



बैंक ऑफ महाराष्ट्र Bank of Maharashtra

भारत सरकार का उद्यम

एक परिवार एक बैंक

Application Form

For submitting offers for Premises on Lease

for establishing Class AA Currency Chest of the Bank in Raipur (Chhattisgarh)

Please submit the completed application / tender to the Bank's Zonal Office at Raipur by the date stipulated in the advertisement

Premises required on Lease Basis for Bank's Class AA Currency Chests in Raipur (Chhattisgarh)

Applications are invited for offer of Premises – having an area of about 2300 -3000 sq.ft. and **situated in Ground Floor** for establishing Bank's Currency Chest – on lease basis in the **Municipal Limits** of the following centers.

S. No	Centre	Completed offers to be submitted to	Contact Nos.	Last Date for Submission
1.	Raipur, Chhattisgarh	The Zonal Manager, Bank of Maharashtra, 1 st floor Chawla Complex, Sai Nagar, Devendra Nagar Raipur 492001 (C.G.)	0771-6665611,	30.01.2015 T part will be opened at 4.00 p.m. on 01/02/2016

The lease period shall be for 15 years. The location will be finalized depending on the suitability of the offers received and the convenience of the Bank and the decision of the Bank in this regard is final.

If the premises is found suitable, Bank may relax the said area

consideration by 10% (+ or -). The offers are called under two parts, i.e., Technical (T) part and Financial (F) part. For full details, application formats, detailed specifications of Class AA currency chests and the manner of submission of offers - please log on to our Bank's website www.bankofmaharashtra.in or **contact the Zonal Head**. The offerors are requested to carefully note the requirements / specifications of Class AA currency chest before submitting their quote in the F part. Completed application forms are to be submitted to the above Zonal Office by the last date mentioned as above and Technical part of the offers will be opened 01/02/2016 in the said office. If the said date happens to be a holiday, the offers will be opened on the immediate next working day.

Date: 18.01.2016

ZONAL MANAGER

INSTRUCTIONS TO SUBMIT THE APPLICATION FORMS.

The application form consists of the following documents, i.e.,

Instructions to submit the application form

Important Information

Strong Room Specifications (including Annexure I)

Carpet Area Definition

"T (technical)" part of the application, Carpet Area Definition

"F (Financial bid)" part of the application

The offers are to be submitted under two parts, i.e., 'T' (Technical) part and 'F' (Financial) part as per the enclosed formats.

T part constitutes - Items i), ii), iii), iv) and v)

F part constitutes – Item vi)

Please submit the completed application form to the Zonal Office, Raipur of the Bank as per the address furnished above

"T (Technical) part:

All the required information as per the details called for in "T" part is to be furnished duly keeping in view the Features / Requirements desired by the Bank. The features / requirements sheets, important information sheets are also to be attached to the T part. Offerers also may enclose any additional details regarding technical features, amenities provided etc. along with **site plan**, etc.

Please do not give any indication of the price, cost and financial aspects of the offer in "T" part.

Please put the **duly filled T part** of the application along with additional information, copy of the licensed plan, conversion certificates, etc. **in a separate cover** and seal the same. Please superscribe the cover as follows:

"T part pertaining to offers for Currency Chest premises on lease basis

at -----

(name of location) called by Bank of Maharashtra Zonal Office,

vide Advertisement appeared in -----

Dated -----

and in Bank's

website."

Please also mention the offerer's name, full address and telephone numbers and mobile numbers on the cover.

"F (Financial)" part:

The F part of the application shall contain nothing but price aspects of premises without any conditions. **(If the price is subject to any conditions, the same will be disqualified)**

Important:

4.2.

Please put the **duly filled F part** of the application **in a separate**

cover and seal the same. Please superscribe the cover as follows:

"F part pertaining to offer for Currency Chest premises on lease basis at ----- (name of location) called by Bank of Maharashtra Zonal Office, vide Advertisement appeared in ----- Dated ----- and in Bank"s website."

