



Annexure 2 (A)

Details for requirement for Rural/Semi Urban Branches

UCO BANK
ZONAL OFFICE
DHARAMSHALA

REQUIREMENT OF OFFICE/BRANCH PREMISES

Offers in sealed covers on prescribed format are invited from the interested parties, who are ready to lease out (on long terms preferably for **15 years** or more) their readily available premises in **Dharamshala, Tehsil Dharamshala, District- Kangra, Himachal Pradesh**, at the following places with the following requisite details:

Branch / Office	Preferred location	Carpet Area (sq. ft.)
Dharamshala	Dharamshala	1400-1500 sq ft (Approximate)

The following terms & conditions should be complied with, while submitting the offer for the proposed premises:

- Applicant will be required: (i) to provide proof of ownership along with application and (ii) NOC for opening of bank/ATM from Competent Authority at their own cost at the time of finalization.
- The offerer must have a clear title of the property.
- Premises should preferably be located on ground floor.
- The premises must be suitable from the security point of view of and have all basic amenities such as adequate sanitary arrangements, water and electricity, natural light and ventilation.
- The premises structure should be strong enough to bear the weight of Strong Room, Strong Room Doors, and Safe & Lockers Cabinet. Construction for Strong Room as per Bank's specification should be done by the Landlord.
- The offerer will have to execute Bank's standard lease deed and bear the cost of execution and registration of Lease Deed.
- The offerer should bear all the taxes, non-conforming/misuse charges, cesses etc., if imposed, related to the premises.
- The offerer is to provide space for Generator Set and Parking space free of cost.
- The offerer is to provide three-phase power connection with minimum power load required for Bank.

The sealed cover containing the offer should be marked as **"Offer of Premises for UCO Bank"** and **it should also bear the name, address and contact number of the offerer on the envelop**. The offer as above should be submitted in the bank's Zonal Office at

UCO Bank, General Administration Department, Zonal Office, Dharamshala-176215

Phone:76509-97130, E-mail: zodrmshala.gad@ucobank.co.in

Follow UCO Bank on Twitter: [UCOBANKOfficial](#); Facebook: [Official.UCOBank](#); Instagram: [Official.ucobank](#)

LINKEDIN: [UCO BANK](#); YOU TUBE: [UCO BANK OFFICIAL](#)





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the envelop. The offer as above should be submitted in the bank's Zonal Office, at Dharamshalawithin prescribed time schedule. No offer after the closing date i.e., **01-04-2026** will be entertained.

The Bank reserves the rights to accept or reject any or all offers without assigning any reasons whatsoever.

No brokerage will be paid by the bank.



Zonal Manager

Dharamshala Zone
Place: Dharamshala
Date: 17-03-2026

Encl: - Details of formalities and documents required for premises.

Note: - Carpet area will not include the followings:

- i) Common areas shared with other co-tenants.
- ii) Areas covered by walls, pillars.
- iii) Space covered by toilets, staircase, uncovered verandah, corridor and passage.

UCO Bank, General Administration Department, Zonal Office, Dharamshala-176215

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Annexure 1 (A)

दिनांक: 17-03-2026

परिसर की आवश्यकता / PREMISES REQUIRED

यूको बैंक 1400-1500 वर्ग फुट (अनुमानित) कार्पेट एरिया विशेषकर ग्राउंड फ्लोर स्थित परिसर को किराए पर लेना चाहता है। यह परिसर बैंक की शाखा/कार्यालय खोलने के लिए लगभग 15 वर्षों की दीर्घ अवधि लीज आधार पर निम्नलिखित स्थान पर आवश्यक है।

UCO Bank desires to take premises on rent having 1400-1500 sq. ft. (approximate) of carpet area preferably on Ground Floor. The premises are required on long term lease basis for approx. 15 years in following localities for opening of its Branch/Office.

धर्मशाला, जिला कांगड़ा, हिमाचल प्रदेश-176215

DHARAMSHALA, DISTRICT KANGRA, HIMACHAL PRADESH 176215

विस्तृत जानकारी यूको बैंक अंचल कार्यालय धर्मशाला तथा यूको बैंक धर्मशाला (1151) शाखा से प्राप्त की जा सकती है। आवेदन विधिवत प्रारूप पर मुहरबंद लिफाफे में जमा करने की अंतिम तिथि 01-04-2026 है।

The details may be collected from UCO Bank Zonal Office Dharamshala and UCO Bank's Dharamshala (1151) Branch. The last date for submission of application in sealed cover on prescribed format is 01-04-2026.

