



BANK OF MAHARASHTRA
Corporate Services Department
Head Office
LOKMANGAL,1501, SHIVAJI NAGAR, PUNE 411 005

TENDER DOCUMENT FOR
Requirement/Hiring of ready to move (Plug & Play) Commercial
property, having about 600 Work Stations, on Lease basis for IT
related establishment of Bank at Baner / Balewadi / Hinjewadi /
Kharadi / Hadapsar, Pune

Date of Issue of tender	02.01.2023
Pre Bid Meeting on	12.01.2023 at 4.00 p.m. at the above address.
Last date of submitting the Tender Form	23.01.2023 up to 3.00 p.m.
Date of opening of	23.01.2023 at 3.30 p.m.



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TENDER NOTICE

Requirement of ready to move (Plug & Play) Commercial property, having about 600 Work Stations, on Lease basis for IT related establishment of Bank at Baner / Balewadi / Hinjewadi / Kharadi / Hadapsar, Pune

1. Bank of Maharashtra, Corporate Services Department, Head Office Lokmangal 1501 Shivajinagar Pune 411005 invites sealed tenders in **two Bid System** i.e. Technical Bid and Financial/Price Bid from the eligible builders/owners having valid Power of Attorney(PoA), for hiring ready to move (Plug and Play model) Commercial Premises on Lease basis for IT related establishment of Bank at Baner / Balewadi / Hinjewadi / Kharadi / Hadapsar, Pune within 15-20 K.M. from its Head Office at Lokmangal"1501, Shivajinagar Pune 411005. Real estate Agent/broker are strictly barred for participation of bid process.
2. The interested parties can download the Tender forms from our website i.e. www.bankofmaharashtra.in Details of tender documents are given on our Website-www.bankofmaharashtra.in (under Tender Documents).
3. Tenders downloaded from the website will have to be submitted along with the tender cost of Rs.500/- (non-refundable) at the time of submission of tender in the form of Demand Draft / PO favouring "Bank of Maharashtra" payable at Pune.

1	Date of Issue of tender	02.01.2023
2	Pre Bid Meeting on	12.01.2023 at 4.00 p.m. at the above address.
3	Last date of submitting the Tender Form	23.01.2023 up to 3.00 p.m. at Bank of Maharashtra, Corporate Services Dept, Head Office, Lokmangal, 1501 Shivajinagar, Pune 411005
4	Date of opening of Technical Bid	23.01.2023 at 3.30 p.m. at above address. The Bidders are requested to remain present at the time of opening of the Technical Bid.
5	Interest free Security Deposit	Rs.1,00,000/- by way of DD in favor of Bank of Maharashtra payable at Pune.
6	Cost of tender document	Rs.500/-[non refundable] by way of DD in favor of Bank of Maharashtra payable at Pune.
7	Tender Forms	Available on our website www.bankofmaharashtra.in from 02.01.2023



INSTRUCTIONS TO BIDDERS/TENDERES

4. Sealed Tenders in two bid system i.e. Part I containing Technical Bid and Part II containing Financial/Price Bid should be submitted in separate covers and to be inserted in tender box kept at Reception, ground floor, Lokmanagal, 1501, Shivajinagar, Pune.

Envelope No. I: Technical Bid, duly completed in all respects and signed, be put into this envelope and sealed. This envelope should contain Technical Bid (Part only & it should be superscribed as "Technical Bid for requirement of ready to move Commercial Premises". The name of bidder, address and contact number must be written on the envelope.

5. **Envelope No. II:** The DD for Rs.500/- favouring Bank of Maharashtra payable at Pune being cost of tender document and **Interest Free Security Deposit of Rs.1,00,000/- in the form of DD** favouring Bank of Maharashtra payable at Pune be placed into this envelope & it should be superscribed as "Interest Free Security Deposit and Cost of Tender".

Technical bid without this DD of Rs.1,00,000/- and Rs.500/- is liable to be rejected.