Both the sealed covers (T and F) are to be kept in another

separate closed bigger cover duly sealing the same and clearly indicating the name of the offerer and his full address, phone nos. on the cover. The same should be superscribed as follows:

"Offer for Currency Chest premises on lease basis at ----- (name of location] vide Bank of Maharashtra, Zonal Office, advertisement appeared in ----- dated ----- and in Bank"s website"

Please ensure that the final sealed cover contains two closed and sealed covers pertaining to T and F of the offer.

All the pages of the offer (both T part and F part) are to be signed by the offerer.

In case of more than one offerer, all the offerers or their GPA holder have to sign all the pages of the offer (both T and F parts).

Incomplete applications / applications lacking in details and without signatures are liable to be rejected.

Applications / offers received after the last date / time mentioned in the advertisement will not be accepted.

Offerers are requested to deliver the closed cover **in person to the respective Zonal offices of the Bank**. In case they intend to send by post, the same may please be sent by courier/speed post addressing to the said office to ensure proper delivery of their offer. Bank is not responsible if any offers are lost in transit.

Offerers should keep their offer/s valid **for a period of 6 months** from the date of advertisement.

Separate application forms are to be submitted in case more than one property is offered.

Please note that the F (Financial) part of the offer will not be opened along with the T part. After scrutiny of the technical part, visits to the sites, assessment of the offers, the F part of only those offerers, whose offers are found suitable to the Bank, will be opened at a later date. The date of opening of F part will be intimated to those offerers, whose offers are found suitable as per T part of the application.

Offerers are requested to submit their lowest possible quotes in the F part as negotiations / discussions will be held only with L1 (lowest quoted offerer), subject to suitability of the offer as per T part.

Bank reserve its right to reject any or all the offers without assigning any reason whatsoever.

Brokers please excuse.

IMPORTANT INFORMATION

Offerers of premises are requested to note the following while filling up / submitting the application form.

Acceptance of the premises offered and found suitable in the tender process - is subject to clearance by RBI.

On completion of construction work of Currency chest premises the RBI official will inspect the premises. The bank after obtaining the approval of RBI will take over the currency chest premises. If the RBI suggests any modification work, offeror will get it done.

Offerers have to submit copy of the building license and approved plan – along with permission from Local Municipal authorities for utilizing the said premises for commercial purposes / purposes of Bank.

Premises situated in Basements will not be considered.

Preference will be given for Ground Floor premises

Bank may, some times, at its discretion consider First Floor premises. In that event offerors have to ensure that the premises offered by them is capable of bearing the load of the strong room walls, strong room door, FBR safes, Currency Bin Cabinets.

The offered premises should have an exclusive and independent entrance / approach to the Bank.

No brokerage whatsoever will be paid by the Bank for securing the premises.

Payment of rent will be on **Carpet Area** basis only subject to joint measurement at landlord's cost. (Please refer to Bank's **Carpet Area Definition** in this regard.).

In any case, area more than that is required / specified in the advertisement may not be considered.

Offerors have to provide adequate parking either in the front or on the sides, or on the rear side or in the basement of the premises.

Adequate and uninterrupted water supply – preferably municipal water supply -to the premises shall be arranged with necessary capacity underground tank / over head tank and pump as per the requirement. In case, Municipal water supply is not adequate, alternate potable water source shall be made available.

Offerors also permit / provide adequate space for keeping Bank's DG Set, Solar Panel, Name Board – free of cost.

The offered premises / building shall accommodate the following functional areas.

S.No.	Detail	Appx. Carpet Area	Remarks
1.	Strong Room Vault (as per Class AA specifications of RBI)	400 sft. inside area	
2.	Al-round Patrolling Corridor	1150 mm (Min) for front and back and 750 mm (Min) for sides.	
3.	Space for Counting Room		

300 sft.

4.

Space for Manager's Cabin

120 sft.

5.

Security Lobby

100 sft

6.

