

**BANK OF MAHARASHTRA  
CHENNAI ZONE**

**TENDER DOCUMENT**

**PURCHASE OF 2 BHK & 3 BHK  
RESIDENTIAL FLATS IN CHENNAI**

Signature of the Bidder with seal

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# 1.TENDER NOTICE

## **PURCHASE OF 2 BHK & 3 BHK RESIDENTIAL FLATS IN CHENNAI**

1. Bank of Maharashtra Chennai Zone invites sealed tenders in **two Bid System** i.e. purchase of 2 BHK & 3 BHK residential flats in Chennai.
2. The interested parties may collect the tender from Bank of Maharashtra, Zonal Office, 04, Sivagnanam Road, T-nagar Chennai-600017 during 10.00 a.m. to 05.00 p.m. (except Holidays & Sundays) from 10 Sep 2021 to 23 Sep 2021 or the Tender forms can be downloaded from our website : [www.bankofmaharashtra.in](http://www.bankofmaharashtra.in) Details of tender documents are given on our Website-[www.bankofmaharashtra.in](http://www.bankofmaharashtra.in) (under Tender Documents).
3. Tenders downloaded from the website will have to be submitted along with the tender cost of Rs.1000/- (non-refundable) at the time of submission of tender in the form of Demand Draft /PO favouring 'Bank of Maharashtra" payable at Chennai.

1	Date of Issue of tender	10 Sep 2021
2	Pre Bid Meeting on	20 Sep 2021
3	Last date of submitting the Tender Form	23 Sep 2021
4	Date of opening of Technical Bid	24 Sep 2021 at 3.00 pm The Bidders are requested to remain present at the time of opening of the Technical Bid.
5	EMD	Rs.1,00,000/- Bank may collect Security Deposit (SD) from only those bidders whose technical bids are found suitable.
6	Cost of tender document	Rs.1000/-[non refundable] by way of DD/PO in favor of Bank of Maharashtra payable at Chennai.
7	Tender Forms	Available on our website OR at Bank of Maharashtra, Zonal Office, 04, Sivagnanam Road, T-nagar Chennai-600017 between 10 a.m. to 5 p.m. from 10 Sep 2021 to 23 Sep 2021 excluding Sundays & Holidays.

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## INSTRUCTIONS TO BIDDERS

4. Sealed Tenders in two bid system i.e. Part I containing Technical Bid and Part II containing Financial Bid should be submitted in separate covers.
5. **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 I) only & it should be **superscribed as "Technical Bid** for purchase of Residential Flats at Chennai". The name of bidder, address and contact number must be written on the envelope.
6. **Envelope No. II:** The DD/PO for Rs.1000/- favouring Bank of Maharashtra payable at Chennai being cost of tender document be placed into this envelope & it should be superscribed as "Cost of Tender". Technical bid without this DD/PO of Rs.1000/-is liable to be rejected.
7. **Envelope No. III:** Financial bid duly completed & signed be put into this envelope and sealed. This envelope should contain Financial Bid (Part II) only & it should be **super scribed as "Financial Bid** for purchase of Residential Flats at Chennai. The name of bidder, address and contact number must be written on the envelope.
8. **Envelope No. IV:** The above three sealed envelopes No. I, II & 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 super scribed as "**Offer for purchase of 'RESIDENTIAL FLATS at Chennai for Bank of Maharashtra**". The name of bidder, address and contact number must be written on the envelope.
9. The bids not submitted in separate covers as mentioned above shall be liable to be rejected.
10. **Offers from Brokers/Intermediaries will not be entertained as Bank does not pay brokerage / commission.** Canvassing in any form will disqualify the Bidder/tenderer.
11. For further information, please contact: Mr. Srinivas Aluwala, Dy. Zonal Manager, Zonal Office, 04, Sivagnanam Road, T-nagar Chennai-600017.
12. After opening the Technical Bid, Bank may call for Security Deposit (SD) of Rs.1,00,000/-. The qualified bidders would be called for opening of Financial Bid. Date & time of opening of "Financial Bids" will be communicated to qualified Bidders separately. The said SD will be returned to the unsuccessful Bidder.

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

**14. Preferred Locations for Residential Flats:**

- (a) T-nagar / Mylapore
- (b) Thiruvanmiyur / Kotturpuram
- (c) Kodambakkam / Ashoknagar
- (d) Guindy / K K Nagar
- (e) Any other suitable location within Chennai City.

15. Requirement of number of residential flats at above locations is indicative only. Bank reserves the right to alter number of flats at any or all locations. Bank also reserves the right to add or to delete number of flats at any /or all locations without assigning any reason thereof.

