



भारतीय लघु उद्योग विकास बैंक
SMALL INDUSTRIES DEVELOPMENT BANK OF INDIA

इंदौर में लीज या लीव एवं लाइसेन्स आधार पर कार्यालय परिसर की आवश्यकता
PREMISES REQUIRED ON LEASE OR LEAVE & LICENSE BASIS
AT INDORE

निविदा संख्या/Tender No... L406308417

जारीकर्ता कार्यालय:- इंदौर शाखा कार्यालय / Issuing Office: - Indore Branch Office
संपर्क पता:- भारतीय लघु उद्योग विकास बैंक, ग्राउंड फ्लोर, 26 धन ट्राइडेंट बिल्डिंग, सत्य साईं सर्कल के पास,
विजय नगर, इंदौर - 452010 - मध्य प्रदेश

Contact Address: - Small Industries Development Bank of India,
Ground Floor, 26 Dhan Trident Building, Near Satya Sai circle, Vijay Nagar, Indore –
452010 - Madhya Pradesh

मोबाईल नंबर - 9537728686 /7579418629

Mobile Number – 9537728686 /7579418629

भरे हुए आवेदनपत्र की प्राप्ति की अंतिम तिथि: दिसंबर 29, 2023 सायं 15:00 बजे

Last Date and time for receipt of filled in application:

December 29, 2023, 15:00 hours



1. Critical Information

SNo. क्र.सं.	Events / कार्यक्रम	Date/ तिथि	Time/ समय
1	शाखा में होनेवाली पूर्व-बोली बैठक (पूर्व-बोली बैठक के बाद कोई भी स्पष्टीकरण नहीं दिया जायेगा) Pre-Bid meeting to be held at Indore Branch office (<i>no clarifications would be given after pre-bid meeting</i>)	December 28, 2023	1500 hrs
2	बोली जमा करने की अंतिम तिथि / Last date for submission of bids	December 29, 2023	1500 hrs
3	तकनीकी बोली खोलने की तिथि व समय / Date & Time of Opening of Technical bid	December 29, 2023	1600 hrs
4	वाणिज्यिक बोली खोलने की तिथि व समय / Date and time of opening of commercial bids	शॉर्टलिस्ट किए गए बोलीदाताओं को बाद में सूचित किया जायेगा / To be intimated to shortlisted bidders at a later date	
5	Address for Bid Submission/ बोली जमा करने का पता At respective location as given in Annexure-I of the RfP.		
6	बोली की वैधता / Bid Validity	निविदा जारी करने की तिथि से 6 माह तक / 6 months from the tender issue date	
7	Contact details of SIDBI officials / सिडबी अधिकारियों के संपर्क विवरण As per Annexure - I		



1. 2. Introduction and Disclaimers

2.1. Purpose of RfP/Tender

1. Small Industries Development Bank of India (SIDBI), hereinafter referred to as 'Bank', invites offers/proposals for premises on lease or leave & license basis for Commercial / Office use.

The details of location requirements are given in Annexure-I.

2. Location: Utmost importance has to be given to the business factor and customer convenience. The location is to be in central business district / Commercial area / industrial cluster, on the main road /with good visibility. The premises to the extent possible should not be near restaurant / cinema halls / railway/ bus stations etc. and industrial unit to minimise dust and noise pollution. The premises should have adequate ventilation, open frontage and parking area for vehicles of customers and staff members
3. Structural Safety: Premises should be structurally safe. If required, necessary certificate of structural engineer/architect may be obtained from the landlord by specifying a condition in the letter of intent. The building should be preferably of reinforced cement concrete (RCC) Frame Structure
4. Compliance to Local by-laws: Premises should be compliant to local by-laws of municipality, fire dept., etc. and should have necessary occupation / completion certificate from Local Authorities. Premises should also have approval for commercial / office use. Permissions for installation of Wireless antenna on a mast of maximum size 9 Meters and weight 250 Kg on the roof top for Connectivity of the premises to Banks Data Center and DR site.