Security Zone

100 sft

7.

Entrance

Exclusive and independent

8.

Whether Cash van can be brought inside the

premises in the ground floor for ensuring

Yes / No

secure loading and unloading of cash

9.

Toilets

2 Nos. of Toilets for Chest and

one Bath cum Toilet for Police

Guards

One toilet for visitors to the

chest.

10.

Police Guards' Room / Rest Room

About 200 sft.

11.

Stationery Room

120 sft.

12.

Staff Dining Area

120 sft.

13.

Generator Room

100 sft.

14.

Storage space for package materials

120 sft.

15.

Internal Staircase (for exclusive and

Required only if the offered

independent use of Bank)

premises is split into two floors

16.

Parking space

Compound wall / Perimeter wall

The landlords have to secure and provide 25 KVA power load for the currency chest premises besides carrying out normal light and power points for the premises. A minimum of 15 KVA load is to be provided immediately and balance has to be arranged progressively as and when required by the Bank.

Energy meter and water meter are to be provided by the landlords. Bank will be paying consumption charges only.

Construction of AA Class Strong Room (as per RBI approved BIS Specifications)

Landlords **at their cost** have to construct strong room having an internal area of 1200 sft. as per AA Class Specifications of RBI. As per the said specifications thickness of walls, floor and roof of strong room shall be 450 mm (1'6") with 18 mm dia RCC bars and also

of 230 mm wide twisted **Tang Bars laid with staggered joints and 25 mm overlap minimum.** (1 Row in walls, 1 Layer in Floor and 1 Layer in Roof)

For detailed Specifications please refer to “Strong Room Specifications” and “Annexure I” furnished in this form.

Tang Bars are available with M/s Godrej / M/s Gunnebo (formerly Steelage), etc.

Offerors / Landlords are advised to consult their Engineers / Architects on the cost implications of construction of Strong Room as per RBI approved BIS specifications.

Bank will be supplying Strong Room Door, Emergency Door, Exhaust Fans and Ventilators and the same are to be got fitted by the landlords to the strong room at their cost.

The landlords have to obtain all the required Municipal approvals for the proposed construction – as per the plan approved by the Bank, as well as permission from the authorities for establishing Bank’s currency chest in the said premises. That means there should not be any problem for construction of Bank’s currency chest vis-à-vis the Land use specified by the Local Authorities.

The building shall be constructed strictly adhering to the plan approved by the Bank and Municipality / Corporation / Local Authorities with regard to all-round setbacks, FSI etc. That means there shall not be any deviation between the sanctioned / approved plan by the Municipality / Corporation and the construction of the building. Any violation in this regard will not be accepted which may please be noted.

Internal height inside the strong room of the chest:

There shall be minimum clear internal height of 12” (from floor to ceiling) inside the strong room – after making allowance for 18” (1’6” or 450 mm) thick RCC roof slab. The clear height below the beams shall be 9’6” for convenient keeping of bin cabinets, locker units etc.

Patrolling Corridor width all-round the strong room: All round patrolling corridor having width of 1150 mm min. for front and back and 750 mm min. for sides is to be provided around the strong room of the currency chest.

Providing Flooring tiles: Kota stone flooring in the Strong Room of currency chest and good quality ceramic tile flooring in the remaining area.

Painting of the premises: Landlords have to carry out painting of the premises (both interior and exterior) at their cost while handing over and also carry out periodical painting of the premises once in three years.

Outer wall of currency chest:

In case of **Raipur** Chest: The outer wall of the chest can be built with Laterite / brick walls of 9” thick duly plastered on both sides. Use of hollow blocks or hollow bricks is however not allowed.

Compound / Perimeter wall covering the premises offered to Bank shall be constructed for a height of 6" with 3" high spikes above the wall. Necessary entrance gate is to be provided.

Construction of toilets:

For **Currency Chest**: Two Toilets – one each for male and female staff members and One exclusive Toilet and bath for Police guards.