Place : Chennai  
Date : 10 Sep 2021

Zonal Manager  
Chennai Zone

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## 2.Tender Document:

### PURCHASE OF RESIDENTIAL FLATS AT CHENNAI

1. Bank of Maharashtra Chennai Zone invites sealed tenders in **two Bid System** i.e. purchase of 2 BHK & 3 BHK residential flats in Chennai.
2. The interested bidders/parties may submit tenders/application for the properties which are ready for possession/under construction (**for which guaranteed possession will be available within 06 months from the date of approval from the Bank**). However, Bank will prefer the properties which are ready for possession or likely to be available within 3 months from the date of approval.
3. Further to serial no.2 above, Bank would give first preference to properties/flats offered by Govt./Quasi Govt./Semi Govt. authorities. Bank's decision in the matter is 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 Bidder 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 **5.00 p.m. on 23 Sep 2021** shall be rejected outright.

4.3 All Bidders are requested to submit the tender documents (TECHNICAL BID AND FINANCIAL/PRICE BID) duly filled, signed & supported by relevant documents at Zonal Office, 04, Sivagnanam Road, T-nagar Chennai-600017 on or before 5.00 p.m. on 23 Sep 2021. The tenders are to be dropped in the Tender Box kept at the said premises.

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 Bidders are requested to fill in the details in the space provided there for. Please do not write "refer Annexure/ papers attached" etc. In case the space in the tender document is found insufficient, the bidder may use separate sheets to

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provide full information, with tags, so that bank need not find it difficult to trace that particular paper/information.

**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 Bidder should not withdraw / modify the offer, in terms of price and other terms & conditions quoted in the technical and financial bid. In this regard, the undertaking be submitted along with the Technical Bid as per the prescribed format.

4.7 Purchase Preferences are as mentioned under serial no 3 above.

4.8 There should not be any deviations in the terms & conditions as have been 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 Bidder is required to attach a separate sheet marking "list of deviations". **Bank is not under any 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 Property/flats offered should be situated in good area in specified locations with congenial surroundings and proximity to public amenities like railway station, bus stop, bank, market, hospitals, schools, post office, etc. The property shall not be prone to water logging.

4.11 Offers of extended constructions over the existing buildings with external columns will not be considered.

4.12 Bank will not make any advance payment. Payment will be made through RTGS/NEFT mode only.

4.13. In all disputes and/or differences arising out of or relating to or concerning this offer and the contract, 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 Chennai shall have exclusive jurisdiction.

4.13. Payment Terms: Defect Liability:

**4.13.1 For Ready Possession Flats.**

**(a) Payment Terms:**

i) 95% of the cost will be payable at the time of execution of sale deed simultaneously with possession.

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ii) Balance 5% of the cost will be held as retention money and will be paid after execution of conveyance deed & submission of building completion certificate/Occupation certificate

**(b) Defect Liability:**

i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.

ii) During defect liability period, the bidder has to undertake all structural repairs to the building internal / external at his own cost.

**4.13.2 For under construction flats.**

**(a) Payment Terms:**

i) 10% of the cost is payable at the time of execution of Agreement to Sale.

ii) Balance 70% of cost is payable as per progress of the construction as decided by the Bank & the bidder.

iii) Balance 15% of the cost is payable at the time of execution of sale deed simultaneously with possession.

iv) Balance 5% of the cost will be held as retention money and will be paid after execution of conveyance deed & submission of building completion certificate/Occupation certificate

**(b) Defect Liability:**

i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.

ii) During defect liability period, the bidder has to undertake all structural repairs to the building internal / external at his own cost.

4.14 The particulars of amenities provided / proposed to be provided inside the flat, building, complex should be furnished in the Technical Bid.

**4.15 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 / authorized representative for computing/finalizing the exact carpet area..

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4.16. A pre-bid meeting of all the intending bidder/tenderers desirous of attending shall be held on 20 Sep 2021 **at 3.00 p.m.** at Bank of Maharashtra, Chennai zone, 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.

4.17. Technical Bids will be opened on 24 Sep 2021 **at 3.30 p.m. at** Bank of Maharashtra, Chennai Zone, in the presence of the bidders/tenderer/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.

4.18. The short-listed properties/flats will be visited by a committee of Bank Officials. Bank will appoint valuers & Architect who will visit the site for assessing the value of the property/flat and to verify the quality of construction, materials used, etc. The bidder should provide the requisite information / documentary proof to the visiting officials / Bank's approved valuers for verification. The bidder should not have any objection in this regard.

4.19. The particulars of flat numbers, floor-wise, wing, building name, etc. should be furnished in the Technical Bid. Details of measurements of the proposed flat offered should invariably be furnished in the Technical Bid.

4.20. The property/flat offered should be unencumbered and has clear and marketable title. Adequate documentary evidence to this effect should be furnished along with the Technical Bid.

4.21. While furnishing the information in Technical Bid, full details of the items / materials used including the brand name, size, quantity, quality, etc. should be furnished for each and every item in the respective columns. In case of flooring, windows, doors, door shutters, etc. full particulars of quality of material used, thickness, size, brand name, etc. should be furnished. These details are subject to verification.

