



Apne liye. Apno ke liye.

NOTICE

SBI Life Insurance Company Ltd. (SBI Life) hereby invites offers bids for commercial premises on lease basis from the owners of the premises fulfilling following broad prospect:

1. The premises should be free from all encumbrances and charges and ready for immediate possession.
2. The premises must be a **commercial building** with arrangement of **commercial electricity** connection and should have basic permission and amenities such as Fire NOC, Occupation Certificate, Building Insurance, adequate & uninterrupted electricity and water supply, space for signage, parking, modern firefighting system, adequate number of car parking etc.
3. The premises should be preferably located in and around of **Patia, KIIT Square, Damana Square and Raghunathpur of Bhubaneswar.**
4. The carpet area of the premises should be between **1332 Sq. ft.**

Intending bidders should download the formats from our website www.sbilife.co.in (<https://www.sbilife.co.in/en/services/download-center/rfp-forms>). The completed technical and price bids should be submitted in separate sealed covers to "Regional Director (Bhubaneswar Region), SBI Life Insurance Company Limited, 6th Floor, Infinia Tower, Plot No : E/3, Chandaka Industrial Area, Infocity, Patia, Bhubaneswar, Dist : Khurda-751024." Contact Person: Bibhudatta Parija, Adviser - Management Services Dept, Bhubaneswar Region, Phone No.: 7504762975/9937591712 on or before **30th September 2024**.

SBI Life reserves the right to accept or reject any or all offers without assigning any reasons.

Date: 25th September 2024

Place: Bhubaneswar

Trade logo displayed above belongs to State Bank of India and is used by SBI Life under license. SBI Life Insurance Company Limited. Registered & Corporate Office: Natraj, M. V. Road & Western Express Highway Junction, Andheri (East), Mumbai - 400 069. | IRDAI Regn. No.111. Website: www.sbilife.co.in | Email: info@sbilife.co.in | Toll Free No : **1800 267 9090** (Customer Service Timing: 24x7) | CIN L99999MH2000PLC129113



ନିଜ ପାଇଁ । ନିଜ ଲୋକଙ୍କ ପାଇଁ ।

ନୋଟିସ୍

ଏସବିଆଇ ଲାଇଫ ଇନସୁରାନ୍ସ କୋ. ଲିଡି. (ଏସବିଆଇ ଲାଇଫ) ନିମ୍ନ ଲିଖିତ ବିଷୟ ପୂରଣ କରୁଥିବା ପରିସରର ମାଲିକଙ୍କ ଠାରୁ ଲିଜ ସ୍ତରରେ ବାଣିଜ୍ୟିକ ପରିସର ଲିଜରେ ନେବା ପାଇଁ ନିର୍ଦ୍ଦାମ ଆମନ୍ତ୍ରଣ କରୁଛି

୧. ପରିସରଟି ସମସ୍ତ ବେୟମ୍ବୁଟ ରହିଥିବ ଏବଂ ତୁରନ୍ତ ଅଧିଗ୍ରହଣ ଲାଗି ପ୍ରସ୍ତୁତ ଥିବ ।
୨. ପରିସରରେ ବାଣିଜ୍ୟିକ ବିଲଡିଂ ସହିତ ବାଣିଜ୍ୟିକ ବୈଦ୍ୟୁତିକ ସଂଯୋଗ ବ୍ୟବସ୍ଥା ରହିଥିବ ଓ ଏଥିପାଇଁ ମୌଳିକ ଅନୁମୋଦନ ଥିବ ଏବଂ ଅନ୍ୟାନ୍ୟ ସୁବିଧା ଯଥା ପାୟାର ଏନଏସି, ଅକ୍ସିଜେନ ପ୍ରମାଣ ପତ୍ର, ବିଲଡିଂ ଇନସୁରାନ୍ସ, ଉପଯୁକ୍ତ ଓ ନିରବଚ୍ଛିନ୍ନ ଜଳ ଯୋଗାଣ ଓ ବିଦ୍ୟୁତ ଯୋଗାଣ ବ୍ୟବସ୍ଥା, ସାଇନେଜ ସ୍ଥାପନ, ପାର୍କିଂ ପାଇଁ ସ୍ଥାନ, ଅତ୍ୟାଧୁନିକ ପାୟାର ପାଇଣ୍ଟିଂ ସିଷ୍ଟମ ଥିବା ଆବଶ୍ୟକ ।
୩. ପରିସରଟି ଭୁବନେଶ୍ୱର ର ପଟିଆ, କିଟ୍ ଷୋୟାର, ତମଣା ଛକ ଏବଂ ରତ୍ନନାଥପୁର ର ନିକଟବର୍ତ୍ତୀ ଅଞ୍ଚଳ ରେ ହୋଇଥିବା ଆବଶ୍ୟକ ।
୪. ପରିସରର କାର୍ପେଟ ଏରିଆ ୧୩୩୨ ବର୍ଗଫୁଟ ପର୍ଯ୍ୟନ୍ତ ଥିବା ଆବଶ୍ୟକ ।

