submission. No overwriting /alterations/erasures are permitted in Commercial bid, however if it is unavoidable, it should be duly verified by signing the alterations by the applicant. The complete set is to be enclosed in sealed envelope addressed to:

Chief Manager (Operations)
Regional Office, Anand

Regional office, 2nd Floor Maruti Solaris, Near Madhubhan Resort, Anand- Sojitra road, Anand 388001

Annexure-1

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 B: 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: OTHER PARTICULARS:

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 equipment's (YES/NO):
7. 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) / 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. _____