

THE BHAVNAGAR DISTRICT CO-OPERATIVE BANK LTD. BHAVNAGAR

“SAHKAR BHAVAN”, 13, GANGAJALIYA TALAV, BHAVNAGAR - 364001.

PART - A: TECHNICAL BID

Purchase of Ready office building along with land for new head office
of Bank

TENDER SUBMITTED BY:

NAME :

ADDRESS :

"No Brokerage will be paid to any Broker"

NOTICE INVITING TENDERS

The Bhavnagar District Co-operative Bank Ltd (herein after referred to as 'BDCB/ the **Bank**'), having its Main office at Sahkar Bhavan, 13, Gangajaliya, Talav, Bhavnagar- 364001. Invites Bid Via tenders from reputed builders / developers / Land owner's for outright purchase of Office Building along with Land area of Aprox 1900 to 2000 Square - Yards in Bhavnagar for its Top Executives and main admin Building. Preference will be given to ready built Office. Ready built Office mean Office complete in all respects and possession being given to the Bank within 12 months from the date of the Letter of Intent (LOI). All the necessary permissions and certifications from the concerned local authorities shall be in scope of Bidder. The property should be free from all encumbrances and the owner must have a clear and marketable title on the same. The Office Building likely to be ready for occupation with guaranteed possession and permanent water / electricity connection, **Building Use Permission (BU)** within **12 months** from the date of the LOI may also be considered at Bank's discretion. The location, area requirements (Built-up area}, the schedule of dates for pre-bid meeting and final submission of the bid etc. are tabulated for easy comprehension.

Building Use Permission (BU) must be available **within 12** months of LOI.

The building and Office must be completed in all respect like completion of Civil and structural work up to top floor including terrace work, Installation and commissioning of lift including obtaining license from competent authority, lift machine room, its electrical connection, functioning of lift, laying of electrical wiring, electrical panels, switchboards, electrical meters etc. connection to all floors and NOC from electrical supply authority, Installation of all electrical fittings, testing and making them functional. Air-conditioners duct and system, running of AC plant, testing of cooling, etc. if offered by the Builder. Installation of all waterlines, sanitary and plumbing fixtures and testing of the same, Completion of flooring and dado work, ceiling, doors and windows, kitchen platform, modular kitchen, internal as well as external painting/ facade as agreed, completion of drainage work, pathway, approach road work, municipal water connection, water tank (overhead and underground), electrical HT connection and compound development in all respect including all amenities as agreed.

During inspection / visit by the building committee, the committee will make assessment of the stage of progress of the building based of the above parameters to ensure that the Builder will be in a position to handover the possession of the Office within 12 months from date of LOI.

Detail requirements of office

Bank is looking for Admin Building on Approx. Land area of 1900 to 2000 square yards and on which approx. construction area will be 30,000 – 40,000 Square Feet built-up area with Requirement to Accommodate as below

- ◆ Chairman Office along with Anti chamber room
- ◆ Vice- Chairman Office
- ◆ Separate Exclusive waiting area for Chairman & Vice Chairman
- ◆ Conference Room
- ◆ Executive Dining Area
- ◆ Staff Dinning Area
- ◆ Board room
- ◆ Canteen Area
- ◆ CEO & General Manager Office
- ◆ Senior Personal Office Aprox 8-10
- ◆ Staff area Branch Wise
- ◆ Training Area
- ◆ Larger Reception in Building
- ◆ Record Room
- ◆ Dormitory For Visitor's To Building
- ◆ Sufficient Parking area in Basement & Ground Floor
- ◆ Auditorium
- ◆ Bank Branch with safe deposit vault & ATM

Note:

- i. The offer with built-up area of office of specific configuration, 10% variation shall also be considered.
Subject to approval From Bank, Bank's Decision is Final in this Case.
- ii. The Offers beyond above locations will not be entertained.

