



## PREMISES REQUIRED FOR TRANSIT HOME ACCOMMODATION AT DELHI

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Central Bank of India, Delhi South Region invites quotations from interested Hotel owners (having amenities **of 3-star facilities**) preferably situated near AIIMS/Green Park for fully furnished 3 A.C. rooms with attached washrooms for its Transit Home. Kindly download the formats /terms and conditions from the website <http://www.centralbankofindia.co.in> or collect the same from Central Bank of India, Regional Office-Delhi-South at 3<sup>rd</sup> Floor 54, Desh Bandhu Gupta Road, Karol Bagh, New Delhi-110005 during office hours. Interested owners should send their proposals in prescribed formats in two separate and sealed covers super scribed as **Technical Bid** (Cover-I) and **Financial Bid** (Cover-II) tender fees of Rs.2000/- and Earnest Money Deposit for ₹ 5000/- in the shape of DD/Pay Order (separately) favouring Central Bank of India, Delhi-South RO payable at Delhi should be enclosed along with Technical Bid. The last date for submission of offers is 30.04.2024 up to 4:00 p.m. at Regional Office, Delhi -South. The authority reserves the right to accept or reject at any stage any or all the proposals without assigning any reason thereof.

Asst. General Manager  
Date: 08.04.2024



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**Tender Document for Transit Home at Delhi on lease basis**

Central Bank of India, Regional Office, Delhi-South, invites sealed tenders for suitable premises on a long-term lease basis (minimum lease period of 10 years extendible up to next 5 years) for Transit Home tie-ups (for 3 rooms/ suits) at AIIMS/Green Park from reputed hospitality providers, Interested Owners / Power of Attorney holders from hotel Owners **having 3 star** facilities.

The Technical Bid and Financial Bid, Formats can be downloaded from the Bank's website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in). The formats are also available at our **Regional Office** -Delhi-South (at 3<sup>rd</sup> Floor 54, Desh Bandhu Gupta Road, Karol Bagh, New Delhi-110005) and can be collected during office hours.



The minimum criteria for prequalification will be as under:-

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- a. The Applicant(s) should be the bonafide Owner(s) or Power of Attorney Holder(s) of the hotel.
  - b. The Applicant(s) should be an Income Tax assessee (s) with PAN No. and its Tax returns must be up to date.
  - c. The hotel should have been constructed as per the sanctioned/approved Plan of the competent development Authority. The hotel should be well maintained.
  - d. The hotel should be situated at a location with a proper approach road from AIIMS and other Hospitals.
  - e. The hotel should be free from special Hazards like fire, water logging, flood, etc.
  - f. The hotel should be **3 star rated by Ministry of Tourism, Government of India or confirming the checklist of facilities for 3 star hotels issued by Ministry of Tourism, Government of India vide circular no. 8-TH-I(3)/2013-Pt-1 dated 19.01.2018.**
  - g. The hotel should be in a position to give on lease the rooms immediately after carrying out necessary changes/alterations as required by the Bank.
1. Method of submitting Tenders: Tenders should be submitted only in sealed covers. Tender covers will have three parts.
    - **First cover** – Technical Bid cover – This cover should contain Part I of application duly filled and signed by the bidder/s in all pages, along with necessary enclosures. The cover should be closed and sealed and **superscribed** as “**Technical bid** (as per Annexure A) for Transit Home **at DELHI**” and should also contain the name, mobile no. and address of the bidder on the cover.
    - **Tender fees of Rs.2000/-** and Earnest Money Deposit of Rs.5000/- in the form of D.D./ Pay order (separately) in Favour of Central Bank of India, Regional Office Delhi-South, Payable at Delhi should be submitted with Technical Bid envelope.
    - **Second cover** – Financial Bid cover – This cover should contain Part II of the application duly signed by the bidder/s in all pages. This cover should be closed and sealed and superscribed as “**Financial Bid** (as per Annexure B) for Transit Home **at DELHI**” and should also contain the name, mobile no. and address of the bidder/s on the cover.
    - **Third cover** – Both the first and second cover should be placed in the third cover and should be superscribed as “**SEALED TENDER FOR TRANSIT HOME AT DELHI** and to **be addressed to Central Bank of India, Business Support Department, Regional Office, -Delhi-South (at 3<sup>rd</sup> Floor 54, Desh Bandhu Gupta Road, Karol Bagh, New Delhi-110005 last date for submission of Tender: 30.04.2024 at 04:00 PM.**
  2. **Place for submission** – Central Bank of India, Business Support Department, Regional Office, -Delhi-South (at 3<sup>rd</sup> Floor 54, Desh Bandhu Gupta Road, Karol Bagh, New Delhi-110005.
  3. Tenders (Technical bid) will be opened at the Regional Office, on **01.05.2024 at 11:00 am** or **at any date decided by the Bank in due course.**