6. **Envelope No. III:** Financial bid duly completed & all papers & attachment duly signed be put into this envelope and sealed. This envelope should contain Financial/Price Bid (Part II) only & it should be superscribed as "Financial/Price Bid for requirement of ready to move Commercial Premises". The name of bidder, address and contact number must be written on the envelope.

7. **Envelope No. IV:** The above three sealed envelopes No. I, II & No. III be placed into envelope No. IV and sealed (i.e. envelope marked as IV, will contain three envelopes marked as I, II & III). This envelope marked as No. IV would be superscribed as "Offer for requirement of ready to move Commercial Premises". The name of bidder, address and contact number must be written on the envelope.

8. The bids not submitted in separate covers as above shall be liable to be rejected.

9. **Offers from Brokers/Intermediaries will not be entertained as Bank does not pay brokerage / commission.** Canvassing in any form will disqualify the Bidder/tenderer.

10. For further information, please contact: Assistant General Manager (Civil Engineer) Corporate Services Department, Head Office, Lokmangal, 1501, Shivaji Nagar, Pune - 411005 or on Phone no.020-25614239/243.

11. The interested Bidders are requested to remain present at the time of opening



of the Technical Bid. After opening the Technical Bid, the qualified bidders would be called for opening of Financial/Price Bid. Date & time of opening of "Financial/Price Bids" will be communicated to qualified Bidders separately.

12. Bank of Maharashtra reserves the right to reject any or all tenders without assigning any reasons whatsoever.

13. **Preferred Locations: BANER, BALEWADI, HINJEWADI, KHARADI, HADAPSAR**

14. Above locations are indicative only. Preference will be given to nearer locations. Bank reserves the right to alter any or all locations. Bank also reserves the right to add or to delete any /or all locations or cancel the bids without assigning any reason there for. Bank reserves the right to accept a bid for a location other than mentioned hereinabove.

Place :Pune
Date :02.01.2023

Assistant General Manager
(Civil Engineer)
Corporate Services



Tender Document

Requirement/Hiring of ready to move (Plug & Play) Commercial property, having about 600 Work Stations, on Lease basis for IT related establishment of Bank at Baner / Balewadi / Hinjewadi / Kharadi / Hadapsar, Pune

1. Bank of Maharashtra, Head Office invites sealed tenders in **two Bid System** i.e. Technical Bid and Financial Bid from the eligible vendors/builders/owners/owners having valid Power of Attorney(PoA), for hiring ready to move (Plug & Play) commercial premises on Lease basis within a radius of about 15 to 20 Kilometers from its Head Office at Lokmangal” ,1501,Shivajinagar,Pune411005. Real estate Agent/broker are strictly barred for participation of bid process.
2. The interested bidders/parties may submit application for hiring ready to move (Plug & Play) commercial premises on Lease basis.
3. Further to serial no.2 above, Bank would give first preference to properties offered by Govt./Quasi Govt./Semi Govt. Authorities.. Bank’s decision in this regard will be final and binding.

4. GENERAL TERMS AND CONDITIONS:

- 4.1 The terms and conditions/tender notice/advertisement etc. shall form part of the tender document to be submitted by the vendor to Bank of Maharashtra hereinafter referred to as “Bank”.
- 4.2 Tender document received by the Bank after due date and time i.e. after **3.00 p.m. on 23.01.2023** shall be rejected outright.
- 4.3 All vendors are requested to drop the tender documents (TECHNICAL BID AND FINANCIAL/PRICE BID) duly filled, signed & supported by relevant documents in tender box kept at reception, ground floor, Lokmangal, 1501 Shivajinagar, Pune 411005 on or before **3.00 p.m. on 23.01.2023**.
- 4.4 All columns in the tender document must be duly filled in and no column should be left blank. **“Nil” or “Not Applicable” should be marked** where there is nothing to report. All the pages of the tender documents should be signed by the bidder /authorized signatory of the bidder/tenderer. Any over-writing or use of white ink should be duly authenticated by the tenderer. The Bank reserves the right to reject incomplete tenders or in cases where information submitted is found incorrect.
- 4.5 In case the space in the tender document is found insufficient, the vendor may use separate sheets to provide full information. (As far as possible space provided for in the format must be used. Please do not write refer to Annexure etc.)
- 4.6 **The offer should remain valid for a period of 90 days from the date of opening of Financial Bids.** During the validity period of the offer, the vendor should not withdraw / modify the offer in terms of price and other terms and conditions quoted in the technical and price bids. In this regard, the undertaking be submitted along with the Technical Bid as per the prescribed format.
- 4.7 Preferences are as mentioned under serial no 3 above.



