



**STATE BANK OF INDIA**  
Assistant General Manager,  
Lead Bank Department, LHO Amaravati  
**REQUIREMENT OF PREMISES**

SBI Lead bank Department is inviting sealed tenders in two bid system from owners/power of attorney holders on Lease basis for opening a Rural Self Employment Training Institute (RSETI). at Rayachoti, Annamayya Dist, AP. Approximate Area Required: 557Sq.M (6000Sft) to 743Sq.m (8000Sft)

Interested parties may download the proforma for Technical & Price bids from SBI website “ **<https://bank.sbi/portal/web/home/procurement-news>**” and submit the same in separate sealed covers super scribed “**Technical Bid**” and “**Price Bid**” with name and address of the tenderer’s on or before **3.00PM** hours. **On 11.04.2025.**

Bank reserves the right to reject any/all offer(s) without assigning any reasons thereof.

Assistant General Manager,  
SLBC/RSETI/RRB  
LHO Amaravathi.



THE ASST. GENERAL MANAGER

STATE BANK OF INDIA  
STATE LEVEL BANKERS COMMITTEE  
ADMINISTRATIVE OFFICE,  
SURYARAO PET, VIJAYWADA 520002

Phone no: 9971238666

email: [agmslbc.lhoand@sbi.co.in](mailto:agmslbc.lhoand@sbi.co.in)

REQUIREMENT OF NEW PREMISES TO OUR " SBI RURAL SELF EMPLOYMENT TRAINING INSTITUTE, ANNAMAYYA

Our Bank requires Premises on lease basis for opening of SBI Rural Self Employment Training Institute at Rayachoti, Annamayya Dist, Andhra Pradesh, having rentable area of approximately 6000-8000 **sq.ft.** Tender forms and complete details can be obtained from Lead Bank office, SBI Rayachoti Branch or download from our Bank's website at [www.sbi.co.in/e procurements](http://www.sbi.co.in/e procurements)

Willing Landlords/Owners of the premises may submit the completely filled tender documents in two separate sealed envelopes, super-scribed "**Technical Bid SBI RSETI Annamayya**" and "**Financial Bid SBI RSETI Annamayya**", to the Lead District Manager, Annamayya C/o State Bank of India, Rayachoti, ANNAMAYYA Dist, Andhra Pradesh so as to reach latest by **3.00 PM on 11.04.2025.** Tenders will be opened at **4.00 PM on 11.04.2025** and for further details please contact Lead Bank Officer, Annamayya C/o SBI Rayachoti.

Tenders may be downloaded from the banks website and the same to be submitted by depositing in the Tender box provided in the office of :

**Lead Bank Officer,  
State Bank of India, Annamayya**

Tenders proforma should not be altered/ modified/changed as otherwise the your tenders stands rejected.

Bank reserves the right to reject any or all the applications without assigning any reasons thereof.

Assistant General Manager,  
State level Bankers Committee (SLBC)

## General Guidelines for Bidders

Bidders must note that:

1. The '**Technical Bid**' and the '**Price Bid**' must be submitted in two **separate** sealed envelopes to the address mentioned in the forms.
2. Bank requires premises preferably on Ground Floor for opening of our SBI RSETI, at Rayachoti, Annamayya Dist. ANDHRA PRADESH: Approximate carpet area 6000-8000 Sq. ft with the following specifications.

Sl. NO.	Item	No.	Suggested Area in Sft
1.	Class Rooms	2	1400
2.	Workshop	1	600
3.	Computer Lab	1	500
4.	Store Room	1	150
5.	Directors Chamber	1	100
6.	Administrative Office	1	400
7.	Reception	1	100
8.	Kitchen	1	200
9.	Dining Hall	1	600
10.	Dormitory Gents	1	1200
11.	Dormitory Ladies	1	800
12.	Guest Room for faculty	1	300

**Total area**

**6350**

3. Address and telephone/mobile numbers of the landlords/owners must invariably be written on the envelope covers. All the columns of the forms must be filled in and no column should be left blank.
4. The bids must be submitted before the last date and time mentioned in the advertisement.
5. Tenderer must sign on each page of the SBI standard lease deed (proforma enclosed) as token of concurrence of accepting the lease condition and the same must be enclosed with technical tender.
6. Conversion of Residential Plot/ Building for commercial purpose will be obtained by the builder / tenderer himself at his own cost.
7. Bank would give preference for ready built premises, ground floor premises, with good parking, central locations, having good approach to public etc.
8. The price bids will be opened in case of only those bidders, who are short listed on the basis of the scrutiny of the technical bids and who will

sign on the Bank's standard terms and conditions and submit along with the technical bid.