Schedule of Events:

SN	Particulars	Details
1	Name of Work	Purchase of Admin Office Building Along With Land - Gadhechi vadla to Aakhlol Jakatnaka main road at Bhavnagar
2	Nature of Work	Outright purchase of ready built Office Area
3	Time allowed for Handing over the possession	12 Months from the date of Letter of Intent (LOI)
4	Earnest Money Deposit (EMD)	Rs. 2,00,000.00 (Rupees Two Lakh only) by means of Demand Draft / Bank Guarantee
5	Tender Fees	Rs. 1,500/- (Fifteen Hundred Rupees Only)
6	Date of availability of Tender documents	From 02/09/2025 to 11/09/2025 up to 17:00 on Bank's Website
7	Last date and time for receipt of written queries.	By 17:00 on 08/09/2025 On Email. admin@bhavnagardcb.in
8	Pre-Bid Meeting	Not applicable.
9	Date and Time of opening	On 12/09/2025 by 11:00 AM

Purpose:-**INSTRUCTIONS TO BIDDER**

Outright purchase of ready built office building for Admin & Office building for the use of Bank's Top Executives.

Invitation:-

Builders / Developers themselves to sale office building along with land as per requirement provided in Notice Inviting Tenders are invited to submit their technical and commercial proposal in response to this Tender. The criteria and the actual process of evaluation and subsequent selection of the Successful Bidder will be entirely at the Bank's discretion. We seek proposals adhering to the Bank's requirements in this tender.

This Tender document is not an offer by the Bank, but an invitation to receive responses from the Bidders. No contractual obligation whatsoever shall arise from the Tender process unless and until a formal contract is signed and executed by duly authorized official(s) of the Bank with the Successful Bidder.

Definitions:-

In this connection, the following terms shall be interpreted as indicated below:

'Bank' means The Bhavnagar District Co-Operative Bank Ltd. Premises having its Office at Sahkar Bhavan, 13, Gangajalia Talav, Bhavnagar – 364001. and includes its representatives, successors and assigns.

'Bidder / Bidder' means an eligible entity / firm / seller submitting the Bid in response to this RFP.

'Bid' means the written reply or submission of response to this RFP

'Sale Agreement / Deed' means the agreement executed and registered between the Bank and the successful Bidder, as recorded in the contract form signed by the authorized representatives of parties, including all attachments and appendices thereto and all documents incorporated by reference therein by which conveyance of title takes place.

'Builder / Developer' means the entity who intends to sell the constructed Office.

Built-up area: The built-up area of a Building alone will be measured at its floor level by measuring out to out dimensions between exterior plastered surfaces of external walls '**Contract value**' means the value of the entire work as stipulated in the work order conveying acceptance of the tender subject to such additions thereto or deductions there from as may be made under the provision herein after contained.

Governing Language:-

The governing language shall be English or Gujarati

Disclaimer:

- i. This RFP is not an offer by The Bhavnagar District Co-Op Bank Ltd, but an invitation to receive responses from the eligible Bidders.
- ii. The issue of this RFP does not imply that the Bank is bound to select a Bidder or to award the contract to the Selected Bidder, as the case may be, for the Project and the Bank reserves the right to reject all or any of the Bids or Bidders without assigning any reason whatsoever before issuance of purchase order and/ or its acceptance thereof by the successful Bidder as defined in Award Criteria and Award of Contract in this RFP.
- iii. The information contained in this RFP or information provided subsequently to Bidder(s) whether verbally or in documentary form/ email by or on behalf of bank, is subject to the terms and conditions set out in this RFP.
- iv. The purpose of this RFP is to provide the Bidder(s) with information to assist preparation of their Bid proposals. This RFP does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information contained in this RFP
- v. The Bank, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, or information contained therein or deemed to form or arising in any way for participation in this bidding process. vi. The Bidder is expected to examine all instructions, forms, terms, and specifications in this RFP. Failure to furnish all information required under this RFP or to submit a Bid not substantially responsive to this RFP in all respect will be at the Bidder's risk and may result in rejection of the Bid.

Bid Integrity:-

Willful misrepresentation of any fact within the Bid will lead to the cancellation of the contract without prejudice to other actions that the Bank may take. All the submissions, including accompanying documents, will become property of The Bhavnagar District Co-Operative Bank Ltd and the documents/drawings/copies of approvals etc. will not be returned to the Bidder under any circumstances.