- 4.8 There should not be any deviations in the terms & conditions as stipulated in the tender document. However, in the event of imposition of any other condition, which may lead to deviation with respect to the terms & conditions as mentioned in the tender document, the vendor is required to attach a separate sheet marking “list of deviations”. **Bank is not under obligation to accept the said deviation and his bid/tender is liable for rejection.**
- 4.9 Canvassing in any form will automatically disqualify the bidder/tenderer. Bank does not pay brokerage.
- 4.10 Commercial Premises offered should be situated in good area in specified locations with congenial surroundings and proximity to public amenities like railway station, Metro Station, bus stop, bank, market, hospitals, etc. The property shall not be prone to water logging.
- 4.11 **Carpet area:**
- The carpet area would mean the usable carpet area at any floor level and include area occupied by all internal partitions, internal columns, internal door jams, internal balconies, internal bathrooms, internal lavatories and internal kitchen and pantry. Joint measurement will be taken in the presence of bank officials and Bidder/vendor /his authorized representative for computing/finalizing the exact carpet area. For computation of the carpet area, the definition adopted in this tender will be the covered areas excluding the outer walls.
- 4.12 A pre-bid meeting of all the intending bidders/tenderers desirous of attending shall be held on **12.01.2023 at 4.00 p.m. at** Bank of Maharashtra, Corporate Services Department, Lokmangal, 1501, Shivajinagar, Pune - 411005 where the intended Bidders can have detailed dialogue regarding the tender, procedure for filling-in the Technical Bid, Financial Bid or any other matter / clarifications concerning the tender.
- 4.13 Technical Bids will be opened on **23.01.2023 at 3.30 p.m. at** Bank of Maharashtra, Corporate Services Department, Lokmangal, 1501, Shivajinagar, Pune - 411005 in the presence of the bidders/tenderers/authorized representatives. All the bidders/tenderers are advised in their own interest to be present for the same on the date at the specified time.
- 4.14 The short-listed commercial properties will be visited by a committee of Bank Officials.
- 4.15. The particulars of property should be furnished in the Technical Bid. Details of measurements of the commercial premises offered should invariably be furnished in the Technical Bid.
- 4.16. Plans duly approved by municipal authorities/competent authority should be submitted along with the Technical Bid.
- 4.17. All the legal documents required by the Bank for verification of the title clearance of the property should be submitted. Title & search report should not be older than 6 months.
- 4.18. The following documents should be enclosed with the Technical Bid/offer:



- a) Copy of sanctioned plan .
 - b) Copy of Title search Report .
 - c) Completion Certificate/Occupancy Certificate
 - d) Copy of latest property Tax paid bill & receipt
 - e) Certificate of compliance related to IT Infrastructure, if any
 - f) Permission for the commercial use of the premises from the competent authority.
- 4.19. Bank reserves the right to accept or reject any or all the tenders / offers without assigning any reason whatsoever.
- 4.20. The list of locations is indicative only. Bank reserves the right to alter any or all locations. Bank also reserves the right to add or to delete any /or all locations without assigning any reason there for. Bank reserves the right to accept a bid for a location other than mentioned hereinabove.
- 4.21. Page 1 to 19 + 08 pages of Standard Lease Deed Format (including advertisement) will form part of this tender document.