अंचल प्रबंधक / Zonal Manager



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परिसर की आवश्यकता

यूको बैंक की तरफ से नीचे दिए गए विवरण के अनुसार परिसर के लिए अच्छीदृश्यता, पर्याप्त बिजली व पानी सहित सभी सुविधाओं से अधोनिर्दिष्ट स्थान में व्यावसायिक प्रतिष्ठानों में 20 KW का बिजली सहित 1400-1500 वर्ग फुट के भूतल पर तैयार परिसर के प्रस्ताव को आमंत्रित करता है। इच्छुक व्यक्ति बैंक के निर्धारित प्रपत्र को **यूको बैंक अंचल कार्यालय, धर्मशाला, श्याम नगर, जिला कांगड़ा, हि.प्र.-176215** को सीलयुक्त लिफाफे में अपने प्रस्ताव को भेज सकते हैं। पेशकशों को दो निविदा प्रणाली अथार्त तकनीकी तथा वित्तीय निविदाओं के रूप में अलग से दो मुहरबंद लिफाफों में बंद कर व दोनों उपरोक्त निविदाओं (अथार्त तकनीकी तथा वित्तीय) को एक तीसरे मुहरबंद लिफाफे में डाल कर यूको बैंक, अंचल कार्यालय, धर्मशाला में दिनांक **01.04.2026 को सांय 5:00 बजे तक** अथवा इससे पूर्व जमा करवाना होगा। तकनीकी एवं वित्तीय निविदाओं के लिए प्रपत्र यूको बैंक, अंचल कार्यालय, धर्मशाला अथवा यूको बैंक, धर्मशाला शाखा से प्राप्त किया जा सकता है एवं हमारी आधिकारिक वेबसाइट <https://uco.bank.in> से भी डाउनलोड किया जा सकता है। बैंक सभी पेशकशों अथवा किसी एक पेशकश को बिना कोई कारण बताए रद्द करने के सभी अधिकार सुरक्षित रखता है।

कृपया ध्यान दें: ब्रोकर्स/प्रॉपर्टी डीलर/रियल एस्टेट एजेंसियों के माध्यम से प्राप्त आवेदन सीधे तौर पर खारिज कर दिए जायेंगे। बैंक बिना कोई कारण बताए किसी भी/सभी प्रस्तावों को स्वीकार/अस्वीकार करने का अधिकार सुरक्षित रखता है।

क्र.सं	शाखा/कार्यालय	जिला	स्थान	अनुमानित वर्ग फुट
1	धर्मशाला	कांगड़ा	धर्मशाला	1400-1500 वर्ग फुट

अंचल प्रमुख

यूको बैंक
(भारत सरकार का उपक्रम)



UCO BANK

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Premises Required

UCO Bank, Zonal Office, invites offers for premises on rent having 1400-1500 sq. feet. of carpet area preferably on Ground Floor with 20 KW of electricity. The Premises should be ready for occupation. The offer(s) should be submitted in the Bank's prescribed format only, which may be obtained from UCO Bank, Zonal Office, Dharamshala, or UCO Bank, Dharamshala Branch and the same can be downloaded from our official website <https://uco.bank.in>. The offerer should submit each bid in a separate cover and the cover containing technical details should be marked "Envelop No. 1- Technical Bid" and the cover containing financial details should be marked "Envelop No.2 - Financial Bid". Both these covers, duly sealed, should be put in a 3rd cover super scribed with "Offer of Premises for UCO Bank" and sent it to UCO Bank, Zonal Office, Shyam Nagar, Dharamshala, District Kangra, HP-176215 on or **before 01.04.2026 by 5.00 P.M.**

Please Note: Applications received through Brokers/Property Dealers/Real Estate Agencies on behalf of Landlords will be liable to be rejected out rightly. Bank reserves the right to accept/reject any/all offers without assigning any reasons whatsoever.

S. No.	Branch/Office	District	Name of the Place	Approximate Capet Area Required
1	Dharamshala	Kangra	Dharamshala	1400-1500 Sq. ft.