9. No enquiries regarding the selection will be replied. This is strictly prohibited.

10. The Bank reserves the right to reject any or all pre-qualification application without giving any reasons.

11. The bids must be **valid for at least 6 months** from the last date of submission.

12. Lease will be accepted for **5 YEARS WITH ENHANCEMENT OF RENT AT 15% FOR EVERY 5 YEARS.**

13. Rent will commence after two months of handing over of the premises (after completion of all works in the building) for taking up interior works by the bank for its commencement of business.

**14. PROCESS OF SELECTION:**

Committee shall visit all the offers and bids will be evaluated based on the marks criteria furnished for the premises details. Offers will be shortlisted based on merit. Offers not meeting requirements notified in tender will be rejected. Price bids of short listed bidders only shall be opened with due information to the bidders. After opening the priced bids, taking into account the rate quoted, final list based on percentile of marks obtained shall be ranked and the top ranked premises owner shall be called for negotiations. Evaluation of the offers will be made by assigning weightage of 30% to technical parameters and 70% weightage to price quoted by the bidders in the price bids.

**ASSISTANT GENERAL MANAGER,  
STATE LEVEL BANKERS COMMITTEE (SLBC)**

### CRITERIA FOR EVALUATION OF THE BIDS:

SI No	Parameters	Actual situation	Total Marks
1)	Ready Usable building	1. Ready usable :20 2.Addition / alteration required :15 3.Plot :05	20
2)	Age of construction of building	Less than 5 years :20 Between 5 to 10 years : 08 Between 10 to 20 years :05 More than 20 years :02	20
3)	Accessibility of premises	Nearer to Bus Complex/Rly. Station:20 With in 100m distance to a public transport facility :10 Within 100 to 500m from public transport facility: 5 Other than above: 2	20
4)	Parking space for Staff of Institute.	Having parking on front and cellar : 10 Having cellar or front parking only : 08 Common parking : 03 No Parking facility : 00	10
5)	Ambiance, Convenience and suitability of premises as assessed by Premises Selection Committee	As assessed by Premises Selection Committee	30
		<b>Total</b>	<b>100</b>



THE ASSISTANT GENERAL MANAGER,  
SLBC, LHO AMARAVATHI.

**TECHNICAL BID FOR SBI RSETI ANNAMAYYA DIST, ANDHRA PRADESH**

From(address of The landlord):

DATE:

To,  
The Asst. Gen. Manger  
STATE BANK OF INDIA  
STATE LEVEL BANKERS COMMITTEE,  
SBI AO BUILDING,  
PRAKASAM ROAD, VIJAYAWADA.  
ANDHRA PRADESH.

Dear Sir,

**Technical Bid (Tender Part-I): Offer for Premises for your RSETI at Rayachoti, Annamayya on Lease / Rental Basis**

With reference to your advertisement published in\_\_\_\_\_ newspa-  
per, dated\_\_\_\_\_ for hiring of premises on lease / rental at \_\_\_\_\_,  
we submit herewith our offer for the same with following technical particulars /  
details for your considerations:

(Note: Mention 'Not Applicable' against inapplicable columns. No column  
should be left blank)

1.Name of owners/developers with address & telephone nos.	
2. Location & address of property	
3. Whether location is in commer- cial	

Market or residential area	
4. Plot area (details of plot such as size, area, FSI, lease etc.	
5. Whether Municipal permission to construct premises obtained(Yes / No)	
6.Distance from Railway Station	
7.Distance from Post/ Telephone Office	

**8. Details Of Proposed Building Offered:**

A) Foundation	
B) Frame structure	
C) Super structure (Thickness of wall etc.)	
D) Inside & outside plaster	
E) Inside& outside painting	
F) Doors (nos.& specifications)	
G) Windows (nos.& specifications)	
H) Flooring(mention room-wise flooring as also in toilet with skirting /dedo etc.)	
I) If multi-storied complex furnish details of total no. of floors in the building & whether facility of lift is available.	
J) Whether plan approved by local Municipal Authority	
K) Situation of building i.e. floor on which located	
L) Water supply arrangement (Please mention no. of bores with diame-	

<p>ter</p> <p>and Corporation connection etc.)</p> <p>Whether Separate connection for Bank will be arranged?</p>	
<p>M) Sanitary arrangement (no. of W.C./Toilet blocks)</p>	
<p>N) No. of balconies(with size)</p>	
<p>O) Electricity (no. of points, type of Wiring, meter etc.)(Separate electric meter for Bank will have to be arranged by landlord)</p>	
<p>P) Mention whether additional / 3 phase electric connection, if required by the Bank for computerization will be Provided at your cost?</p>	
<p>Q) Mention whether agreeable to carry out distemper / color wash at your cost after every 2 years?</p>	
<p>R) Mention details of area in sq.ft.(carpet) of free of cost parking facility, if any, for scooters /cars that can be available exclusively to the Bank. If exclusive area is not possible, please specify details of general parking facilities available.</p> <p>If parking facilities are not available, please specifically mention this.</p>	



9) Condition of Building: e.g. Old building, New building or Under construction (mention likely date of completion)	
10) Details of other infrastructure (compound wall, porches, garage, stilt floor etc.)	
11) Area of flat/building (please mention super built-up/built-up area along with carpet area with number of floors)	
12) Whether willing to carry out additions/alterations/repairs as per specifications/plan given by the Bank (yes/No)	
13) Whether willing to offer premises on lease for period of 5 years or more?(Yes/No)(Reasonable increase in rent can be considered after 5 years)	
17)Whether any deposit/loan will be required?(Give brief details)	
18) Any other information (Give brief details)	
19) List of enclosures (attached) such as copy of plan approved by the competent authority, latest Municipal house tax receipt, last sale deed etc.	a) b) c) d) e)

A) Copy of lease deed Proforma, IS PERUSED BY ME and token of acceptance signed on all pages in token of concurrence with lease condition is enclosed.

B) We have not made any alteration in the Tender and Lease proforma.

Yours faithfully,

(\_\_\_\_\_)

**Note:**

1) No enquiries regarding the selection will be replied. This is strictly prohibited. 2) The Bank reserves the right to reject any or all pre-qualification applications without giving any reasons.



The Assti. General Manager  
STATE BANK OF INDIA  
State Level Bankers Committee,  
SBI, Administrative Building,  
Prakasam Road, Vijaywada

**Price Bid Application Form (Part -II)**

In Respect Of Premises to Be Offered On Lease to STATE BANK OF INDIA,  
RSETI, Annamayya Dist, AP

FROM(Landlord address):

To,  
The Assti. General Manager  
STATE BANK OF INDIA  
State Level Bankers Committee,  
SBI, Administrative Building,  
Prakasam Road, Vijaywada.

**FINANCIAL BID FOR SBI RSETI ANNAMAYYA DIST, ANDHRA PRADESH.**

Dear Sir,  
**Price Bid (Tender Part-II): Offer for Premises for your Branch at  
Rayachoti, Annamayya DIST, ANDHRA PRADESH. on Lease / Rental  
Basis**

I/We offer my/our premises situated at \_\_\_\_\_ for your proposed  
Branch/Office on the following terms & conditions:

- i) I/We will construct the building or carry out additions/alterations to it as required by you, strictly according to your plan and specifications, and carry out the work of decorations etc. in accordance with the details to be furnished by you and as advised by you from time to time. The building will have a clear internal area of about \_\_\_\_\_sq.ft. On various floors, as per details provided in 'Technical Bid', submitted by us. Carpet area means actual floor area available for use after deducting the areas of wall, passages, staircases, sanitary blocks, water room, entrance area, balcony etc. The possession of the premises will be given to you only after the Bank is fully satisfied that the entire work has been carried out to the Bank's requirement and specifications and if after taking possession, it is found that any item or work remains unattended or not according to your specifications, I/We undertake to complete the same within a reasonable time from the date of possession of premises and in case of default, the Bank will be at liberty to complete the unfinished jobs and realize the expenses incurred, from the monthly rent payable to me/us by the Bank.
- ii) No changes in the plan will be made during the construction work and if any changes are required the same will be carried out only after obtaining Bank's prior approval in writing therefore. All general notes shown in the plan will strictly comply with by me/us.

The ceiling fans and tube lights will be supplied by the Bank but will be fitted by me/us at my/our cost in the portion of the building occupied by the Bank. Expenses for loose wires, chain of pipes for handling electrical fixtures etc. will be borne by me/us. These fans and tube lights will at all times remain the property of STATE BANK OF INDIA. The premises complete in all respect will be made available as early as possible, but in any case not later than \_\_\_\_\_months from date of acceptance of this offer by the Bank. The Bank may at its discretion extend this period. However, it will be open to the Bank to decline to accept the offer, if the delay is in the opinion of the Bank too much.

- iii) I/We will provide the necessary arrangement for the continuous and regular supply of water throughout day and night. I will provide electric motor and pump of required capacity as suggested by the Bank's Engi-

neer/Architect. All maintenance charges in this connection except actual electrical consumption shall be borne by me/us. The required number of water taps including on directly from Municipal water connection, for drinking water will be borne by the Bank .I/We provide sanitary, privy, urinals, ladies toilet, hand-wash basin, towel rails etc. as per the Bank's lay out plan exclusively for Bank's use.