5.00 Procedure to be followed:

- a) After opening the first part of the tenders i.e. the Technical bid, Bank of Maharashtra would carry out the evaluation of the tenders received in response to the advertisement for assessing suitability & short listing of sites.
- b) The technical & financial evaluation sheet is as per Annexure-1 (on Page No.15)
- c) The Commercial premises which are not as per the location indicated or unsuitable or do not meet the laid down criteria would be summarily rejected even without inspection. The Bank's decision about suitability shall be final & binding.
- d) The financial bid envelopes (without opening) of the bidders, which have not been short listed as above, will be returned.
- e) Subject to (c) above, commercial premises, for which offers are received will be visited by a Committee of Bank of Maharashtra for short listing and a preliminary list will be prepared.
- f) The unopened financial bids for the short listed offers which do not qualify on legal grounds or for any other reason would be returned.
- g) A list of those commercial properties found suitable on all counts as above would be prepared.
- h) In case the successful bidder refuses or is reluctant or unable or refrains from executing lease deed or delays it beyond a period of six months from the date acceptance of offer then the **Security Deposit would be forfeited**. The Security Deposit would be non-interest bearing.



- i) The offer should remain valid for three months from the date of opening of financial bids. **This period of three months reckoned from the date of opening of the financial bid.**
- j) Joint measurement of the premises will be carried out and the area is computed.
- k) The financial bids for only those properties, which are technically qualified would be opened by a Committee constituted by Bank of Maharashtra in front of the bidders. The date for the financial bid opening will be intimated to the bidder.
- l) After financial bids are opened, based on criteria of nature of property such as ready possession, free hold, nature of title, location, suitability & rate quoted, suitable decision would be taken by the Bank which shall be final & binding.
- m) The Security Deposit of the unsuccessful bidders will be returned as stated above.
- n) It is clarified that the verified area would be multiplied by the rate quoted and the amount arrived would be considered. If the bidder has quoted the lump sum amount, this lump sum amount and the amount obtained by multiplication of the rate quoted with the verified area would be compared and the lower of the two would be considered.
- o) Discretion of the Committee set up by Bank of Maharashtra for this purpose would be final and binding on all the parties in the bidding process.
- p) In all cases, wherever applicable, the quoted rate/ amount written in words will be considered wherever there is a difference between the quoted amount / rate mentioned in words and figures.
- q) The attached Standard Specimen Format of Lease Deed for premises leased / to be leased to the Bank is only an indicative draft and it is subject to be modified as per the terms of the tender document, the sanction letter given by the competent authority, the specific requirements of the Bank and as per the regulatory requirements with respect to a particular premises.
- r) Initially lease period will be 05 years, if bank desires to renew the same, it shall be on mutually agreeable terms & conditions. The stamp duty and registration charges would be borne by the Bank and owner on 50:50 basis.

6.00 Limitation of Liability

Bidder's aggregate liability in connection with obligations undertaken as a part of the RFP regardless of the form or nature of the action giving rise to such liability (whether in Lease Deed, tort or otherwise), shall be at actual and limited to the Lease Deed.

Bidder's liability in case of claims against the Bank resulting from Willful Misconduct or Gross Negligence of vendor, its employees and Subcontractors or from



infringement of patents, trademarks, copyrights or such other Intellectual Property Rights or breach of confidentiality obligations shall be unlimited.

1. "Willful Misconduct" means any act or omission of a party which is willfully intended to harm the interests of the other party, provided however, that willful misconduct does not include ordinary negligence, an error of judgment or mistake of a person.

2. "Gross Negligence" means an indifference to, and a blatant violation of a legal duty with respect to the rights of the others, being a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both. Gross negligence involves conduct that is extreme, when compared with ordinary negligence. A mere failure to exercise reasonable care shall not be a Gross negligence.

Bank shall not be held liable for and is absolved of any responsibility or claim / litigation arising out of the use of any third party software or products supplied by bidder as part of the RFP.