2.2. Amenities to be provided by Landlord.

1. Electricity & water connection: Premises should have sufficient power load (Approx. 12-15 KW per 1000 sqft.) for commercial (office) use to meet requirement of AC, computers, light, fans, etc. It should also have a regular supply of water. It shall be responsibility of the landlord to arrange the separate electricity connection with necessary meter and water connection at no extra cost.
2. Toilet & Pantry facility: Toilets of adequate size for staff members / visitors should be provided in the premises by the landlord. In bigger BOs, two separate toilets for ladies and gents to be provided. A pantry with granite top Platform, ceramic tiles and SS sink with water supply / drainage line and fittings may be provided by the landlord.
3. Landlord shall provide suitable flooring (viz. good quality ceramic tiles, vitrified tiles, marble, granite) as approved by the bank. In case existing flooring is not acceptable, owner is to be persuaded to change the flooring.
4. Civil Works: The landlord should also provide the Entrance door of glass door / rolling shutter / channel gate at the entrance to the premises and grilles in windows. Before handing over possession of the premises, the landlord should paint it with Plastic Emulsion paint in approved (off-white) shade.



5. Cost of all the above amenities/works to be borne by landlord and to be included in the quoted rent. (f) Approval for deviation, if any, in the above may be obtained from Competent Authority (approving the proposal).
6. The premises should have all facilities including adequate power load, water supply, parking space, space for keeping generator and radio frequency antenna on roof top and good frontage.
 - i. The entire space should be in **one single floor on the Ground Floor**. Premises should be ready for possession / occupation.
 - ii. **Offers for Premises other than Ground Floor will be summarily rejected.**
 - iii. The selection process would be two bid system i.e., technical and Commercial. Refer **Section 5 – “Evaluation and Shortlisting of Bidder”** of RfP for selection process.
 - iv. Preference will be given to the premises owned by the Govt. departments / Public Sector Units / banks.
 - v. SIDBI reserves the right to accept or reject any or all offers without assigning any reasons, therefore.
 - vi. **Brokers will not be entertained, and no brokerage will be paid.**

2.3. Disclaimer

Subject to any law to the contrary, and to the maximum extent permitted by law, SIDBI and its officers, employees, contractors, agents, and advisers disclaim all liability from any loss or damage (whether foreseeable or not) suffered by any person acting on or refraining from acting because of any information including forecasts, statements, estimates, or projections contained in this RfP document or conduct ancillary to it whether or not the loss or damage arises in connection with any negligence, omission, default, lack of care or misrepresentation on the part of SIDBI or any of its officers, employees, contractors, agents, or advisers.

2.4. Costs to be borne by Respondents.

All costs and expenses incurred by Respondents in any way associated with the development, preparation, and submission of responses, including but not limited to; the attendance at meetings, discussions, demonstrations, etc. and providing any



additional information required by SIDBI, will be borne entirely and exclusively by the Respondent.

2.5. No Legal Relationship

No binding legal relationship will exist between any of the Respondents and SIDBI until execution of a contractual agreement.

2.6. Errors and Omissions

Each Recipient should notify SIDBI of any error, omission, or discrepancy found in this RfP document.

2.7. Acceptance of Terms

A Recipient will, by responding to SIDBI for RfP, be deemed to have accepted the terms of this RfP including Introduction and Disclaimer.

2.8. Recipient Obligation to Inform Itself

The Recipient must conduct its own investigation and analysis regarding any information contained in the RfP document and the meaning and impact of that information.

3. Requirement Details

The details of requirement are given as under:

S.No.	Parameters	Points
1	Carpet Area and Desired location	a) Location wise requirement of carpet area given in Annexure -I of this document. b) Area of the premises should be clearly mentioned as "Carpet Area" as per IS code 3861-2002 which shall be measured jointly by the Bank and the bidder / lessee. Area of Toilet(s) provided inside the premises will be added to the above area. Common toilets provided outside the premises will not be added.
2	Covered/ Open Parking Space	Preferably as per the Annexure -I of this document.
3	Amenities	24 hours water facility, generator power back-up, electricity, etc.
4	Possession	The premises offered should be Ready for possession / occupation, within 30 days from date of Letter of Intent (LOI).
5	Statutory requirements and Approvals	a) Premises should be duly complete in all respects with required Occupancy Certificate and other Statutory approvals of local civic authority. b) The successful bidder/lessor should arrange to obtain the municipal license/ NOC/ approval for Banking activities in the premises, if required. c) Offers from Govt. Departments / PSU / Banks will be given preference.