Statutory and Other Requirement:

- a) Must be ready built Office and possession being given to the Bank **within 12 months** from the date of the LOI.
- b) All the necessary permissions and certifications from the concerned local authorities like Commencement Certificate, Occupation Certificate, Structural Stability Certificate, Fire NOC, should be in place for occupation of the Office.
- c) Passenger and luggage lifts as per the guidelines of National Building Code and local byelaws.
- d) Provisions of installations of ACs in all rooms with drainpipe, copper pipe and power point.
- e) Sufficient Car Parking in Basement & On Ground Floor
- f) 24 hrs. water and power supply
- g) Proper firefighting and security arrangements
- h) Proper sanitary / sewerage system with provision to keep building waterlogging free during monsoon.
- i) The offers with Built-up area of office with $\pm 10\%$ variation shall also be considered.
- j) The Offers beyond above locations will not be entertained.
- k) Other Eligibility Criteria as per Notice inviting Tender
- l) The Bank reserves the right to amend, rescind or reissue the RFP, at any time prior to the deadline for submission of Bids. The Bank, for any reason, whether, on its own initiative or in response to a clarification requested by a prospective Bidder, may modify the RFP, by amendment which will be made available to the Bidders by way of corrigendum/addendum. The interested parties/Bidders are advised to check the Bank's website and e-tender Portal regularly till the date of submission of Bid document specified in the Schedule of Events / email and ensure that clarifications / amendments issued by the Bank, if any, have been taken into consideration before submitting the Bid. Such amendments/ clarifications, if any, issued by the Bank will be binding on the participating Bidders. Bank will not take any responsibility for any such omissions by the Bidder. The Bank, at its own discretion, may extend the

Contents of Bid Document:-

All the parts of this tender documents i.e., Tender Notice, General Condition of the Contract and Instructions to the Bidders, Offer Letter, Annexures etc. shall constitute part of the contract document

- I. The Bidder must thoroughly study / analyze and properly understand the contents of this RFP, its meaning and impact of the information contained therein.
- II. Failure to furnish all information required in this RFP or submission of Bid not responsive to this RFP in any respect, will be at the Bidder's risk and responsibility and the same may result in rejection of its Bid.
- III. The Bid documents prepared by the Bidder, as well as all correspondences relating to the Bid exchanged by the Bidder and the Bank and supporting documents and printed literature shall be submitted in English.
- IV. All the required documents should be signed by the authorized person(s) only. The person(s) signing the bid shall sign all pages of the bid and rubber stamp should be affixed on each page except for an un-amended printed literature. The bidder should submit a copy of board resolution or power of attorney showing that the signatory has been duly authorized to sign the tender document.
- V. The information provided by the Bidders in response to this RFP will become the property of the Bank and will not be returned. Incomplete information in Bid document may lead to non-consideration of the proposal.
- VI. The Bank will examine the Bids to determine whether they are complete, required formats have been furnished, the documents have been properly signed, EMD for the desired amount and validity period is available and the Bids are generally in order.

Taxes & Duties:-

- I. The Bidder shall be liable to pay all corporate taxes and income tax that shall be levied according to the laws and regulations applicable from time to time in India.
- II. Tax Deduction at Source : Wherever the laws and regulations require deduction of such taxes at the source of payment, the Bank shall affect such deductions from the payment due to the Bidder. The remittance of amounts so deducted and issuance of certificate for such deductions shall be made by the Bank as per the laws and regulations in force.
- III. Stamp Duty : Bank Will Pay Stamp Duty as per Amount of Bid Above the price mentioned in tender
- IV. GST : Bank will pay GST as per Amount of Bid Above the price mentioned in tender.
- V. Compliance with all applicable laws : The Bidder shall undertake to observe, adhere to, abide by, comply with all laws in force or as are or as made applicable in future, pertaining to or applicable for all purposes of this RFP and shall indemnify, keep indemnified, hold harmless, defend and protect the Bank and its employees/ officers/ staff/personnel/representatives/agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.
- VI. Compliance in obtaining approvals/permissions/licenses : The Bidder shall promptly and timely obtain all such consents, permissions, approvals, licenses, etc., as may be necessary or required for any of the purposes of this RFP/BID DOCUMENT under any applicable Law, Government Regulation/ Guidelines and shall keep the same valid and in force during the term of the project, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate the Bank and its employees/officers/staff/personnel/representatives/ agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from and the Bank will give notice of any such claim or demand of liability within reasonable time to the Bidder.

