**Karunagappally Taluk Urban Co-Operative Bank Q -455**

**PREMISESREQUIREDONLEASE**

**Karunagappally Taluk Urban Co-Operative Bank Q -455 an RBI licensed Bank**

Invites applications to offer premises on lease to our New **BRANCH at Kottukadu** on or before 5’o clock of 22nd July 2025. For more details .Please visit our Head office

**Date:16/7/2025**

Bank reserves right to accept or reject any or all applications without assigning any reason thereof.

1. **The minimum criteria for short listing the premise shall be as under:**
2. The applicants shall be the bona-fide owners (s) or power of attorney holders of the premises.
3. The applicants shall be an income tax assesses(s) with PAN no and Income tax returns must be up-to date.
4. The building should have been constructed as per the sanction/ approved plan of the competent development authority / town planning authority. The building should be well maintained.
5. The Premises offered should be located in Ground/ first floor and with lift facility and adequate car and two-wheeler parking.
6. The building should be free from special hazards like fire, water logging, flood, etc.
7. Supplyof adequate potable water round the clock should be available at the premises.
8. The premises shall have the Brick wall enclosure room for Record of not less than 100-150 sq ft (approx.) with 2-hour fire rated steel door of approved make. It shall also have the Brick wall enclosure rooms for Cash safe Room (100-150 Sq ft) E Corner (150 Sq ft), Dinning (100 Sq ft), UPS (80 Sq ft) and System room (50 Sq f) or otherwise to the size specified as per site condition and Branch requirement.
9. The premises should have the RCC strong room for Lockers of internal size of 250 sq ft to 350 Sq ft to the specification as below

**The specification of RCC wall for Locker, Vault, and Strong Room for Cash Safe room:**

The Strong Room Vault shall be of Class B of IS 15369: 2003 and with updated modifications. The suitable foundation shall be designed by a **Structural Engineer** for proposed Vault so as to ensure that the foundation is capable of take the wall load.

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| Walls | **Walls shall be 30Cm (12”) thickness**Walls of the vault shall be of reinforced concrete of grade minimum M 20 (RCC 1: 1 ½: 3) as per **6** and **9.2** of IS 456 and shall be of minimum thickness 300 mm. The reinforcement shall be of minimum 12 mm diameter rods (*see* **7** and **8** of IS 9550 and **4** of IS 1732) placed vertically and horizontally at 150 mm (6”) center to center distance to form mesh and two meshes shall be staggered apart in such a way so that the reinforcement bars shall be at every 75 mm center to center in cross section. The number and diameter of rods shall vary if span and the thickness of floor increased. This is in addition to the normal structural reinforcing required for the roof and floor as the design and the users of these specifications are encouraged to consult a qualified structural consultant for designing the structure namely roof, walls, floors etc. |
| Floor and Roof | **Floor and Roof shall be 30Cm (12”)thickness**Floor and roof shall be reinforced concrete of grade minimum M20 as per **6** and **9.2** of IS 456 and of minimum 300 mm thickness. The reinforcement shall be of minimum 12mm diameter steel rods (*see* **7** and**8** of IS 9550and **4** of IS 1732) placed both ways at 150 mm center to center to form mesh. The number and diameter of rods shall vary if the span and thickness of floor is increased. This is in addition to the normal structural reinforcement required for the roof and floor as the design and the users of these specifications areEncouraged to consult a qualified structural consultant for designing the structure namely roof, walls, floors, etc. |
| **Or in case the building is old and have the existing structural RCC roof ,it should be****With below specification.** |
| Ceiling | Fortified with **MS** grills consisting of **20 mm dia round rods** spaced at 75 mm center to center on **both direction** in **angle iron frame work** |
| Opening | The necessary opening shall be given for the door and Ventilators as recommended by the vault Door Manufacturer with additional reinforcement, The Vault door, inner grill door and Ventilator shall be Provided & erected by the Building owner at his cost. |

1. The land lord should clear all the dues and other statutory obligations municipality /corporation as well revenue authority
2. The occupancy certificate of the premises from the local authority should be provided.
3. The Building owner will be owner of the Vault door, Inner Grill door and Ventilator & he shall Provided & erected by his own cost
4. The land lord should be in a position to give vacant possession of the premises within 15 days of our approval and after carrying out necessary changes / alterations as required by the bank.
5. The adequate power / connected load/ transformer should be arranged by the land lord before occupation.
6. Approved Building Plan and Clear location sketch plan to identify the building with land mark should be enclosed.
7. Space should be given for placing Bank's name board at entrance/front side.
8. a .Rent to be quoted only for the Carpet area.
9. Bid will be considered on the total amount quoted in price bid.
10. The offer should be valid for a minimum period of 3 months.
11. The period of lease shall be for 10 years with an initial period of 5 years plus option of 5 more years with pre-determined increase in the rent at the time of renewal.
12. The lease deed should be registered with the sub registrar and the cost of registration / stamp duty /expenses will be shared equally.
13. Superior quality flooring as required by Bank and skirting for the entire area and non-slippery tiles/glazed tiles for toilet floors/walls have to be provided.
14. Electrical wiring with concealed conduits including light/fan /CCTV points, switches, DB, panels etc. to be provided as per Bank’s requirements
15. ***Preference will be given as per merits based on***
	* Location
	* Exclusive buildings
	* With Strong Room for Lockers
	* Main Road
	* Captive Power (Generator Backup)
	* Parking/Two-Wheeler parking
	* Age/Structural condition of Building /RCC buildings
	* Security and Maintenance
	* Immediate occupation
	* Required EB power
16. Please note the bids received with changes/amendments in the standard Terms and Conditions are liable to be rejected.
17. If the Bids are submitted by an authorized agent /GPA holder they should be countersigned by the owner or an authority letter specifying clearly the powers and responsibilities of the agent to be enclosed.
18. Bank reserves the right to accept or reject any or all bids without assigning any reasons.
19. All pages of the draft agreement shall be signed as a token of acceptance and shall be submitted along with technical bid. Applications without signed agreement copy shall summarily be rejected.
20. **Method of final selection:**

Final selection of the premises will be based on the combined weighted score (70:30) of Technical (70) and Price (30). Technical bid submitted by the owners will be evaluated based on the following technical measurable parameters. Marks will be awarded after visiting the premises by the Premises selection committee. The parameters are as under:

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| **Sl no** | **Parameters** | **Max.Marks** |
| 1 | **Location**Location shall include factors such as general characteristics / nature of the locality, neighborhood /proximity and its suitability for Office /distance from the existing premises | 30 |
| 2 | **Accessibility**Accessibility shall include ease of approaching the premises with adequate customer parking etc. | 10 |
| 3 | **NatureoftheBuilding**Nature of the building shall include the design in ten to the building and its suitability for Office purpose, age etc. | 10 |
| 4 | **Ready to use**Ready to use shall include premises having all infrastructural | 15 |
|  | facilities and willing to alter to Bank’s requirements /specifications including RCC Strong Room with in stipulated time and also availability of staff parking spaces etc. |  |
| 5 | **Other services**Other services shall include availability of EB load, Generator, water etc. | 5 |
|  | Total | 70 Marks |

1. The three highest scoring premises in technical bid will be shortlisted and their converted Price bids score based on the lowest rent submitted will be derived. The combined weighted score (Technical 70: Price30) will then be worked out to determine the highest scoring premises for final selection.

**ACCEPTED.**

## SIGNATUREOFTHEOWNER(S).