S.No.	Parameters	Points
6	Stamp duty / registration charges	To be shared in the ratio of 50:50.
7	Fitment Period	21 days rent free fitment period from hand over of premises for completion of interior furnishing work by Bank meanwhile landlord can also do the civil works as indicated in para of Basic Furnishing.
8	Age of the Building	a) Should not be more than 10 years old. b) The same may be relaxable upto another 5 years i.e. 15 years (age of the building from date of occupation) subject to submission of structural stability certificate as per para no.1.17.
9	Title	The successful Bidder should have clear and absolute title to the premises. For this Bank shall obtain legal title investigation report from a SIDBI empaneled advocate, which shall be reimbursed by the successful bidder.
10	Access	Premises should have an independent/direct access from road and not through some other establishment. Premises should have 24x7 free access.
11	Space for Others	Space required for installation and running of the generator, provision of installation of AC Outdoors Units, Bank's Signage at front & side fascia, Earth stations, Radio frequency Antenna at roof top (4X4 ft), etc., will also have to be provided within the compound by the bidders/lessor to the Bank at no extra cost to the Bank.
12	Power Load	The required additional electrical power load, if required by SIDBI, will have to be arranged by the bidder/lessor at his/her cost from the State Electricity Board or any other private electricity company in that area etc. and NOC.
13	Furnishing	a) Basic furnishing, as per S.N.14 of this table , shall be carried out by the owner/landlord. b) If there is any existing interior, Bank will see its suitability. However, if Bank feels existing interiors not suitable for Bank, the landlord should be ready/agreeable to dismantle the existing interiors at his own cost and handover the premises with basic furnishing after carrying out necessary works as indicated below in S.N. 14 of this table . No extra rent would be paid by the bank towards using existing interiors by the Bank.
14	Basic Furnishing	a) Basic furnishing shall generally include plastic emulsion paint to internal walls, exterior paint, flooring, windows with safety grill (preferably glazed lockable windows preferably of Aluminum or UPVC with security M.S. grills), Rolling shutter/ collapsible grill door, toughened glass door at entry, ramp with S.S (grade 304) railing for disabled/old people Toilets with all accessories and doors, sufficient no. of fans,



S.No.	Parameters	Points
		<p>electrical / power points, LED lights as per requirement of the Bank at their own cost.</p> <p>b) In case the condition of the flooring is not good, the same shall be replaced with double charged vitrified tile flooring of Nitco/Kajaria/ Johnson of equivalent make having Rs.70/- per sq.ft. as basic price.</p> <p>c) Separate toilets of adequate size for gents and ladies should consist of Two corner wash basin and one European WC and a pantry with granite top platform, water supply/drainage line, sink with necessary fittings.</p> <p>d) Interior works like loose furniture, dry wall partition system, cubicles, and cabins false ceiling, Air-conditioning, signage's, compactors for storage or any other need based necessary civil or electrical work will be done by the Bank at its own cost as per requirement.</p> <p>e) The inner walls could be finished with wall care putty (brands: Birla, Altek, etc.). The walls should be painted with at least two coats of premium interior plastic emulsion paint of reputed brands like Asian / Berger / Nerolac etc. All wood/M.S are to be painted with two coats of Enamel paint. The shade/colour would be approved by Bank. Ceiling to be painted with white color. The front elevation and all external walls of the premises to be painted with APEX-ULTIMA.</p>



4. Instruction / to Bidders

The Bidders are expected to examine all instructions, Annexures, terms and specifications/parameters in the bidding documents. Failure to furnish all information required by the bidding documents may result in the rejection of its bid and will be at the bidder's own risk.

4.1. Amendment to the bidding document

1. At any time prior to the date of submission of Bids, the Bank, for any reason, may modify the Bidding Document, by amendment.
2. Corrigendum, if any, can be issued upto One (1) day before the last date submission of Bids. Hence, Bidders are advised to visit Bank's website regularly till the date of submission.
3. In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their Bids, the Bank, at its discretion, may extend the deadline for the submission of Bids.
4. The amendment will be posted on Banks website (www.sidbi.in) and CPP portal (<http://eprocure.gov.in>) only.
5. All Bidders must ensure that such clarifications/amendments have been considered by them before submitting the bid. Bank will not have any responsibility in case some omission is done by any bidder.

4.2. Period of Validity of Bids

1. Prices and other terms offered by Bidders must be firm for an acceptance period as mentioned in "Critical Information" Section from date of closure of this RfP.
2. In exceptional circumstances the Bank may solicit the Bidders consent to an extension of the period of validity. The request and response thereto shall be made in writing.
3. Bank, however, reserves the right to call for fresh quotes at any time during the period, if considered necessary.

4.3. Late Bids

Any bid received by the Bank after the deadline for submission of bids prescribed by the Bank will be rejected and returned unopened to the bidder.

4.4. Bid Currency

Bids should be quoted in Indian Rupee only.

4.5. Deadline for submission of Bids

1. The bids must be received by the Bank at **RESPECTIVE LOCATIONS specified in Annexure -I** not later than the date specified in "Critical Information" section.
2. In the event of the specified date for the submission of bids, being declared a holiday for the Bank, the bids will be received up to the appointed time on the next working day.
3. The Bank may, at its discretion, extend the deadline for submission of Bids by amending the Bid Documents, in which case, all rights and obligations of



the Bank and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

4.6. Conditional Bids

Conditional bids shall not be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of bids.

4.7. Canvassing

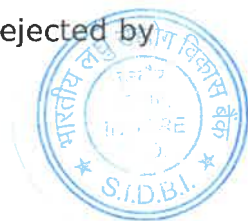
Canvassing in any form will disqualify the tenderer.

4.8. Documents to be submitted.

1. Bidders are required to submit their responses non-window sealed envelopes as detailed below:

S.N.	Bid Contents	Annexure
A.	Envelop 1 - TECHNICAL BID	
1	No. of Copies : <i>One Hard Copy</i>	
2	Cover Label: "Technical Bid – Requirement of Premises on lease or leave basis for SIDBI, Indore Branch Office (Madhya Pradesh)". (please write respective location, name of the city / town in the blank above)	
3	Cover Contents:	
	(i) Complete bid document duly signed by landlord / owner.	
	(ii) Bid Forwarding Letter	Annexure -II
	(iii) Technical Bid duly signed and with copies of relevant documents attached.	Annexure -III
B.	Envelop 2 - PRICE BID	
1	No. of Copies: <i>One Hard Copy</i>	
2	Cover Label: "Price Bid - Requirement of Premises on lease or leave basis for SIDBI, Indore Branch Office (Madhya Pradesh)". (please write respective location, name of the city / town in the blank above)	
3	Cover Contents:	
	(i) Price Bid	Annexure – IV

2. All the two individual sealed envelopes should be kept in one large envelop (outer cover) and superscribed "**Requirement of Premises on lease or leave basis for Indore Branch Office**".
(Please write respective location, name of the city / town in the blank above)
3. All columns of the Bid documents must duly filled-in and no column should be left blank.
4. All pages of the Bid documents shall be signed by the authorized signatory of the bidder / tenderer. Any overwriting or use of white ink shall be duly initialed by the tenderer. SIDBI reserves the right to reject the incomplete tenders.
5. Faxed copies of any submission are not acceptable and will be rejected by the Bank.



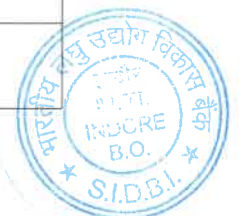
6. Responses should be concise and to the point. Submission of irrelevant documents must be avoided. If the bids do not contain all the information required or is incomplete, the proposal is liable to be rejected.
7. If the envelop(s) are not sealed and marked as indicated above, the Bank will assume no responsibility for the Bid's misplacement or its premature opening.
8. The bidder to note that, under no circumstances the Commercial Bid should be kept in Technical Bid Covers. The placement of Commercial Bid in Minimum Eligibility / Technical Bid covers will make bid liable for rejection.



5. Evaluation and Shortlisting of bidder

- 5.1. The shortlisting of bidder is based on two bid system i.e., Technical and Price bid.
- 5.2. The Technical Bid will be opened on the date and time as given in “**Critical Information Section**” or extended date, if any, in the presence of Bidders at the respective office, who choose to be present at address given at Annexure -I.
- All Bidders are advised in their own interest to be present on that date at the specified time.**
- 5.3. After basic scrutiny, short listed bidders will be informed by the SIDBI for arranging site inspection of the offered premises.
- 5.4. During evaluation of Bids, the Bank, at its discretion, may ask the Bidders for clarifications of their Bids. The request for clarification and the response shall be in writing (Courier/Fax/e-Mail), and no change in the price of substance of the Bid shall be sought, offered or permitted.
- 5.5. All the premises will be visited by the committee to verify the suitability and the premises will be awarded marks based on following criteria

S.No.	Criteria & Marks	Max Marks
1	Location/ Prominence	15
	i. On main road junction: 15	
	ii. On main road: 10	
	iii. Inner side from Main Road: 5	
2	Distance from existing Branch Premises	10
	i. Within 2 KM : 10	
	ii. Within 4 KMs : 8	
	iii. Beyond 4 KMs : 0	
3	Surroundings of the premises	10
	i. Adequate natural light and ventilation: 10	
	ii. In-adequate natural light and ventilation: 0	
4	Frontage/elevation	15
	i. ≥ 40 feet : 15	
	ii. ≥ 30 feet : 07	
	iii. ≥ 20 feet : 05	
5	Age of the Building	10
	i. New :10	
	ii. 1- 5 years old: 6	
	iii. 5-10 years old: 4	
6	Readiness to occupy	10
	i. Within 30 days: 10	
	ii. Above 30 days to 45 days: 5	
	iii. More than 45 days: 0	
7	Parking	10
	i. Covered parking:10	



S.No.	Criteria & Marks	Max Marks
	ii. Open parking: 5	
8	Government Authorities approval for the premises	10
9	Ambience, convenience and suitability of premises as assessed by Premises Selection Committee	10
	Total Marks	100

- 5.6. Bidders / premises securing score of 70 marks and above shall be technically qualified and those who score less than 70 marks will be rejected. The technical score finalized by the banks Committee will be final.
- 5.7. Price bids of only Technically shortlisted bidders shall be opened on a pre-informed date and time. The final shortlisting of the bidder would be based on least cost quoted i.e., L1. Negotiation, if any, will be held with L1 (lowest) bidder only.
- 5.8. Preference will be given to the premises owned by the Govt. Departments / Public Sector Units /Banks.
- 5.9. The successful bidder has to execute the lease deed within 15 days from date of Issue of LOI.

6. TERMS & CONDITIONS

6.1. Billing and Payment

- Rent should be inclusive of all present and future taxes whatsoever, municipal charges, society charges, maintenance. However, GST shall be paid extra, at applicable rate and manner.
- The landlord will be required to bill the concerned Branch in-charge, SIDBI every month for the Rent due to them indicating the GST component, if applicable, also in the bill separately.
- Income Tax and other statutory clearances shall be obtained by the lessors at their own cost as and when required.
- TDS and any other tax/es, as applicable, will be deducted at source while paying the rent. All taxes shall be borne by the lessee.
- All payments to the landlord shall be made by the Bank electronically through RTGS/NEFT. In case of any change in Account details, it is landlord's responsibility to inform.
- Electricity charges will be borne by the Bank, but water supply should be maintained by the Landlord / owner within the rent.

6.2. Lease Agreement

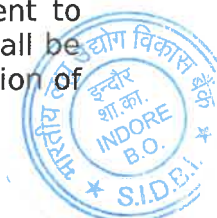
The successful Bidder will have to execute the lease deed within 15 days of issue of Letter of Intent (LoI) as per draft lease deed given at Annexure - IV of this RfP.

6.3. Lease Period

The initial period of lease will be 5 years and will be further renewed for 5 years (viz. total lease period 10 years)

6.4. Interest free Deposit

Interest free security deposit payable by SIDBI (maximum equivalent to three months' rent shall be paid by the Bank). This deposit shall be paid on the date of handing over of the premises after completion of basic furnishing.



6.5. Corrupt and fraudulent practice

As per Central Vigilance Commission (CVC) directives, it is required that Bidders / Suppliers / Contractors observe the highest standard of ethics during the execution of this RfP and subsequent contract(s). In this context, the bidders to note the following:

1. "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of an official in the procurement process or in contract execution.
2. "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of contract to the detriment of the Bank and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Bank of the benefits of free and open competition.
3. "Coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process;
4. "Undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by the Bank with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
5. "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process
6. The Bank reserves the right to declare a bidder ineligible for a period of three years to be awarded a contract, if at any time it determines that the bidder has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

6.6. Compliance with Statutory and Regulatory Provisions

It shall be the sole responsibility of the bidder to comply with all statutory and regulatory provisions while delivering the services mentioned in this RFP, during the course of the contract.