BID COVERING LETTER

Annexure - I

Dear Sir,

Tender for Purchase of Admin Office building of Size 30,000 – 40,000 Sq-ft on approx. Land area of 1900 - 2000 Square yard built up area.

- I. I / We have examined the above RFP/BID DOCUMENT, the receipt of which is hereby duly acknowledged and subsequent pre-Bid clarifications/ modifications / revisions, if any, furnished by the Bank.

While submitting this Bid, I / We certify that:

- II. The undersigned is authorized to sign on behalf of the Bidder and the necessary support document delegating this authority is enclosed to this letter.
- III. Prices submitted by me / us have been arrived at without agreement with any other Bidder of this RFP/BID DOCUMENT for the purpose of restricting competition.
- IV. The prices submitted by me / us have not been disclosed and will not be disclosed to any other Bidder responding to this RFP/BID DOCUMENT.
- V. The rate quoted in the price bids are as per the RFP/BID DOCUMENT and subsequent pre- Bid clarifications/ modifications/ revisions furnished by the Bank, without any exception
- VI. I / We agree to abide by all the terms and conditions of this RFP/BID DOCUMENT, and the rates quoted therein by us for the premises to be provided to the Bank will be valid up to the period prescribed in the Bid, which shall remain binding upon us
- VII. I / We understand that you are not bound to accept the lowest or any Bid you may receive and you may reject all or any Bid without assigning any reason or giving any explanation whatsoever.
- VIII. If our Bid is accepted, I / We undertake to enter into and execute, when called upon by the Bank to do so, a contract as per the RFP/BID DOCUMENT and I / We shall be jointly and severally responsible for the due performance of the contract.

Our Bid shall remain valid for 180 days from last date of submission of bid. Dated this day of 2025

(Signature) (Name) (In the capacity of)
Duly authorized to sign and Bid for and on behalf of

Seal (in case of registered entity) with date below the signature

Annexure - III

(TO BE FILLED AND SUBMIT ALONG WITH RELEVANT DOCUMENTS)

S.n.	Particulars	Bidder's Response
1	Reference No.	
2	Details of Tenderer / Firm / Builder / Owner	
2.1	Name of the Owner/ Co./ Firm/ Promoters, etc.	
2.2	Full Postal Address with contact number and e-mail Id	
2.3	Name of Contact Person duly authorized, mobile / phone number and e-mail Id	
2.4	EMD details Amount (Rs.): Demand Draft/ BG No.: Name of the Bank: Date:	
2.5	Status of tenderer / firm: (a) (Whether Proprietary / Partnership / Pvt. Ltd. / Public Ltd. etc.) (b) Marketability of Title of the Tenderer	
3.1	Solicitor's / Advocate's Name & address along with Phone / Mobile / Fax nos. and e-mail Id	
3.2	Detailed report of the Solicitor / Advocate for marketability of titles is to be enclosed:	
4.1	Name of the Building Offered	
4.2	Address of the land / Building	

5.	Details of land / site (Relevant documents to be submit)	
5.1	Ownership of the land (Relevant documents to be submit)	Free Hold / Lease Hold
5.2	Size of plot (Relevant documents to be submit)	
	a) Frontage in ft.	
	b) Depth in ft.	
5.3	a) Area of the plot (Relevant documents to be submit)	
5.4	Topography of the land / site	Level / Undulated / Slopping / Low lying
5.5	Source of water supply to the building	
5.5 (a)	Any establishment easements regarding Right of way / passing for mains of water/ Electricity	
5.6	Does site or portion fall within railway / national highway and Whether underground cable Traverses the site.	
5.7	Site plan of the Land / site to be enclosed	
6.	Details of locality	
6.1	Character Type of Locality	Residential/ Commercial/ Shopping
6.2	Whether the locality is free from Special hazards like fire / flood etc.	
6.3	Whether the locality has protection from adverse influence such as	
	a) Encroachment	
	b) Industrial Nuisance, smoke, noise etc.	

6.4	Locality's proximity to the following places	
	a) Railway	
	b) Market Place	
	c) Schools/ Colleges/ Universities	
	d) Hospitals	
	e) Bank	
	f) Bus stand	
	g) Aerodrome	
	h) Post office	
7	Details of boundary and adjacent	
7.1	Boundary of the property	
	a) North b) East c) South d) West	
8	Payment Terms	Bidder should propose Payment Terms Along with Financial Bid.

