

यूको बैंक  
सम्मान आपके विश्वास का  
(भारत सरकार का उपक्रम)



UCO BANK  
Honors your trust  
(A GOVT. OF India Undertaking)

अंचल कार्यालय: खाइलैण्ड मार्केट, अजमेर- 305001,  
ZONAL OFFICE, KHAILAND MARKET, AJMER-305001  
0145-2622884, ई मेल/E-mail: zoajmer.gad@UCObank.co.in

ZOAJM/GAD/2022-23/92

Date: 22-09-2022

Assistant General Manager  
Strategic Planning & Development  
HO Kolkata.

**Sub. Placing of Notice Inviting Bids required for UCO Mundwa-Marwar Branch Dist- Nagaur.**

With reference to the above subject, we are forwarding the material for publishing the on the Bank's website with the heading '**Premises required for UCO Bank Mundwa-Marwar Branch Dist- Nagaur**'.

Please place it on Bank's website from 22/09/2022 to 05/10/2022.

(Rajesh Upadhyay)  
Zonal Manager

Enclosure: Bids documents.



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\_Premises required for Branch

Bank desires to take premises on rent having 800-1000 sq ft of carpet area preferably on Ground Floor The Premises is required in the following localities for opening of its New Branch/ Offices:-

| Branch/Office                                | Preferred Location                           | Carpet Area                         |
|--|--|-------------------------------------|
| <b>Mundwa-Marwar Branch<br/>Dist- Nagaur</b> | <b>Mundwa-Marwar<br/>Branch Dist- Nagaur</b> | <b>800-1000 Sq. ft.<br/>approx.</b> |

Premises should be with basic amenities along with three phase connection. The Details may be collected from UCO Bank Zonal Office Ajmer, Near Khailand Market Ajmer 305001 or can be down loaded from our Bank's website at [www.ucobank.com](http://www.ucobank.com) . The last date for submission of application in sealed cover on prescribed format is up to 04.00 PM on 05-10-2022.

(Rajesh Upadhyay)  
Zonal Manager



**UCO BANK ZONAL OFFICE, AJMER**  
**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 Mundwa-Marwar Branch Dist- Nagaur area at the following places with the following requisite details.

| Branch / Office     | Preferred location  | Carpet Area (sqft.) |
|---------------------|---------------------|---------------------|
| Mundwa-Marwar       | Mundwa-Marwar       | 800-1000 Sqft.      |
| Branch Dist- Nagaur | Branch Dist- Nagaur |                     |

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 (Annexure-5 Offer Letter).
  - (ii) Photographs of Property.
  - (iii) Site plan of the proposed property.
  - (iv) Demand Draft in favor of **UCO Bank Zonal office Ajmer** of Earnest Money Deposit (EMD) amount **Rs. 5000.00** must be submitted along with the application.\* EMD of Unsuccessful bidder will be released ( without any Interest) against bidder request letter after completion of selection process of L-1 Bidder.
- The offerer must have a clear title to the property.
- Premises should preferably be located on ground floor. There could be few exceptions like premises in Malls, Shopping Centre etc. Where Infrastructure facilities like Lifts, escalators are available.
- The premises must be suitable from the security point of view 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 and 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 by the Bank.



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- It is preferred that landlord will construct the premises strictly as per banks specifications including flooring with vitrified tiles for Branch and ATM shutter/collapsible gates at entrances, electrical wiring for lights/fans/ plugs.
- Landlord will provide us the space for fixing the signboards within no extra cost.
- Rate of rent should be quoted on the basis of **carpet area per sq. ft. (or lump sum basis)**.

The sealed cover containing the offer should be marked as offer of **premises for UCO Bank Mundwa-Marwar Branch Dist- Nagaur** and it should also bear the name, address and contact number of the offerer on the envelope. The offer as above should be submitted in the Bank's **Zonal Office, at Khailand Market Near Agra Gate Ajmer 305001**, within prescribed time schedule. No offer after the closing date will be entertained.

The offer as above should be submitted in the bank's prescribed format only which may be obtained from **Zonal Office, Khailand Market Ajmer** or downloaded from **Bank's website**. 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.

(Rajesh Upadhyay)  
Zonal Manager



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

**Note:** Carpet area will not include the Followings:

1. Common areas shared with other co-tenants.
2. Areas covered by walls, Pillars.
3. Space covered by toilets, staircase, uncovered verandah, corridor and passage.



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### Details of formalities and documents required for premises.

- Submit your offer in enclosed quotation form in sealed covers. Please ensure to submit the same to our office latest by **05-10-2022**.
- While filling the quotation forms, please ensure to follow below mentioned instructions:-
  - ❖ Submit copy of ownership document along with letter of offer.
  - ❖ You have to submit copy of "NOC" from competent authority.
  - ❖ Fill up all the information asked for in the enclosed form itself.
  - ❖ The form should be put in an envelope and envelope duly sealed, should be superscribed with offer of premises for **UCO Bank Mundwa-Marwar Branch Dist-Nagaur**.
  - ❖ The envelopes should also bear the name and address, phone no. /mobile no. of the offerer.
  - ❖ Separate applications as per prescribed Performa, dully filled, signed and sealed, be submitted in respect of each other.
  - ❖ All the three envelopes should also bear the name and address, phone no./mobile no. of the offer.
  - ❖ The cover, duly sealed, should be addressed to the **Zonal Manager, UCO BANK, ZONAL OFFICE, KHALAND MARKET, AJMER – 305001**

Please note that Quotation submitted in other format/paper will not be entertained by the Bank and such offers will be liable for rejection. Bank reserves the right to accept any offer and reject any/all offers without assigning any reason.

Encl. **Quotation Form i.e Letter of Offer**