Zonal Head

PART – I: TECHNICAL BID FORMAT
(MUST BE MENTIONED ON ENVELOPE ALSO)

To

The Zonal Manager
Zonal Office
UCO BANK
Dharamshala

Dear Sir,

The details of space which I/we offer to lease out to the Bank are as under:

1. Name of owner/s :
2. Share of each owner if any, under joint ownership :
3. Location:
 - a) Name of the building :
 - b) Number of street :
 - c) Ward / Area :
4. Building
 - a. Type of bldg.: (Residential/Commercial/Industrial/Mixed: Attach proof)
 - b. Size of Plot:.....Sq.ft, Front Road Width:.....ft.
 - c. Type of building (Load bearing/RCC/framed structure)
 - d. Clear floor height from floor to ceiling:
 - e. Rentable Carpet area offered to Bank :
Ground Floor / First Floor (in exceptional cases)
 - f. Specification of construction
 1. Floor
 2. Roof
 3. Walls
 4. Doors and Windows
 5. Are M.S. Grills provided to Windows? Yes / No
 - g. Running water facility available Yes / No
 - h. Sanitary facilities available Yes / No
 - i. Electricity supply with separate meter available Yes / No
 - j. Parking facility Yes/ No
5. The following amenities are available in the premises or I/We are freeable to provide the following amenities: [Strike out which ever is not applicable]
 - i. The strong room will be constructed strictly as per the Bank's specifications and size, Strong room door, grill gate and ventilators are to be supplied by the Bank.
 - ii. A partition wall will be provided inside the strong segregating the locker room and cash room.
 - iii. A collapsible gate, rolling shutters will be provided at the entrance and at any other point which gives direct access to outside.
 - iv. All windows will be strengthened by grills with glass and mesh doors.
 - v. Required electrical power load for the normal functioning of the Bank and the requisite electrical wiring or points will be provided wherever necessary, electric meter of required capacity will be provided.



- vi. Electrical facilities and additional points (Lights, fans-power) as recommended by the Bank will be provided.
- vii. Continuous water supply will be ensured at all times by providing overhead tank and necessary taps.
- viii. Separate toilets for Gents and ladies will be provided.
- ix. Space for displaying of Bank's Sign Board will be provided.

6. Declaration: -

- a. I/we declare that I am/we are the absolute owner of the plot/building offered to you and having valid marketable title over the above.
- b. The charges/fees towards scrutinizing the title deeds of the property by the Bank's approved lawyer will be borne by me/us.
- c. You are at liberty to remove at the time of Vacating the premises, all electrical fittings and fixtures, counters, safes, safe deposit lockers, cabinets, strong room doors, partitions and other furniture put up by you.
- d. If my/our offer is acceptable, I/we will give you possession of the above premises on

I /We agree to execute Lease Deed in Bank's standard format.

My / Our offer will be valid for next three months from the date of offer.

.....
Signature of the offerer

Name:.....

Address.....

.....
Contact :

(Must be mentioned on envelope)

Place:

Date:



PART – II FINANCIAL BID FORMAT
(MUST BE MENTIONED ON ENVELOPE ALSO)

To
The Zonal Manager
Zonal Office
UCO Bank
Dharamshala

Dear Sir,

I/We offer to lease my / our space in the premises located at

(Other details of which are given in Part – I) as following rate:

Floor	Carpet Area (insq.ft.)	Rate (Rs. Per sq.ft.)	Total Rent p.m. (Rs.)
Ground floor			
First floor			

I / We agree to:

- i) Execute Lease Deed in Bank's standard format.
- ii) Bear all the taxes and cesses related to the concerned premises
- iii) Bear the cost of execution and registration of lease deed.
- iv) To lease the premises in favour of Bank for years plus number of options of years each with % increase in rent at each option.

Any other terms and conditions (Please specify)

My/Our offer will be valid for next three months from the date of offer.

Signature of the offerer

Name :

Address :

.....

.....

Place :

Date :

Note : Carpet area will not include the followings :

- i) Common areas shared with other co-tenants.
- ii) Areas covered by walls, pillars
- iii) Space covered by toilets, staircase, uncovered verandah, corridor and passage.