4.22. Plans duly approved by municipal authorities/competent authority should be submitted along with the Technical Bid. Particulars of TDR (Transfer of Development Right) used, if any, and the eligible FSI and FSI used, etc. are to be furnished in the respective column along with the requisite certificates issued by the competent authorities. For old buildings, NOC from the Society may be enclosed. However Bank would prefer new buildings.

4.23. All the legal documents required by the Bank for verification of the title clearance of the property/flat should be submitted. Title & search report should not be older than 6 months. The title certificate issued by Bank's Solicitor / Advocate only shall be considered.

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4.24. It is the policy of the Bank to issue **Public Notice** in the leading newspapers inviting claims from the public, if any, before entering into sale deed/conveyance deed / MOU for the offered property. The bidder should not have any objection in this regard.

4.25. The bidders, at their own cost, shall obtain Income Tax and other statutory clearances as and when required.

4.26. The following documents should be enclosed with the Technical Bid:

- a) Copy of sanctioned plan and layout.
- b) Copy of title investigation and Search & Title Report along with copy of Title Deed documents.
- c) Commencement Certificate from competent authority.
- d) Completion Certificate/Occupancy Certificate if building is ready for possession.
- e) Structural Stability Certificate from licensed structural engineer of Municipal Corporation / Local authority for properties which are more than 10 years old in case proposal is received from Govt./Quasi Govt./Semi Govt. authorities
- f) Site plan copy.
- g) NOC from the Society, in case offered flat is in old building.
- h) Fire NOC.

4.27. Bank reserves the right to accept or reject any or all the tenders / offers without assigning any reason whatsoever. Bank's decision in this regard will be final and will not be challenged by bidders.

4.28. The requirement of flats mentioned in the tender document is indicative. Depending on the availability/exigencies, Bank may enhance/reduce requirement in a particular location.

4.29. Page 1 to 35 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 flats 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/visit. The Bank's decision about suitability shall be final & binding.
- c) Bank of Maharashtra would give first preference to properties/flats offered by Govt./Quasi Govt./Semi Govt. authorities. Bank will prefer the properties which are ready for possession or likely to be available within 3 months from the date of approval. Bank's decision will be final and binding.

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- d) The financial bid envelopes (without opening) of the bidders, which have not been short listed as above, will be returned.
- e) Subject to (b) above, flats 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) Bank of Maharashtra would appoint an agency/ surveyor/architect to measure the flats and the flats which does not conform to the tender requirements would be liable to be rejected and their Financial Bids would be returned.(unopened)
- g) After step (f) the Bank would independently ascertain the title to the property/flat to ensure that the title of their flats is clear, marketable and free from any encumbrances, encroachments and the property can be transferred to Bank of Maharashtra.
- h) Bank of Maharashtra has the right to get these offers for flats re-examined through the solicitors appointed by Bank of Maharashtra if required and the decision of the Bank's solicitors in this matter would be final. If in the opinion of bank's solicitors, the flats/property cannot be transferred or assigned or the title is defective/imperfect then the offer will be liable to be rejected. The decision of solicitors in this matter would be final. If the flats are mortgaged to a Bank, in that case, solicitors/advocates/lawyers decision (to make part payment to the bank/agency with whom the flats are mortgaged ,subject to the condition that the flats are otherwise transferable / assignable and the bank/agency who has mortgaged the flats is willing to do so would be final.
- i) The unopened financial bids for the short listed offers which do not qualify on legal grounds or for any reason for transfer or any other such ground would be returned.
- j) A list of those flats found suitable on all counts as above would be prepared.
- k) After the transferability of the short listed flats is ascertained, Bank of Maharashtra, the purchaser, reserves the right to call for an Security Deposit (SD) of **Rs.1,00,000/- (Rs. One lac Only)** or any amount as decided by the bank, from such bidders who would qualify for opening their financial bids. The Security Deposit (SD) of unsuccessful bidders would be returned within a period of 10 days from the date of opening of financial bids to the owners. However, in case of a successful bidder the Security Deposit (SD) would be retained and it would be returned at the time of registration of flats. In case the successful bidder refuses or is reluctant or unable or refrains from transferring the said flats/ property or delays it beyond a period of six months then the Security Deposit (SD) **would be forfeited**. The Security Deposit (SD) would be non-interest bearing. If Security Deposit (SD) is called and not submitted/deposited in time, in that case Bank of Maharashtra reserves the right to reject the offer. Bank of Maharashtra may or may not call for Security Deposit (SD) from Public Sector Undertakings/ Government Departments and other Government bodies.
- l) The offer should remain valid for 90 days from the date of opening of financial bids. **This period of 90 days will be reckoned from the date of opening of**

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**the financial bid for effective transfer flats would be the essence of the contract.**