Location Wise Requirement of Premises

S.No.	Location	Contact Address for submission of bids	Preferred location for the proposed premises	Area in Sq.ft.
1	Indore	Small Industries Development Bank of India Ground Floor, 26 Dhan Trident Building, Near Satya Sai circle, Vijay Nagar, Indore - 452010 - Madhya Pradesh	<ul style="list-style-type: none"> • In and around Vijay Nagar • Near to Bombay Hospital, • Near Raddison Blu Square • Near Satya Sai School Square • Preferable 2 kms radius from existing SIDBI location at Vijay Nagar. <p>approachable from the main junction / main road)</p>	2500 - 3000 Sq.ft. Carpet Area
2	Covered Four Wheeler and Two Wheeler Parking	12 in Nos (Indicative) - Four Wheelers 10 in Nos (Indicative) - Two Wheeler		

Place and Date:

Name & Signature of bidder/lessor



**Annexure -II
Bid Forwarding Letter**

The Deputy General Manager,
Small Industries Development Bank of India
Ground Floor, 26 Dhan Trident Building, Near Satya Sai circle, Vijay Nagar,
Indore – 452010 - Madhya Pradesh, India

Dear Sir,

Requirement of Premises on Lease or Leave & License Basis for Indore, Madhya Pradesh

I / We, the undersigned, offer to submit our bid in response and accordance with your tender No. ----- dated ----- . Having examined the tender /RfP document, including all Annexures carefully, we are hereby submitting our proposal along with all the requisite documents as desired by the Bank.

1. I / We undertake to modify the premises in accordance with the specifications as mentioned in the tender / RfP. In case, it is found at any stage after the premises is take on lease by the Bank that any of the above work has not been executed by me, I undertake that the same may be carried out by the Bank at my cost.

2. I / We agree to abide by all the terms and conditions as mentioned herein the tender document / RfP.

3. If our Bid for this RFP/tender is accepted, we undertake to enter into and execute, when called upon by the Bank to do so, a Lease Agreement as per format given in Annexure - IV. Unless and until a formal contract is prepared and executed, this bid together with your written acceptance thereof shall constitute a binding contract between us.

4. The Bank is not bound to accept the lowest or any bid received and may reject all or any bid without assigning any reason thereof.

We remain,
Yours sincerely,
Signature of Owner/s
Name of the Owner/s
Phone & E-mail:



Annexure-VIII
News Paper advt.

भारतीय लघु उद्योग विकास बैंक (सिडबी)

कार्यालय परिसर की आवश्यकता है

सिडबी, इंदौर शाखा 232.26 वर्गमीटर (अनुमानित क्षेत्रफल 2500 वर्ग फुट) से 278.71 वर्गमीटर (अनुमानित क्षेत्रफल 3000 वर्ग फुट) के बीच कारपेट एरिया के कार्यालय परिसर के लिए प्रस्ताव आमंत्रित करता है। इंदौर सिडबी के मौजूदा परिसर, ग्राउंड फ्लोर, 26 धन ट्राइडेंट बिल्डिंग, सत्य साईं सर्कल, विजय नगर, इंदौर - 452010 - मध्य प्रदेश से 2 किलोमीटर के भीतर स्थित इमारतों में ग्राउंड फ्लोर पर, लीव और लाइसेंस / लीज के आधार पर परिसर आसानी से उपलब्ध हो और अधिमानतः सुसज्जित और वातानुकूलित होना चाहिए या इसे बैंक की आवश्यकता / विनिर्देशों के अनुसार मालिकों द्वारा अपनी लागत पर सुसज्जित / पुनः सुसज्जित किया जाना चाहिए। असज्जित परिसर पर भी विचार किया जा सकता है। तकनीकी और वित्तीय बोलियों के लिए अपेक्षित प्रारूपों के साथ अलग-अलग सीलबंद लिफाफे में प्रस्तुत किया जाना है, विस्तृत विज्ञापन सिडबी की वेबसाइट www.sidbi.in के साथ-साथ सेंट्रल पब्लिक प्रोक्योरमेंट (सीपीपी) पोर्टल <http://eprocure.gov> से डाउनलोड किया जा सकता है। या भारतीय लघु उद्योग विकास बैंक, ग्राउंड फ्लोर, 26 धन ट्राइडेंट बिल्डिंग, सत्य साईं सर्कल के पास, विजय नगर, इंदौर - 452010 - मध्य प्रदेश, से भी प्राप्त किए जा सकते हैं। साथ ही इस संबंध में मोबाइल नंबर - 9537728686/7579418629 ईमेल - indore@sidbi.in, jmirdha@sidbi.in, amitsethi@sidbi.in से भी संपर्क किया जा सकता है। ऑफर जमा करने की अंतिम तिथि 29 दिसंबर, 2023 15:00 बजे तक है। कोई दलाली का भुगतान नहीं किया जाएगा।