Under no circumstances Bank of Maharashtra shall be liable to the selected bidder for direct, indirect, incidental, consequential, special or exemplary damages arising from termination of this Agreement, even if Bank of Maharashtra has been advised of the possibility of such damages, such as, but not limited to, loss of revenue or anticipated profits or lost business.

It is expressly agreed between the Parties that for any event giving rise to a claim, Bank shall have the right to make a claim (including claims for indemnification under hiring in this RFP) against bidder.

7.00 Solicitation of employees:

Both the parties agree not to hire, solicit, or accept solicitation (either directly, indirectly, or through a third party) for their employees directly involved in this contract during the period of the Lease Deed and one year thereafter, except as the parties may agree on a case-by-case basis. The parties agree that for the period of the Lease Deed and one year thereafter, neither party will cause or permit any of its directors or employees who have knowledge of the agreement to directly or indirectly solicit for employment the key personnel working on the project contemplated in this proposal except with the written consent of the other party. The above restriction would not apply to either party for hiring such key personnel who (i) initiate discussions regarding such employment without any direct or indirect solicitation by the other party (ii) respond to any public advertisement placed by either party or its affiliates in a publication of general circulation or (iii) has been terminated by a party prior to the commencement of the employment discussions with the other party.

8.00 Indemnity :

The bidder shall indemnify and always keep, The Bank Indemnified against all the losses or damages that would occur on account acts or commission or omission or negligence by the employees of the bidder to the Bank or its property.



Such losses or damages by whatever name called is to be made good by the bidder as per decision of the Bank. "The bidder will defend the Bank for any loss or other liability from third party on account any act of commission or omission or negligence or part of bidder or any of its employees."

The bank is entitled to recover any loss or damage that would occur on account of acts of commission or omission or negligence by the employees of bidder to the bank or its property.

Bidder shall attend the service calls during the Lease period within 24 Working Hours raising service request. In case of failure to meet the above time lines on two consecutive instances, the bank will carry out the work & the same will be deducted/recovered from monthly rent.

Safety Violation: The bidder shall be responsible for the safety of persons employed by him in the premises and shall report serious accidents to any of them, however and wherever occurring in the premises, to the Employer and Owner who shall make every arrangement to render all possible assistance.

9.00 Force Majeure:

Neither Party will be liable for any delay or failure to perform its obligations, if the delay or failure has resulted from circumstances beyond its reasonable control, including but not limited to sabotage, fire, flood, explosion, accident, epidemic, pandemic, civil commotion, strike or industrial action of any kind, riot, insurrection, war, acts of government, political instability, unavailability of communication system, breach or viruses in the process of computer hacking and computer crashes and any other occurrence of this kind listed above, which is not reasonably within the control of the affected party

Each Party agrees to give to the other a fifteen (15) calendar days written notice as soon as reasonably possible on becoming aware of an event of force majeure and such notice shall contain details of the circumstances giving rise to the event of force majeure.

If the event of force majeure continues for a period of more than 30 consecutive days then either party may have the option to terminate the Agreement upon written notice of such termination to the other party.

10.00 Termination:

At any time during the agreed lease period, the Lessee shall be at liberty without assigning any reason to determine and terminate the lease and to vacate from the premises by giving three calendar months' notice to the Lessor and the Lessor will not claim any damages / compensation but the Lessor shall not terminate or determine the lease on any ground whatsoever except on the ground of non-compliance of any of the covenants by the Lessee.



Stamp & Signature of Bidder

MINIMUM REQUIREMENTS:

Description	Requirement
Minimum seating arrangement	For 600 persons [Minimum working space should be as per I T Industry standards]
Lease Period	Initially for 05 years, If bank desires to renew the same, it shall be on mutually agreeable terms. Lease Deed to be executed as per bank's standard format attached to this tender.
Infrastructure	Fully furnished, air-conditioned, with full power supply back up, ready to move in and with a plug & play position.
Cabins	08 cabins
Cubicles (for senior officers)	15
Meeting Rooms	05 - for 5 to 7 persons
Conference rooms	02 – for 20 to 25 persons
Training Hall with projector	01 – for 40 to 50 persons
Storage area	02 having area of about 200 sq.ft.
Car Parking	For minimum 60 cars
Two-Wheeler Parking	For minimum 350 two-wheelers
Toilet	Separate for Gents & Ladies on each floor as per industry standard
Other infrastructure	Pantry, Canteen, Lift, Reception, Genset backup, CC TV, Access Control etc.
Location	Baner, Balewadi, Hinjewadi, Kharadi, Hadapsar
Distance from Head Office, Shivajinagar Pune 411005	Within 20 Kilometers from Head Office



TECHNICAL BID

Name of Location for which offer is submitted: _____

PART A: GENERAL INFORMATION		
Sr.No	Particulars	to be filled by Bidder/Vendor
1	Offer for Commercial Premises at -	
2	Details of bidder/ firm / builder/owner:	
2.1	Name of the Owner/Co./Firm, etc. :	
2.2	Address & Phone No. & E-mail	
2.3	Name of the contact person & Phone No.:	
2.4	Constitution of vendor / firm: (Whether Proprietary / Partnership /Pvt. Ltd. / Public Ltd. / PSU etc.): Name of Partners/ Directors & Phone Nos.	
3	Details of Property:	
3.1	Location & Address of the Commercial Premises offered.	
3.2	Distance from (in Kilometers)	
	Distance from Head Office Lokmangal, Shivajinagar, Pune -05	
	a. Pune Railway Station	
	b. Nearest Metro Station	
	c. Nearest Bus stop/ Taxi Stand.	
	d. Nearest Market place	
	e. Nearest Police Station	
	f. Nearest Hospital	
	g. Airport	
3.3	Details of locality / Type of locality a. Residential b. Commercial c. Shopping Complex d. Industrial e. Slum	
3.4	Whether the locality is free from special hazards like fire, flood, etc.	
3.5	Whether the locality has protection from adverse influence such as Encroachments, unauthorized hutments, Industrial nuisance, smoke, dust, noise, BAR etc.	



PART B: TECHNICAL INFORMATION

4.0		Commercial Premises	
	4.1	No. of Floors and height of each floor including Basement, if any	
	4.2	Clear floor height from floor to ceiling	
	4.3	Area offered:	
	4.4	Total Parking offered for Four - Wheeler	(a) Free Parking: Nos (b) Rented Parking : Nos
	4.5	Total Parking offered for Two - Wheeler	(a) Free Parking: Nos (b) Rented Parking : Nos
5.0		AGE / CONDITION OF THE CONSTRUCTION / BUILDING	
	5.1	Newly constructed within 2 years (Completion and Occupation certificate with date to be enclosed)	
	5.2	Old construction - Mention year of completion (OC / CC to be enclosed)	
	5.3	Likely date of handing over possession (Plug & Play)	
6.0		AMENITIES PROVIDED	
	6.1		
	6.2		
	6.3		
	6.4		
	6.5		
		Amount of Municipal Taxes per year.	Rs.

Place:

Date:

SIGNATURE OF BIDDER WITH SEAL

Name of the signatory:



UNDERTAKING / CONFIRMATION :

I/ We hereby confirm that, all the terms and conditions specified in this Tender Form are acceptable to me/us. I/We further confirm that all the required details have been furnished in the appropriate blank places and if this Tender form is incomplete in any respect on my/our part then the same is liable to be rejected at the discretion of Bank of Maharashtra

I / We, the undersigned am / are submitting this offer (in a sealed envelope duly super scribed and as per directions given in the instructions) for Hiring of ready to move (Plug & Play) Commercial property on Lease basis for IT related establishment of Bank at Baner / Balewadi / Hinjewadi / Kharadi / Hadapsar, Pune by dropping the same in the Tender Box kept for the purpose at your above office addressed as Lokmangal,1501,Shivajinagar,Pune by 03.00 p.m. on 23.01.2023 . I am/we are aware that, the offers will be opened at 03.30 p.m. on (23.01.2023) and I am/we are invited to be present at the time of tender opening.

(a) I/We am/are aware that the Bank is not bound to accept the lowest /or any/ or all the Tenders and will not be required to give any reason for rejecting any Tender.

I/We am/are aware that in all disputes and/or differences arising out of or relating to or concerning this offer and the Lease , if any, between myself/ ourselves and the Bank of Maharashtra concerning and/or relating thereto and/or relating to the above mentioned flats, Civil Courts in Pune shall have exclusive jurisdiction.

(b) The tender form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.

(c) That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.

(d) That there is no mention of any financial details in Technical Bid or anywhere else other than Financial Bid, and that there are no technical and commercial conditions in Financial Bid.

(e) My/our offer is open for acceptance for a period of **90 days/three months** from the date of opening of financial bids.

(g) There are **1 to 19 + 08 pages of Standard Lease Deed Format** and I have signed on each page, apart from Tender documents and financial bid.

Signature of owner

Name of the signatory : _____

Date : _____

Place : _____



Annexure-1

The parameters on which technical /Financial evaluation is done are as under:

Sl.No.	Parameters	Max. Marks	Remarks Yes / No	Marks given by Bank's Committee*
1	Distance from Head Office	15		
2	Area offered, Single floor – 16 marks; Two floors – 8 marks, Three floors – 4 marks; more floors - 0	16		
3	Four Wheeler Parking offered [min 70 Nos]	6		
4	Two Wheeler Parking offered [min 400 Nos]	6		
5	Ambience, Internal Layout & movement space			
6	8 Nos, Cabins for Executive. 15 Nos, Cubicles for senior Officers. Meeting Room – 2 Nos large & 2 Nos small Storage 2 Nos about 200 sq.ft. each Conference Room for 20-25 persons – 2 Nos. Training Room for 40 to 50 persons with Projector, Cafeteria – 1 No.	18		
7	Security measures – CC TV, Biometric access	3		
8	Fire Escape & Fire Safety measures	6		
9	Cleanliness & hygiene measures	5		
10	Open area available all-round the building	4		
11	Accessibility & Connectivity to this locality	8		
12	Landscape area, open garden if any available in the complex/around the premises	2		
13	Surrounding locality	5		
14	Certificate of IT Compliance from competent authority	2		
		100		

* Marks for each serial No.will be allotted by Committee. Bidder shall not fill the said column.

1. Minimum 70% marks are required to be obtained for qualifying for opening of financial bid. **Marks in the Technical bid will be evaluated as (X)**

NOTE: Minimum marks to qualify are 70% i.e.70.

2. The qualifying marks obtained by each bidder will be allotted a weightage of 70% for Technical bid and Financial bid will be allotted weightage of 30%
3. On the basis of combined weightage score for quality & cost, the bidders shall be ranked in terms of total score obtained.
4. The bidder obtaining the highest total combined score will be ranked as H-1 followed by the bidders in descending order of marks & ranked as H-2, H-3 etc. The H-1 will be treated as lowest offer.

The bidders securing marks equal to or more than 70% in technical evaluation shall only be considered for awarding marks in the price bid.

Evaluation will be done by the Bank and Bank's decision in the matter is final & binding. No complaints/correspondence of whatsoever nature in this regard will be entertained.