- m) The valuation of the flats for which the transferability is ascertained would be carried out. The measurement of the flats will be carried out by bank's architect and carpet area computed.
- n) The financial bids for only those flats/properties, which qualify for transfer, 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 at the address given by the bidder through speed post or **any other acceptable means of communication.**
- o) The sealed corresponding valuation reports will be opened by the same committee, which opens the financial bids.
- p) After financial bids are opened, based on criteria of nature of property/flats such as ready possession/under construction, free hold, nature of title, location, suitability & valuation in the particular area vis-à-vis rate quoted, suitable decision would be taken by the Bank which shall be final & binding.
- q) The Security Deposit (SD) of the unsuccessful bidders (if called for) will be returned as stated above.
- r) It is clarified that the verified carpet 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 carpet area (plus other charges if any) would be compared and the lower of the two would be considered.
- s) Discretion of the Committee set up by Bank of Maharashtra for this purpose would be final.
- t) 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.
- u) The stamp duty and registration charges would be borne & paid by the Bank.
- v) The bidder/ owner/ seller would submit any other document & papers, NOCs, permissions & sign all the requisite documents as advised by the solicitors of the Bank.

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### 3.OFFER LETTER

Senders name & address:

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To,  
Bank of Maharashtra,  
Zonal Office, 04,  
Sivagnanam Road, T-nagar,  
Chennai-600017

Sir,

**Sub: Offer for “Purchase of Residential Flats at ....., Chennai for Bank of Maharashtra”.**

This offer is with reference to the advertisement released on ..... in the daily news papers dated / put up on the websites of Bank of Maharashtra, for purchase of 2 BHK & 3 BHK residential flats in ....., Chennai.

I/We understand that:

- a) No brokerage is payable by Bank of Maharashtra to me/us or my/ our representative in this transaction.
- b) All payments for Security Deposit (SD) etc. would be made through banker’s cheque / draft payable to Bank of Maharashtra at Chennai.
- c) Bank of Maharashtra would give first preference to properties/flats offered by Govt./Quasi Govt./Semi Govt. authorities. Bank will prefer the properties which are ready for possession or likely to be available within 3 months from the date of approval. Bank’s decision will be final and binding and will not be challenged.
- d) The owner or the seller has to pay all the outgoing and all other expenses till the date of handing over of possession of the flats or completion of the transaction whichever is later. Any expenditure /expenses prior to the said date will be borne by the sellers. These charges also include consumable charges like electricity charges consumed by the owner / seller.

As indicated in this Para, the outgoing would mean all the charges applicable for the usage of the plots/premises like society charges, all applicable property taxes, NA charges, applicable ground lease rent/ other taxes, Cess, levies, applicable water tax, applicable electricity charges, applicable security charges

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etc These charges would include any arrears payable/become payable to any Statutory Authority or local bodies.

- e) The advertisement released in this context will form part of the contract.
- f) By submitting this offer the owner/ seller has permitted Bank of Maharashtra or their representatives, with prior appointment, to inspect the flats offered as well as the property documents and to carry out the measurements, valuations thereof.
- g) I/We am/are aware that in all disputes and/or differences arising out of or relating to or concerning this offer and the contract, 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 Chennai shall have exclusive jurisdiction.

**Place :**

**Signature of the Bidder with seal**

**Date :**

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#### 4. Technical Bid (In Typed Format only)

Name of Location for which offer is submitted: -----

<b>PART A: GENERAL INFORMATION</b>		
Sr. No	Particulars	to be filled by Bidder
1	Offer for ----- No of Flats at -- -----	
2	<b>Details of bidder/ firm / builder /owner:</b>	
2.1	Name of the Owner/Co./Firm, etc. :	
2.2	Address & Phone No.:  FAX No. & E-mail address:	
2.3	<b>Name of the contact person &amp; Phone No.:</b>	
2.4	Constitution of bidder / firm: (Whether Proprietary / Partnership /Pvt. Ltd. / Public Ltd. / PSU etc.):  Name of Partners/ Directors & Phone Nos.	
2.5	Copy of registered Memorandum of Undertaking/ Development Agreement between Developers and the Owners in case the land does	

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	not belong to the bidder/builders:	
3	<b>Marketability of Title of the bidder:</b>	
3.1	Solicitors / Advocate's name and address, Phone / FAX Nos.	
3.2	Detailed report of the Solicitor / Advocate for marketability of titles is to be enclosed:	
3.3	Details of encumbrances, if any	
4	<b>Details of Property:</b>	
4.1	Name of the owner	
4.2	Location & Address of the Flats	
	Name of the scheme	
	Street/Sector No	
	Nearest landmark	
4.3	Usage of property ( as approved by Competent Authority)	
	a. Residential	a)
	b. Commercial	b)
	c. Residential/Commercial	c)
	d. Shopping Complex	d)
4.4	<b>Distance from (in k.m.)</b>	
	a. -----Railway Station	