One exclusive toilet shall be constructed for visitors to the chest.

Parking Space: Exclusive covered parking space shall be provided in the premises for parking staff vehicles and currency chest van.

Construction of Internal Stair Case:

If the entire area for the currency chest is made available in single floor it would be good. Otherwise, one exclusive wide internal staircase is to be built for connecting both the ground floor and first floor in case the currency chest premises is going to be split into two floors. Provision of lift is optional.

The portion in the upper floor exactly above the strong room vault shall be in the custody of the Bank for security reasons. Similarly there shall not be any vacant space / cellar space / construction beneath the strong room vault.

In case it is not possible to leave the said portions vacant / in the custody of the Bank as the case may be, then there shall be a clear gap of 2'6" (2 feet 6 inches) between the ceiling of the vault and ceiling of the ground floor to enable the security personnel to detect any penetration from the upper floor into the strong room / vault Similarly, the base of the strong room shall be raised from the floor level of the ground floor by about 2'6" for enabling the security personnel to detect any penetration from the basement into the strong room / vault.

For operational convenience, the following functional units, i.e., Manager's cabin,

Counting Area, Security Lobby and Security Area etc. shall be on the same floor as that of the strong room.

Besides, there shall be provision to bring the cash van inside / totally into the building as per security requirements.

The strong room of the currency chest shall be located in the ground floor only.

Earthquake resistant construction: The building housing the currency chest shall be resistant against earthquakes and due provisions are to be made in the construction of the building accordingly.

Other works:

There shall be exclusive / independent entry into the Currency Chest. Besides there shall be provision to bring the cash van inside / totally into the building from security angle.

Rolling shutter and Collapsible gate are to be provided by the landlords for currency chest and the branch.

Windows, Ventilators are to be provided for admitting light and for ventilation purposes. Wherever required, the same are to be strengthened by means of security grills for security purposes as under:

“The MS frame of the window and ventilators (10 mm MS flats) should be embedded in RCC walls all round. The MS rods to be welded on the MS frame should be of 20 mm. The MS rods should be welded vertically and horizontally to form squares of 3 inches. “

Provision of potable water supply, exclusive and covered parking space for staff vehicles and currency chest vehicles, space for Bank’s sign board (if needed), space for VSAT and space for keeping Bank’s DG Set / Inverter / Solar Panel.

The landlords have to secure and provide 25 KVA power load for the currency chest premises besides carrying out normal light and power points for the premises. A minimum of 15 KVA load is to be provided immediately and balance has to be arranged progressively as and when required by the Bank.

Energy meter and water meter are to be provided by the landlords. Bank will be paying consumption charges only.

The landlords have to obtain all the required Municipal approvals for the proposed construction as well as permission from the authorities for establishing our Bank's currency chest in the said premises.

The construction of currency chest and other functional areas in all respects is to be completed by the offerers within a specific time frame not exceeding 6 months' time from the date of obtention of "in principle" approval from RBI. In case of failure, the Bank would be levying a penalty of 10% of the monthly rental for every month of delay after the expiry of the said stipulated period while simultaneously reserving the right to cancel the orders placed on the landlords in case the said delay exceeds 2 months.

The entire civil works including the tiles on the floor are to be undertaken by the landlords. All the said works are to be carried out by the offerers / landlords at their cost.

The offerors have to bear the property tax, service tax and all other taxes – both present and future.

The lease period for the premises shall be for 15 years (5+5 + 5 years) with a pre-mature termination clause in favour of Bank by giving 6 months notice.

The landlords – during the currency of the lease - shall carry out repairs and maintenance works for the premises and to make the building tenantable and leak proof / water proof as per the requirement. Painting of the premises (both interior and exterior) is to be done once in 3 years.

In case the lease deed is to be registered, the cost of registration is to be borne by the landlords.

Insurance of the building is at landlord's cost.