Marks in the Price bid will be evaluated as under : -----(Y)

i. The lowest offer shall be treated as base and shall be given 30 marks

ii. Example of calculation of marks for price bid will be as under-

$$(A) \frac{[\text{Total Carpet area offered } 30000 \text{ sq.ft X Rate, Rs.60 per sq.ft}]}{[600 \text{ work stations}]} = 3,000 \text{ per workstation}$$

$$(B) \frac{[\text{Total Carpet area offered } 45000 \text{ sq.ft X Rate, Rs.50 per sq.ft}]}{[600 \text{ work stations}]} = 3,750 \text{ per workstation}$$

$$(C) \frac{[\text{Total Carpet area offered } 27000 \text{ sq.ft X Rate, Rs.70 per sq.ft}]}{[600 \text{ work stations}]} = 3,150 \text{ per workstation}$$

The marks will be as under :

(a) A	–	3000 X 30/3000 = 30.00
(b) B	–	3000 X 30/3750 = 24.00
(c) C	–	3000 X 30/3150 = 28.57

- (iii) Preliminary evaluation of the Technical bids will be done to ensure that the bidders fulfil the basic selection criteria as per detailed terms and Conditions specified in the tender document.
- (iv) Thereafter, the technical bids will be subjected to detailed evaluation by allotting marks on various parameters/criteria prescribed in the bid document to arrive at the qualifying marks.
- (v) The final selection will be made on the basis of techno-commercial evaluation by assigning weightage in the ratio of 70% to the technical parameters and 30% to the price bid i.e. $H1 = (X+Y)$



FINANCIAL/PRICE BID
(No Change whatsoever is to be made in this format)

Requirement/Hiring of ready to move (Plug & Play) Commercial property, having about 600 Work Stations, on Lease basis for IT related establishment of Bank at Baner / Balewadi / Hinjewadi / Kharadi / Hadapsar, Pune

Part (A) :

1.	Lease Period	Initially for 05 years from the date of occupation for 600 Work Stations, If bank desires to renew the same, it shall be on mutually agreeable terms for further period.
2	Lease Deed Expenses [Lease Deed to be executed as per Bank's Standard Format]	To be paid equally on 50:50 basis
3	Rise in rent after initial lease period of 05 years.	-----% (in words)
4	Interest free Deposit	Equals to 3 month's rent
5	Number of Free car parking provided	-----Nos.
6	Number of Free Two-Wheeler parking allowed	-----Nos.
7	PMC / PCMC Taxes -	----- Per Year to be borne by owner only

Part (B) :

1	Carpet Area Offered in sq.ft (As per clause No.4.11 of Technical Bid)	----- sq.ft.
2	Rent per sq.ft. on Carpet Area [Please mention floor wise area & Rate of Rent]	----- per sq.ft. Total rent per month = [----- Sq.ft. Carpet Area X Rate of Rent Rs.-----]
3	Common Maintenance Charges per sq.ft. per month [For providing fully furnished ready to occupy premises which includes work station/Table, Chair, Lights, Fans, Air-conditioning, Day to Day cleaning, Conference Room/Table, sofa set, Water supply, lifts, Generator & repairs/renovation/replacement of furniture items from time to time and facility management staff etc.]	----- per sq.ft. Total charges per month =[----- Sq.ft. Carpet Area X Rate of charges Rs.-----per sq.ft.]
4	Car Parking charges per month over & above free car parking	----- per car per month Total charges per month Rs
5	Two-Wheeler Parking charges per month over & above free car parking	----- per car per month Total charges per month Rs

Total (Sr.No. 2 + Sr.No.3 + Sr.No.4 + Sr.No.5) = Rs. ----- per month

Place:

Date :

Signature of the Owner

Note : Part B will be considered for Commercial Bid evaluation



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Bank of Maharashtra invites sealed tenders in two bid system for Hiring ready to move (Plug & Play model) commercial premises, having about 600 Work Stations, within 15 to 20 k.m. from its H.O.at Lokmangal Shivaji Nagar Pune 411 005.The tender document can be downloaded from Bank"s website www.bankofmaharashtra.in

Pre bid meeting is arranged on 12.01.2023. Last date for submission of tenders is 23.01.2023 up to 3.00 p.m. The Technical bids will be opened at 3.30 p.m. on 23.01.2023 & Bidders are requested to remain present for the same. No offers will accepted from broker & no brokerage will be paid.

Date:02.01.2023

Asstt. Gen. Manager, Corporate Services.
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