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	b. ----- Bus Depot.	
	c. Nearest Market place	
	d. Nearest Police Station	
	e. Nearest Educational Institution	
	f. Nearest Nationalized Bank	
	g. Nearest Hospital	
	h. Nearest Post Office	
	i. Airport	
4.5	Details of locality – Type of locality a. Residential b. Commercial c. Shopping Complex d. Industrial e. Slum	a) b) c) d) e)
4.6	Whether the locality is free from special hazards like fire, flood, Chemical industry etc.	
4.7	Whether the locality has protection from adverse influence such as Encroachments, unauthorized hutments, Industrial nuisance, smoke, dust, noise, etc.	
<b>PART B: TECHNICAL INFORMATION</b>		
<b>5</b>	<b>BUILDING</b>	
5.1	Type of Building: (Residential/Commercial)	
5.2	Type of Construction (Load Bearing/RCC/Steel framed)	
5.3	Type of Foundation (Structure should be designed to take care of earthquake intensity applicable for the area)	

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5.4	Whether the proposal is for sale of residential flats in multi-storied building.	
5.5	No. of Floors and height of each floor including Basement, if any	
5.6	Clear floor height from floor to ceiling	
5.7	No. of Flats on each floor	
5.8	No. of Flats in the building	
5.9	Total No. of Flats offered (floor-wise & flat numbers)	<p>No. of flats offered:-----</p> <p>1) Flat No.      Floor No.    Bldg No.</p> <p>2) Flat No.      Floor No.    Bldg No.</p> <p>3) Flat No.      Floor No.    Bldg No.</p> <p>4) Flat No.      Floor No.    Bldg No.</p> <p>5) Flat No.      Floor No.    Bldg No.</p> <p>6) Flat No.      Floor No.    Bldg No.</p> <p>7) Flat No.      Floor No.    Bldg No.</p> <p>8) Flat No.      Floor No.    Bldg No.</p> <p>9) Flat No.      Floor No.    Bldg No.</p> <p>10) Flat No.     Floor No.    Bldg No.</p>
5.10	<p>Area of premises offered per flat :</p> <p>Super Built-Up/Saleable area</p> <p>Built up area</p> <p>Carpet area</p> <p>(Tenderers are advised in their own interest not to leave any of the aforesaid columns blank under any circumstances. Tenderers are required to</p>	<p>Super Built-Up/Saleable area _____ sq.ft.</p> <p>Built up area _____ sq.ft.</p> <p>Carpet area _____ sq.ft.</p>

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	enclose layout plans of the flats on offer.)	
5.11	List of common areas included for the purpose of commuting super built up area and its percentage to : Carpet area : Built up area	
<b>6</b>	<b>CARPET AREA DETAILS</b>	
6.1	Total Area of flat	Carpet Area in sq.ft.
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
	Flat No. Floor No.	
6.2	Details of rooms	
	Dimension : Area (Carpet) (in sq.ft.)	
	a. Hall Dining room	
	b. Bedroom – 1	
	c. Bedroom – 2	
	d. Balcony 1	
	e. Balcony 2	
	f. Terrace	
	g. Kitchen	
	h. Dry Balcony	
	i. Study	
	j. Toilet	
	k. No of Bath/Toilet (mention combined or separate ) & area	
	l. Passages.	
<b>7</b>	<b>CONSTRUCTION SPECIFICATIONS / MATERIALS USED (separate Annexure may be used)</b>	
	a. Floor	

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	b. Internal Walls	
	c. External Walls	
	d. Doors/Windows	
	e. Kitchen	
	f. Bathroom Please specify no. of WC/Bath. whether master bedroom is attached with WC/Bath.	
	g. Dado in Kitchen and wall tiles in bathroom (also mention height of dado)	
	h. Electrical Fittings,	
	i. Sanction of electricity load per flat (3 phase/single phase)	
	j. Separate meter installed per flat	
	k. No of balconies with area	
	L. No of Terrace with area. Whether the terrace is covered or open to sky.	
	M. No of Car Park & area. Whether car park is covered or open.	
<b>7.1</b>	<b>AGE / CONDITION OF THE CONSTRUCTION / BUILDING</b>	
7.1.1	Newly constructed within 2 years (Completion and Occupation certificate with date to be enclosed)	

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7.1.2	Old construction - Mention year of completion (OC / CC to be enclosed)	
7.1.3	Under construction (Mention stage of construction)	
7.1.4	Time period required to complete the construction, in case it is under construction (state No of months)	
7.1.5	Whether structural stability certificate enclosed (Certificate shall be from Licensed Structural Engineer of Municipal Corporation)	
7.1.6	<b>Likely date of possession</b>	
<b>8</b>	<b>Details of Boundaries and adjacent buildings</b>	
8.1	Boundary of the property	
	a. North	
	b. East	
	c. South	
	d. West	
<b>9</b>	<b>AMENITIES PROVIDED (IN THE FLAT-Mention make &amp; Nos.</b>	
	a. Fans	Nos.            Make
	b. Geysers	Nos.            Make
	c. Wardrobes	No
	d. Exhaust Fans	Nos.            Make

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	e. Electrical Fittings Tube lights etc.	Nos.                      Make
	f. Washbasins WC/EWC  mirrors	Nos.  Nos.
	g. Shower in bathroom / bathtubs	Nos.                      Make
	h. Any other facility like intercom / telephone /dish antenna / internet, etc.	
	i. Details of internal furnishings	
	j. Details of security arrangements	
<b>9.1</b>	<b>COMMON FACILITIES PROVIDED (Give details)</b>	
	a. No of Car Parking	Nos    Reserved / Open
	b. Scooter parking	Nos    Reserved / Open
	c. Power / Electricity	Adequate and available / Not available
	d. Water supply	Provided / Not provided
	Municipal Corporation	Yes / No
	Bore well	Yes / No
	Overhead Tank	Give Capacity
	e. Lifts and their nos., if any	Nos.  Make  Capacity  Battery Back up
	f. Generator back up for lift & for emergency	Yes/No

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	g. Anti lightening device	
	h. Security arrangements Fire- fighting(Smoke Detector, Fire hydrant with sprinkler) Anti-burglary device Camera Video Intercom 24x7 guards	
	i. Proper sanitary / sewerage system  (Whether sewerage is connected to Local Municipality system?)	Yes/No  Yes/No
	j. Any other	
<b>9.2</b>	<b>DETAILS OF PLANS / BLUE PRINTS / SANCTIONED PLAN</b>	
9.2.1	Whether the plan of the property is sanctioned by Competent Authority	
9.2.2	If sanctioned, please enclose copy of approved land / site plans	
9.2.3	Names & Address / Phone No. of Architect	
<b>9.3</b>	<b>IF THE PLANS ARE NOT SANCTIONED</b>	
9.3.1	Give reasons Name of Authority for Sanction	
9.3.2	How much time will be taken to obtain sanction	
9.3.3	Is there any deviation from the sanctioned plan	

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9.3.4	Can these deviations be regularized?	
<b>10</b>	<b>PROVISION FOR PROPER ARRANGEMENT OF FIRE SAFETY</b>	
10.1	Are the safety measures taken ?	Yes/No
10.2	If yes, give details of arrangements	
10.3	Is “No Objection Certificate” obtained / Secured from the fire control authorities?(Fire NOC)	Yes/No
10.4	If yes, produce proof/ copies of certificates	
<b>11</b>	<b>COMPLETION / OCCUPANCY CERTIFICATE</b> (for ready possession flats)	
11.1	Whether completion / occupancy certificate is issued by the competent authority	Yes/No
11.2	Designation of the authority which has issued the completion / occupation certificate	
11.3	Enclose a certified copy of the completion / occupation certificate	
11.4	For flats under construction state whether “Commencement certificate” is obtained from local authority.  If yes enclose copy thereof.	Yes/No
<b>12</b>	<b>DETAILS OF LAND / SITE</b>	
12.1	<b>Tenure of the land</b>	
	a. Freehold	
	b. Leasehold	
	c. If leasehold, give residual period of lease and name of the title holders	

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	d. Annual lease rent & amount	
12.2	<b>Size of the plot</b>	
	a. Frontage in rft.	
	b. Depth in rft.	
12.3	<b>Area of the plot</b>	
	a. Coverage area (ground coverage)	sq.ft.
	b. Open area	sq.ft.
12.4	<b>Topography of the land / site</b>	
	a. Level	
	b. Undulated	
	c. Slopping	
	d. Low laying or raised	
12.5	Source of water supply to the building	
12.6	Any establishment easements regarding right of way / passing for mains of water / electricity.	
12.7	Does the site or portion fall within railway / National Highway and whether underground cable traverse the site	
12.8	Site Plan of the land / site to be enclosed	
12.9	Are High Tension cables passing through the plot?	
<b>13</b>	<b>OTHER INFORMATION</b>	
13.1	Whether readymade flats have been constructed and sold by the builder to any Government / Semi-Government	

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	Institutions / Financial Institutions etc. in the past? If so names and addresses of such clients and total cost & date of such sales to each client to be given.	
13.2	No. of years in the construction line	
13.2.1	Last 3 years turnover (Please don't write refer Annexure).	Year Turnover in Rs (Lac) 2018-19 2019-20 2020-21
13.2.2	Details of last 5 projects completed (Please don't write refer Annexure).  - Date of commencement  - Date of completion  - Total value	
13.3	Name and address of the bankers  Phone No.	
13.4	Name of the Structural Consultant with license number, Address & Phone No.	
13.5	Any other information not covered above/Other remarks, if any.	
<b>14</b>	<b>LIST OF ANNEXURES:</b> (attached separate sheet if space is found insufficient) Certified true copies of following:	
	a) Copy of sanctioned plan and layout.	
	b) Site plan copy.	
	c) Copy of title investigation and Search Report along with copy of	

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	Title Deed documents.	
	d) Commencement Certificate from competent authority.	
	e) Completion Certificate/Occupancy Certificate if building is ready for possession	
	f) Structural Stability Certificate from licensed structural engineer of Municipal Corporation / Local authority.	
	g) NOC from the Society, in case offered flat is in old building.	
	h) All original chain documents pertaining to the flats/property	
	i) No Dues Certificate / NOC from the concerned Society	
	j) Registered MoU /Development agreement between bidder & the owner in case land is not owned by the bidder.	
	k) NOC from Fire Department.	

**Certificate from the Bidder (Owner/s / Builder)**

I/We \_\_\_\_\_(Name) M/s. \_\_\_\_\_  
(Name/Company/ Body/Firm) hereby certify that I/we are the owners of the -----flats as described at

\_\_\_\_\_ (Address) and are legally entitled to sell the subject flats/Bungalow/property.

\_\_\_\_\_  
Signature of the Owner

I / We declare that the information furnished above is true and correct and conforms to the Bank's specifications.

\_\_\_\_\_  
Signature of Bidder

Signature of the Bidder with seal

Signature of the Bidder with seal

I/We further declare, confirm and undertake:

- (a) To provide structural stability certificate from a qualified Architect/Chartered Engineer when called for.
- (b) That the flats have clear marketable title and the property is free from all court cases, litigation and is free from any kind of dispute of any nature.
- (c) That the flats if mortgaged, required NOC would be provided to the satisfaction of the Bank and their solicitors. The process and payment terms as suggested by the Bank and their solicitors will be followed to effectively transfer/assign the flats to the Bank.
- (d) That the flats will be delivered mortgage free (if mortgaged), at the time of registration.
- (e) That the drafts of all documentation which may be finalized by the Bank and its solicitors/lawyers shall be final and binding on me/us.
- (f) That all the outgoing and other expenses will be borne by the Bank from the date of handing over of possession of the flats on conclusion of the sale transaction, whichever is later. Any expenditure/expenses prior to the said date will be borne by me/us.
- (g) To furnish the No Dues Certificate / NOC from the concerned Society, at my/our cost.
- (h) That the transfer expenses or any other charges or contributions or outgoings and all other expenses demanded by and / or payable for transfer of the offered flats to the Society, or to any other entity/authorities etc. shall be borne and paid by me/us alone.
- (i) 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 contract, 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 Chennai shall have exclusive jurisdiction.

- (j) That the car parking (whether covered or stilt or open or both) would be as per the measurement at site and would be incorporated in the sale deed before execution of the sale deed or a letter authorizing the said use will be provided by us.

Signature of the Bidder with seal

- (k) 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.
- (l) 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.
- (m) 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.
- (n) That the following documents as per the requirement of the Bank or its solicitors will be provided :
- Sale deed or any other title documents through which the offered flats was purchased by me/us earlier.
  - All original chain documents pertaining to the flats/property.
  - Receipt of payment of latest Society charges, Electricity Bill and any other charges.
  - Non-encumbrance Certificate and any other document required for effective transfer of the flats/property to the Bank.
- (o) My/our offer is open for acceptance for a period of **90 days** from the date of opening of financial bids.
- (p) I/We, the undersigned am/are submitting this offer (in a sealed envelope No. IV duly super scribed and as per the directions given in the instructions/tender document) for offering the subject flat/s by dropping the same in the Tender Box kept at Bank of Maharashtra. Zonal Office, 04, Sivagnanam Road, T-nagar Chennai-600017

I am/We are aware that the offers will be opened at 3.30 p.m. on the said date 24 Sep 2021 and I am / We are invited to be present at the time of tender opening.

- (q) I have signed on each page, apart from Tender documents and financial bid.

**Place:**

**Date:**

**SIGNATURE OF BIDDER WITH SEAL**

Name of the signatory :

Signature of the Bidder with seal

**5.IRREVOCABLE UNDERTAKING**  
**(on stamp paper of Rs.500/- and duly notarized)**

To,  
The Zonal Manager,  
Bank of Maharashtra  
Chennai zone.

Pursuant to your advertisement on website / in daily local newspapers \_\_\_\_\_ dated \_\_\_\_\_ for purchase of flats/property in - \_\_\_\_\_, I / we submit my / our offer, offering \_\_\_\_\_ Flats situated at \_\_\_\_\_ in the building by name \_\_\_\_\_ strictly in terms of your advertisement. The offer is valid for minimum 90 days from the date of opening of Financial Bid. I/We, in consideration of your agreeing to process and consider our proposal, irrevocably undertake that during the currency of my / our offer, I / we will not withdraw or modify the offer in terms of price quoted or in terms of other terms and conditions on which the offer is made. As the Bank has invested good amount of money and time for processing my / our proposal, in the event of my / our committing default of this undertaking, for any reason whatsoever, I/We hereby further undertake to pay Bank of Maharashtra liquidated damages equivalent to 1% of my / our offer price subject to maximum of Rs.5 lac.