SMALL INDUSTRIES DEVELOPMENT BANK OF INDIA (SIDBI)
REQUIRES OFFICE PREMISES

SIDBI invites offers for office premises admeasuring between 232.26 sq.mtr (Approximate area in sq ft 2500). and 278.71sq. mtr (Approximate area in sq ft 3000) carpet area in Indore on leave and license / lease basis on ground floor in buildings located within 2 kilometers from existing premises, Ground Floor, 26 Dhan Trident Building, Near Satya Sai circle, Vijay Nagar, Indore – 452010 - Madhya Pradesh. The premises should be readily available and preferably furnished & air conditioned or it shall be furnished / refurnished by the owner(s) at their own cost as per the Bank's requirement / specifications. Unfurnished premises may also be considered. Detailed advertisement along with requisite formats for technical and financial bids (to be submitted in separate sealed covers) may be downloaded from SIDBI's website www.sidbi.in as well as on Central Public Procurement (CPP) Portal <http://eprocure.gov.in/> or obtained from Small Industries Development Bank of India, Ground Floor, 26 Dhan Trident Building, Near Satya Sai circle, Vijay Nagar, Indore – 452010 - Madhya Pradesh, In this regard, you can also contact on Mobile Number – 9537728686 /7579418629 Email – indore@sidbi.in, jmirdha@sidbi.in, amitsethi@sidbi.in .Last date for submission of offers is December 29, 2023 upto 15:00 hours. No brokerage will be paid.



Annexure -IV

Lease Agreement Format

This agreement made at _____ on this-----day of -----
2023 at _____.

Between

Shri ----- S/o Shri -----(hereinafter referred to as the 'Lessor' which expression shall unless it be repugnant to the subject or context thereof, include its respective legal representatives, heirs, administrators, executors, successors and assigns as the case may be) of the FIRST PART.

AND

Small Industries Development Bank Of India, a corporation established under the Small Industries Development Bank of India (SIDBI) Act, 1989 and having its Head Office at 'SIDBI Tower', 15 Ashok Marg, Lucknow- 226001 and a Branch Office at _____ (hereinafter referred to as the "Lessee" which expression shall unless it be repugnant to the subject or context thereof, include its successors and assigns) represented through its Authorized Officer Shri -----, Deputy General Manager, of the SECOND PART.

WHEREAS

a. The Lessor is the owner of the premises situated at -----
----- (Address of the offered premises)(more fully described in the first schedule hereunder written and hereinafter referred to as the "said Property").

b. The Lessor has at the request of the Lessee agreed to lease out to the Lessee, ---
---, admeasuring about -----Sq.ft. (carpet area) located on the Ground floor of ----- (Address of the offered premises) (herein after referred to as the "demised premises") (details whereof are more particularly shown and described in the second schedule hereunder written), together with all structures, fixtures and fittings (if any) including electrical installation therein and appurtenant thereto for its office use, initially for a period of 5 (five) years commencing from date of possession of demised premises, on the payment of monthly lease rental@ ----- per sq. ft on carpet area of -----sq. ft. amounting to------(Rupees -----only), inclusive of all Municipal taxes, common area maintenance, common security charges and other outgoing charges, excluding applicable GST thereon as applicable to be paid by Lessee. The lease for the demised premises may be extended for a period of further 5 years on the terms mutually agreed between the parties.

c. The lessor shall furnish and complete Basic Furnishing, as described in the Tender document / RfP in all respect, within 15 (fifteen) days time from the date of issue of Letter of Intent, at their own cost and as per layout / plans and specifications approved by the Lessee. Lessor shall be liable for penalty of per day rent till completion of basic furnishing work and handing over the demised premises beyond 15 days period.

d. Lessee shall start paying rent for premises from the date of handing over of premises after completion of Basic furnishing of the premises and no rent shall be payable till handing over of the completely furnished premises.

NOW THIS AGREEMENT WITNESSETH AND IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS: -

1) That the Lessor hereby grants unto the Lessee, the Lease to occupy and use the demised premises with all structures, fixtures and fittings including electrical installations therein and appurtenant thereto, on the covenants, conditions and stipulations contained herein, for an initial period of 5 years on payment of monthly lease rental @ of ----- per sq. ft. amounting to -----/- (Rupees - -----only), inclusive of all applicable taxes including Municipal