4. Bidder should ensure that the tender is received by the Bank before the date and time specified and no consideration whatsoever shall be given for postal or any kind of delay. ~~-----Tenders received after the specified date and time are liable to be rejected and the decision is at the sole discretion of the Bank.~~
5. Central Bank of India reserves the right to accept or reject or cancel any or all tenders without assigning any reason thereof and also reserve the right to place the order to any technically suitable Bidder/s who may not be the lowest as it deemed fit and proper.
6. Only unconditional tenders will be accepted. Any conditional tender will be liable for rejection. Any bidder desire of imposing any condition having financial implication should load the tender appropriately and should not put any condition in the tender.
7. Bank will shortlist the offers based on information provided in Technical Bid tender in accordance with Bank's requirement, viz., location of the hotel, accessibility for **AIIMS/GREEN PARK** (the hotel near **AIIMS/Green Park** or in the vicinity shall have a preference), total number of room in the hotel (hotel having more number of rooms shall have a preference), overall atmosphere/ambience, parking space provided, amenities & other infrastructure provided (like lift, back up DG set, etc.) and other essential requirements spelt out in Technical Bid.
8. The Financial Bid would be opened after short listing of Offers based on Technical Bid. Financial bid would be opened only for those short listed offers, on a future date and will be intimated to the short listed bidders at a later date.
9. Banks decision on selection of the prospective offer is final.
10. In case of dispute the decision of the Bank will be final and binding on all.
11. **Rent:** The Bank shall start paying the rent from the date of taking of possession from the owners. Before taking possession, it shall be ensured that necessary alterations agreed to be carried out by the landlord have actually been carried out to the bank's satisfaction. Joint measurement of the premises will be taken based on floor area.
12. **Execution of the lease Documents:** Once the rooms are taken on lease by the Bank, the lease deed as per the Bank's Standard lease format shall be executed and it shall be registered with the appropriate authorities. The stamp duty charges relating to the registration shall be borne by the landlord and Bank on 50:50 basis.

For Central Bank of India,

**REGIONAL HEAD  
REGIONAL OFFICE,  
DELHI-SOUTH**



(Proforma for Technical Bid)

To,  
Regional Head,  
Central Bank of India,  
Regional Office,  
Delhi South

**REG:** Technical Bid for Transit Home at **DELHI**

**REF:** Your advertisement dated \_\_\_\_\_ published in..... News Paper and at Bank's website

OWNERSHIP DETAILS			
1	NAMES & ADDRESSES OF THE HOTEL	Telephone/ Mobile No.	
		E- mail	
		Website	
2	NAME AND ADDRESS OF THE OWNER		
3	NAME AND ADDRESS OF THE AUTHORISED OFFICIAL / PA HOLDER		
4	<b>IF THE HOTEL IS READY FOR USE</b>		
	Year of construction		
	Type of building/construction Details of the Building. RCC Construction or Load Bearing Brick Construction (please mention)		
	Whether plans are approved by the local authorities Yes/No.		
	Whether NOC from the department obtained – Yes/No.		





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**GENERAL :**

1. The tender (both Technical and financial bids) shall be signed on all pages only by the authorized signatory.
2. Rent quoted shall be net inclusive of all taxes, cesses, charges etc. related to the premises, till the tenure of lease, including extended tenure, if any, as per financial bid format only by filling up all three columns (under Rate, Carpet Area, Total Rent Payable) and signed only by premises Owner / Power of Attorney Holder.
3. The offer shall be valid for Four months from the date of opening of Price Bid.
4. The Hotel shall execute the Lease Deed Agreement in Bank's standard format.
5. The lease period shall be minimum 10 years certain with one or two option periods of 5 years each in favor of Bank after expiry of initial lease period.
6. Enhancement in rent expected after the end of the original lease period of 10 years -

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NOTE: Quote in percentage only

*Rates should not be mentioned here or anywhere in **Technical Bid**.*

**DECLARATION**

I / We confirm that the above particulars are correct to the best of our knowledge. I / We will give the consent as per your Banks standard Performa if you find our premises suitable.

PLACE:

SIGNATURE:

DATE :

NAME

Encl:

Documents for proof of owner ship (Tax receipt/Electricity Bill)

Location map

1. Photographs showing exterior as well as interior
2. Certificate from Ministry of Tourism, Government of India for 3 star rating of the hotel



(Proforma for Financial Bid)

To,  
Regional Head,  
Central Bank of India,  
Regional Office,  
Delhi-South

Reg Financial Bid for Transit Home at **Delhi** .

Ref Your advertisement dated dd/mm/yyyy published in..... Newspaper and on Bank's website

Dear Sir,

In continuation with the Technical Bid submitted by me / us in respect of hotel situated at

.....,

I / We hereby offer the 3(tick whichever applicable) rooms on lease / rental basis as under :-

Rent per room per month Rs. ....+GST (Rupees .....  
.....+ GST )

Total for 3 rooms per month Rs. .... (Rupees .....  
.....+GST)

The rate quoted is inclusive of all taxes, cess, service charges, parking charges, etc. and also the amenities for the rooms as detailed in the Technical bid but excluding GST)

Yours faithfully,

( Name..... )

Place : .....

Date : .....