Annexure - II

Bank Have Prepared A Approved Make List For Their Preference, If Bidder Wish To Change / Or They Have Used Any Other Brand In That Case Bidder Has To Mention In Tender

CIVIL WORK – APPROVED MATERIAL LIST		
Sr. No.	Item	Approved
1.	Ordinary Portland Cement	Ultratech, Hathi, Sanghi, Ambuja, Wonder Or Eq.
2.	White Cement	Birla, J.K.
3.	TMT FE-500D CRS Fusion Bonded Epoxy Coated	Crown, Diamond, SR, Kamdhenu, Nilkanth Or Eq.
4.	Bricks / Sand Base Light Weight Block	FCON, DNX, Infra, Hathi or Eq.
5.	Paver Block	Rubber Mold 60 Mm & 80 Mm
6.	Shuttering Plywood	Ristil, Anchor, Green Or Eq.
7.	Ceramic Tiles	Simpolo, Cera, Kajaria, Millennium Or Eq.
8.	Glazed Tiles	Simpolo, Cera, Kajaria, Millennium Or Eq.
9.	Glass Mosaic	Simpolo, Cera, Kajaria, Millennium Or Eq.
10.	Vitrified Tiles	Simpolo, Cera, Kajaria, Millennium Or Eq.
11.	Paving Tiles	Simpolo, Cera, Kajaria, Millennium Or Eq.
12.	Construction Chemical	Champion, ABS, Roff, Dr. Fixit Or Eq.
13.	Paint & Primer	Berger, Asian, Birla, Or Eq.
14.	Putti	Berger, Asian, Birla, Or Eq.
15.	Sanitary	Cera, Ganga, Plumber, Or Eq.
16.	Aluminum Section	Jindal, Banko, Ais Or Eq.
17.	Aluminum Finish	Color Anodized / Pure Polyester Powder Coating Or Eq.
18.	MS Rolling Shutter	Sarvottam, Sarvoday, Gandhi Or Eq.
19.	Window Locks Cum Handle	Alualpha, Giesse Or Eq.
20.	Anti – Termite Chemical	Chloropyriphos / Biflex Tc / Lindane Or Eq.
21.	PVC Sleeve	Astral, Prince, Or Eq.
22.	Water Proofing	Bitumen Coating Or Eq.
23.	Lift	Omega, Lumitq, Express Or Eq.
24.	Glass	Modigaurd / Saint Gobain
25.	Railing	S.S. 304 Jindal Along With Glass
26.	Electrical Wire	KEI / Finolex / R R Kabel / Polycab Or Eq.
27.	Switches & Accessories	Hifi (Dingo) / Anchor Or Eq.

INTERIOR WORK – APPROVED MATERIAL LIST		
Sr. No.	Item	Approved
1.	BWP Plywood	Euro, Green, Century Or Eq.
2.	Commercial Plywood (BWR / MR)	Euro, Green, Century Or Eq.
3.	MDF Plywood	Green, Pesa, Or Eq.
4.	Locks	Godrej, Plus Point, Crom Or Eq.
5.	Float Glass / Mirror	Modigaurd / Saint Gobain or Eq.
6.	Chairs	HOF / Godrej / D Furn
7.	Table	HOF / Godrej / D Furn
8.	Venner	Royal touch, Greenlam, Euro Or Eq.
9.	Laminates	Royal touch, Greenlam, Euro Or Eq.
10.	Hardware	Ozone, Godrej, Plus Point, Crom Or Eq.
11.	Sofa	Providing & Supplying GEEKEN Or Approved Equi. 3 Seater Sofa With Wooden Frame, Chrome Plated Leg, Fabric Tapestry, (Basic cost of Tapestry Rs.800/- Rft)
12.	Mattress	Sleepwell
13.	Curtain	Roller Curtain

PRICE BID FORM

(Excluding stamp duty, registration charges and GST)

Part A: Cost of the Office:

Sr No	Description	Size in sq. feet	Rate in Sq. feet	Amount
1	Total Built up area of Building			

* Bidder Should Have to GST terms

Proposed payment terms: (To be filled by the Bidder)