This undertaking is executed on this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

Signature \_\_\_\_\_

Seal Name \_\_\_\_\_

Address \_\_\_\_\_

NOTARY SEAL & SIGN

Signature of the Bidder with seal

**6.FINANCIAL/PRICE BID**  
(Excluding stamp duty and registration charges)

**PURCHASE OF RESIDENTIAL FLATS AT -----**

-----Number of flats in building named \_\_\_\_\_ at \_\_\_\_\_ (place).

Sr. No	Location	Flat No/ Floor No. / Wing	Carpet Area of each flat In sq.ft.	Rate per sq.ft. of carpet (Rs. in figures & words)	Amount Rs. (Carpet Rate x Carpet Area)	Saleable Area of each flat In sq.ft.	Rate per sq.ft. of Saleable Area (Rs. in figures & words)	Amount Rs. (Saleable Rate x Saleable Area)	Other one time charges	Lump Sum Amount inclusive of all (Rs. in figures & words) [ (Saleable Rate x Saleable Area) + ( Other one time charges) ]
	A	B	C	D	E=C X D	F	G	H =F X G	I	J = (H + I)
1									1)Car Parking Charges– Rs. 2)Electricity Board Charges Rs. 3)Water Supply Body Charges Rs. 4)Generator Charges Rs. 5)Advance Maintenance Charges Rs. ( No. of months -----) 6)Sinking Fund Rs. 7)Assessment Charges if any Rs. 8)Agreement Franking Charges Rs. 9)Legal/Advocate Charges Rs. 10)Any other Charges (PI specify) Rs. 11) Any other Charges (PI specify) Rs. ===== Total one time other charges Rs.	
2										
3										
4										

Signature of the Bidder with seal



Note:

1. Additional GST if any as applicable will be borne by Bank
2. Bidders shall quote rate per sq.ft. on carpet area, Saleable area and lump sum amount excluding registration and stamp duty charges.
3. The offer is valid for 3 months (90 days) from the date of opening of financial bids. During the validity period of the offer I/We, irrevocably undertake not to withdraw / modify the offer in terms of price and other terms and conditions.
4. The Lump sum amount quoted is **inclusive of all charges whatsoever**.
5. I/We understand that Bank will not make any upfront payment towards the cost of the flats or any charges.
6. I/We understand that the bidder whose offer is finalized should execute the sale deed /conveyance deed simultaneously with possession of the flats complete in all respects within the time frame informed by the Bank.

7. I/We am/are agreeable to Bank's Payment Terms:

**For Ready Possession Flats.**

Payment Terms:

- i) 95% of the cost will be payable at the time of execution of sale deed simultaneously with possession.
- ii) Balance 5% of the cost will be held as retention money and will be paid after execution of conveyance deed & submission of building completion certificate /Occupation certificate whichever is later.

Defect Liability:

- i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.
- ii) During defect liability period, I/we undertake to carry all structural repairs to the building internal / external at my/our own cost.

**For under construction flats.**

Payment Terms:

- i) 10% of the cost is payable at the time of execution of Agreement to Sale.
- ii) Balance 70% of cost is payable as per progress of the construction as decided by the Bank & the bidder.
- iii) Balance 15% of the cost is payable at the time of execution of sale deed simultaneously with possession.
- iv) Balance 5% of the cost will be held as retention money and will be paid after

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execution of conveyance deed & submission of building completion certificate /Occupation certificate whichever is later.

**Defect Liability:**

- i) The defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate whichever is later.
- ii) During defect liability period, I/we undertake to carry all structural repairs to the building internal / external at my/our own cost.

6. I/We understand that the defect liability period is one year from the date of possession or expiry of the first monsoon/after formation of apex body (if applicable) / submission of building completion certificate/Occupation certificate **whichever is later**. During defect liability period, I/We the bidder has/have to undertake all structural repairs to the building internal / external at my/our/his own cost.

7. I/We understand that the carpet area would mean the usable carpet area at any floor level and includes 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 & architect and bidder/ his authorized representative for finalizing the exact carpet area.

**Place :**

**Signature of the Bidder with seal**

**Date :**

Signature of the Bidder with seal

### 7.CHECK LIST

Sr. No.	Enclosures/ Activities to be done by the tenderer	Please tick to ensure completion of the activity
1	Entered the sale price in the Financial bid of the Tender Documents and sealed it in Envelope No III. duly super scribed.	
2	The quoted rate/amount is written in figures & words also.	
3	There is no mention of any financial details in the technical bid which is enclosed in Envelope No. I duly super scribed.	
4	Signed on each page of the Tender Documents.	
5	All the over writings have been duly authenticated by signing beside such over writings.	
6	Any cutting made while filling in the forms have been authenticated by signing beside such cuttings.	
7	The tender is accompanied by DD/PO of <b>Rs.1000/-</b> favoring Bank of Maharashtra payable at Chennai being tender cost.DD to be put in envelope No. II	

Signature of the Bidder with seal