- iv) . The internal flooring will be of Vitrified tiles of 800x800mm (of basic rate not less than Rs 70/- sft of model and) colour as approved by the bank. The internal and external walls of the building will be finished with Birla Wall care and two coat of best and premium quality emulsion paint of Asian or equivalent make. Doors, Windows, Rolling shutters, collapsible shutters shall be painted with best quality synthetic enamel paint of best quality such as Asian or equivalent. The wood and iron work in the premises will be oil painted. 6 toilers and 6 bathrooms to be constructed. Internal walls will have Glazed tiles (basic rate Rs 45/ sft) up to 7" height and matching floor tiles in the flooring.. 6 Wash basins along with 2'x1-1/6, A big sized Mirror(2'x18") will be provided in the both toilets and 3 No wash basins in dining area.
- v) Sufficient electrical points will be provided as per bank requirement with standard wiring
- vi) The color scheme to be executed will be in accordance with Bank's approval.
- vii) Wall paintings of the building, polishing/oil painting of the wood and iron work will be carried out by me/us once in three years. Whenever necessary,
- viii) I/We will carry out tenable repairs to the premises. If I/We fail to do this, the Bank will have right to recover this from me or from the rent payable to me.
- ix) During the tenancy of the lease, I/We undertake to carry out the additions/alterations to suit the Bank's requirements, if the same are structurally feasible and technically permissible by the local authorities, with a suitable increase in rent based strictly on the additional expenditure in-

volved. If the Bank desires to carry out any such alterations at its own cost ,I/We will permit same on the existing terms & conditions.

- x) The Municipal Corporation or local authorities' permission to construct and lease the premises in question to the Bank, for use as office premises, will be obtained by me/us and produced for your inspection. Any other permission if required will be obtained by me/us. In case, I/We will decide to sell the premises, at first it will be offered to Bank at a reasonable price and in case the Bank is not agreeable to purchase the same, I/We shall dispose off the same subject to Bank's tenancy rights.
- xi) The lease agreement will contain an undertaking that I/We will not during the currency of the lease agreement transfer, mortgage, sell or otherwise create any interest in the premises leased to you/with any party affecting your right of occupation and any of the terms of the lease without your consent.
- xii) Expenses in connection with drafting and execution of the lease agreement will be borne half to half between me/us and the Bank, but if loan is required the charges for investigating the title including search charges of Bank's solicitor Advocate will be borne by me/us entirely.
- xiii) The Bank will have the right to sub-let the premises, but that should be for the un-expired period of lease and any extension thereto and with prior approval.
- xiv) Separate electric meters along with a suitable panel board with 20 KVA load (electrical license load) , shed for parking vehicles, rolling shutter or collapsible gate to the main entrance, grill partition in the strong room to separate the cash area, safety bars to all the windows and compound walls with gate, all around the building will be provided by me/us at my/our cost. Electrical wiring, switches, MCS, circuits shall be in concealed electrical wires required for general lighting and fans and power plus shall be at the cost of landlords.
- xv) I/We have clearly noted that in order to start its office as early as possible, Bank reserves its right to install steel/wooden furniture, electrical fitting etc. in the premises before taking possession of the building for which no rent will be paid by the Bank.

### **Rent/Lease Charges:**

- A. The rent of the premises will be Rs.\_\_\_\_\_
- B. The house tax and all Municipal/Government taxes present and future, will be paid by us (landlord).The present rate of Municipal/Government taxes is \_\_\_\_% of rent per annum.
- C. Other service charges for garage/parking/lift/maintenance/cleaning (if any) will be paid by us (landlord).
- D. \_\_\_\_\_sq.ft area will be earmarked for the Bank for parking at \_\_\_\_\_for which no rent/cost will be charged.

xv) **Period of Lease etc.:** The initial period of lease will be for MINIMUM OF FIVE YEARS WITH ENHANCEMENT OF RENT 15% FOR EVERY FIVE YEARS.

xvi) **Loan/Advance Requirements:** I/We require a loan/advance of Rs.\_\_\_\_\_(Rupees\_\_\_\_\_ only) for construction of the building to be made available to me/us as under:

- A) Rs.\_\_\_\_\_on my/our creating the equitable mortgage by deposit of title deeds.
- B) Rest of the amount in suitable installments with the progress of the construction work.
- C) I/We agree to pay interest, installments of the loan and create/furnish necessary security to the Bank therefore, including equitable mortgage of my/our property. The loan will be recoverable with interest as per R.B.I. directives and Bank's norms with in\_\_\_\_\_months. The Bank will recover the installments and interest from the monthly rent.
- D) I will claim the rent two months after handing over the premises after its completion in all respects and for the branch to take up their interior works for the commencement of its business.

xvi) **Validity:** This firm offer is open to you for acceptance till June 2025.

- xvii) **Terrace will be used for installation of V sat or any electrical or electronic gadgets or solar power panels at no extra rent.**

Yours faithfully,

(\_\_\_\_\_)