Signature of the offerer / s

RBI approved BIS Specifications for Strong Room Vault

Class AA Vault

(vide also **Annexure I** for details and better clarity)

Walls:

Walls of the Class AA Vault shall be of reinforced concrete of grade minimum **M 40** as per 6 and 9.2 of IS 456 – 2000 and minimum **450 mm thick**. The reinforcement shall be of mild steel rods of minimum 18 mm diameter (see 7 and 8 of IS 9550 and 4 of IS 1732) placed vertically and horizontally at 200 mm center-to-center distance to form mesh and two meshes shall be staggered in such a way so that the reinforcement bars shall be at every 100 mm in cross section. The reinforcement shall be further fortified with 230 mm wide x 3.15 mm thick twisted tang bars in one row.

Floor and Roof

Floor and roof shall be reinforced concrete of grade minimum **M 40 min.** as per 6 and 9.2 of IS 456 and minimum **450 mm thick**. The reinforcement shall be of same structure as of wall, namely two way doubly reinforcement with 18 mm diameter mild steel rods (see 7 and 8 of IS 9550 and 4 of IS 1732) and 1 Layer each of twisted tang bars in floor and in roof.

Surveillance (al-round patrolling corridor)

The surveillance space of 1150 mm Min. for front and back and 750 mm Min. for sides around the Class AA vault shall be kept. The passage space on the side where main door is provided shall be widened, if required to permit maneuvering of the trolleys and the door.

Tang Bar – Design and Construction Details

Design:

Tang bar shall be made from 230 mm wide and 3.15 mm nominal thickness steel sheet of any of the four grades given in 3 conforming to the requirements given in 6 and 7.4 of IS 513 or any of the grades given in 4 conforming to the requirements given in 6 (C and Mn only), 7.3, 8 and 12 of IS 1079 or any of the grades given in 5 conforming to the requirements given in 8 (C and Mn only), 10.3 and 11 of IS 2062 or any of the grades given in 6 conforming to the requirements given in 7 (C and Mn only), 9.3 and 10 of IS 5986 (see also IS 1730) and shall be stamped in the form of a double comb for maximum material utilization. The tangs of the tang bar shall have tapered shape to resist the pulling attempt of tang bar from partially attacked concrete wall. The amount of taper to be included is 3.5 mm taper per tooth. Tang bar before laying down on site shall be twisted by a tang bar twisting machine, to radiate the tangs in all directions. The number of twists of 180 deg. each shall be approximately 2 per running meter length of tang bar. (For no. of rows, layers etc. in walls, floor and roof – please refer to Annexure I)

Welded Tang Bar:

When stamped from full sheet, the first and last strip of tang bars shall have tangs in one direction only. Two end strips of tang bars may be welded by manual metal arc welding or any other superior process like CO2 welding, MIG welding etc. with each other to have one full tang bar having tangs in both directions. The percentage of welded tang bars to be used in a given wall shall be limited to a maximum of 7.5% subject to agreement by the purchaser.

Laying of tang bars:

Tang bars shall be laid in such a way that each tang bar shall overlap by minimum 25 mm along the length. When laid in double or triple rows the overlap shall be

minimum 25 mm across the row. Further the overlapping joints (along the length) shall be staggered in successive layer (like brickwork) to avoid weak section.

While laying the tang bars, it is essential that the method adopted does not impair the efficiency of the structural reinforcement. The precise procedure may require variation to suit individual jobs and may call for the advice of the Architect or Engineer.



(For further details / clarifications with regard to supply, laying and twisting of tang bars offerors are advised to contact M/s Godrej / M/s Gunnebo (formerly Steelage etc.))

Wiring arrangement inside the Vault

All electrical wiring inside the vault shall be as per the best safety standards. The power inside vault shall preferably be controlled by power cut off switch provided on the vault door. The arrangement shall preferably be such that when the external door is closed, the power inside vault shall get cut off automatically (see 9.4 of IS 11188 (Part 1))

Please also refer Annexure 1 for details and better clarity in the matter of construction of strong room vault