ଆଗ୍ରହୀ ନିର୍ଦ୍ଦାମଧାରୀ ଆମର ୱେବସାଇଟ www.sbilife.co.in (<https://www.sbilife.co.in/en/services/download-center/rfp-forms>)ରୁ ଆବେଦନ ଫର୍ମଟିକୁ ଡାଉନଲୋଡ କରିପାରିବେ । ପୂରଣ ହୋଇଥିବା ବୈଷୟିକ ଓ ମୂଲ୍ୟ ନିର୍ଦ୍ଦାମକୁ ପ୍ରଥମ ମୁଦ୍ରା କରଣରେ ଉପର “ଆବେଦନ ନିର୍ଦ୍ଦେଶକ (ଭୁବନେଶ୍ୱର ରିଜିଅନ), ଏସବିଆଇ ଲାଇଫ ଇନସୁରାନ୍ସ କଂପାନୀ ଲିମିଟେଡ, ୬୫ ମହଲା, ଇନଫୋନିଆ ଟାୱାର, ପୁରୀ ନଂ ୧/୩, ଚନ୍ଦ୍ରବା ଶିଳ୍ପାଂଶଳ, ଇନଫୋସିଟି, ପଟିଆ, ଭୁବନେଶ୍ୱର, ଜିଲ୍ଲା-ଖୋର୍ଦ୍ଧା” କଠିକଣାରେ ଦାଖଲ କରାଯିବା ଉଚିତ । ବ୍ୟକ୍ତିଗତ ଯୋଗାଯୋଗ - ବିଭୂତର ପରିଜା- ଆଡଭାଇଜର - ମ୍ୟାନେଜମେଣ୍ଟ ସର୍ଭିସେସ୍ ବିଭାଗ, ଭୁବନେଶ୍ୱର ରିଜନ, ଫୋନ୍- ୭୫୦୪୭୭୨୯୭୫ / ୯୯୩୭୫୯୧୭୧୨ (ସେଲ୍ଫୋନ୍ ୩୦,୨୦୨୪ ମଧ୍ୟରେ)

ଏସବିଆଇ ଲାଇଫ କୌଣସି କାରଣ ନଦର୍ଶାଇ ଯେକୌଣସି ଅପରକୁ ଖାରଜ ବା ଗ୍ରହଣ କରିବା ଅଧିକାର ବଜାୟ ରଖିଛନ୍ତି ।

ତାରିଖ : ୨୫ ସେପ୍ଟେମ୍ବର ୨୦୨୪

ସ୍ଥାନ : ଭୁବନେଶ୍ୱର

ଦର୍ଶାଯାଉଥିବା ଡ୍ରୋ ଲୋଗୋ ଲାଇସେନ୍ସ ଭିତ୍ତିରେ ଏସବିଆଇ ଲାଇଫ ଦ୍ୱାରା ବ୍ୟବହାର କରାଯାଇଛି, ଯାହାକି ସ୍ୱେଚ୍ଛା ବ୍ୟାଙ୍କ ଅଫ୍ ଇଣ୍ଡିଆ ପ୍ରତିନିଧିତ୍ୱ କରେ । ରେଜିଷ୍ଟର୍ଡ ଏଣ୍ଟ୍ରୀ କର୍ପୋରେଟ୍ ଅଫିସ : ନଟରାଜ, ଏମ୍ ରି ରୋଡ୍ ଏଣ୍ଟ୍ରୀ ଷ୍ଟେସିଅନ୍ ଏକ୍ସପ୍ରେସ୍ ହାଇୱେ ଜଳସନ୍ଧ୍ୟା, ଅନ୍ଧୋରୀ (ପୂର୍ବ), ମୁମ୍ବାଇ-୪୦୦ ୦୭୯. IRDAI Regd. No. 111. Website : www.sbilife.co.in | Email : info@sbilife.co.in | ଟେଲି ଫ୍ରି ନମ୍ବର : ୧୮୦୦ ୨୭୭ ୯୦୯୦ (ଗ୍ରାହକ ସେବା ସମୟ: ୨୪x୭) | CIN: L99999MH2000PLC129113.

TECHNICAL BID
Offer for SBI Life _____ Office Premises

With reference to your enquiry/ advertisement in the _____
/ _____ (newspaper/ mail/ website), I/ We hereby offer our premises for
relocation of your Office.

i. Premises Details

Sr.	Particulars	Responses from bidders
i.	Name/s of the owner/s:	
ii.	Name of the building	
iii.	Municipal Number	
iv.	Name of the street	
v.	Name of the city	
vi.	Pin code	
vii.	Nearest Railway Station and Bus Stop	Railway Station _____ Bus Stop _____
viii.	Distance from nearest Railway Station and Bus Stop.	Railway _____ km Bus stop _____ km
ix	Transport facilities from nearest Railway Station and Bus Stop	

ii. Technical Details:

Sr.	Particulars	Responses from bidders
i.	Whether plans are approved by the local authorities	Yes / No
ii.	Whether commercial premises (i.e. should have approval from the concerned authorities)	Yes / No
iii.	No. of Floors	
iv.	Offered premises on which floor	
v.	Carpet Area* of the premises offered	_____ Sqft.
vi.	a. Is the building ready for occupation b. If not, how much time will be required for making the premises ready for occupation c. Is the flooring complete in all respects	Yes / No Yes / No
vii	Whether premises are insured	Yes / No
ix.	Ceiling Height	_____ Ft
x	Any Bar, Restaurant, Eatery are currently in the building & proposed in future. Also permission to heat/cook in premises (if cooking with flame)	YES/ No. if yes then mandatory to provide details.
xi.	Age of the building	
xi.	Any petrol pump/chemical factory within the radius of 50 meters from building	Yes/ No. if yes then provide details

xii.	Whether fire safety Certificate obtained from the fire brigade.	
xiii.	Licensed inspecting officer of fire safety system and have 6 months certificate (Form B) obtained.	Yes/ No Date of Obtaining last Certificate (Form B)

* Only the actual area in exclusive possession of SBI Life Insurance Co Ltd (SBI Life) viz. inside wall to wall of the plastered surface measurements will be considered. As such, it will exclude thickness of the external peripheral walls of the premises, columns, lofts, space below the window sills, common areas as entrance lobby / lounge, outside passage, staircases, lifts and sanitary shafts, lift lobbies, Architectural projections in façade and balconies. Joint measurement at the site will be conducted for determining the actual carpet area and calculating the final rent payments. SBI Life shall have the right to engage a registered surveyor/ surveying institution for measurement of Carpet Area.

iii. Amenities available:

Sr	Particulars	Responses from bidders			
i.	Commercial Electrical Connection Available or not (<i>Transformer Installation and supply shall not be in scope and includes only laying of cables from meter to supply boards / panel</i>)	Yes / No {If any special tariff allotted to the premises then provide nature/reason for allotting such special tariff}			
ii.	How much Electric Power is available at the premises (KVA)	_____KVA (Minimum _____KVA)			
iii.	Whether separate electricity meter is available	Yes/ No			
iv.	Whether generator/ other power back up arrangement is available? If Yes, please indicate the capacity.	Yes / No Capacity _____ (exclusive power backup arrangement preferred)			
v.	Municipal water supply Bore water supply	Yes / No Yes / No			
vi.	Details of existing furniture / furnishing if any				
vii.	Details of lift facilities				
viii.	Details of Toilets provided	Gents Toilets_____ Ladies Toilets_____ (Mandatory) Total No. of toilets : _____			
ix.	Area provided for Parking	No. of Cars: _____ No. of Two Wheelers _____			
X	Any other information you would like to furnish (Please use an Annexure if required)				
Owners	Name	Address	Occupation*	Contact Details	Signature

*Please specify clearly –eg Businessman, Advocate etc

Date:

Place

FINANCIAL BID
Offer for SBI Life _____ Office Premises

Sr	Particulars	Responses from bidders
I	Address of the premises	Pin _____
II	Name of the Owner/s	
iii.	Carpet* area..... sqft.	
iv.	Rent per month <ul style="list-style-type: none"> Rent quoted should be exclusive of Taxes. The owner is liable for payment of all taxes/levies and statutory dues for the premises including Municipal/ Property taxes. 	Rs. _____ p.m. Calculated as Carpet Area.....sqft. x Rate per sqft. Rs.
v.	Maintenance charges	Rs. _____ pm (Area.... sq ft x rate Rs.....per sq ft.
vi.	Any other charges	Rs. _____ pm (Area..... sq ft x Rate Rs.....per sq ft.
vii.	Total (Rent + Maintenance Charges+ Other charges) (SBI life will not consider any charges at the time of opening bids and further negotiations)	Rs. _____ pm (Area..... sq ft x Rate Rs..... per sq ft)
viii.	Security Deposit	
xi.	Lease Period (subject to a minimum of 9 years) and Lock in period** **Min. lock in period should be 3 years for premises furnished by the owner and 6 years for premises furnished by SBI Life	Lease period _____ years Lock In period _____ years
x.	Any other information you would like to furnish (Please use an Annexure if required)	

*Only the actual area in exclusive possession of SBI Life Insurance Co. Ltd. (SBI Life) viz. inside wall to wall of the plastered surface measurements will be considered. As such, it will exclude thickness of the external peripheral walls of the premises, columns, lofts, space below the window sills, common areas as entrance lobby / lounge, outside passage, staircases, lifts and sanitary shafts, lift lobbies, Architectural projections in façade and balconies. Joint measurement at the site will be conducted for determining the actual carpet area and calculating the final rent payments. SBI Life shall have the right to engage a registered surveying institution for measurement of Carpet Area.

Owners	Name	Address	Contact Details	Signature

Date:
Place: