



With Us, You're Sure

SBI Life Insurance Company Ltd. (SBI Life) hereby invites offers from the owners of commercial premises on lease basis, free from all encumbrances and ready for immediate possession with a carpet area of 5300 to 5500 sq. ft. with adequate parking and all amenities including sufficient and uninterrupted electricity and water supply for an upcoming office in Kurnool. Intending bidders should download the formats from our website www.sbilife.co.in. The completed Technical and Price Bids should be submitted in **two separate sealed covers** to **The Regional Director (AP Region)**, SBI Life Insurance Company Limited, Address H. No.59A-1-5/1, K P Nagar, 3rd Floor, Sri Hari Towers, Vijayawada, Andhra Pradesh - Pin Code 520008. Tel No. 0866-2463157 on or before 01-02-2020.

Mark City Name (Kurnool) on Top of the envelope

SBI Life reserves the right to accept or reject any or all offers in full / part without assigning any reasons

Date: - 25-01-2020

Place:- Vijayawada

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IRDAI Registration no. 111 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 locating your Office.

I. Premises Details:

Sr. No.	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. No.	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.	

* 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.

III. Amenities available:

Sr. No.	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)	
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	Name	Address	Occupation**	Contact Details	Signature
Owner 1					
Owner 2					
Owner 3					

****Please specify clearly- eg Businessman, Advocate etc.**

Date:

Place:



PRICE BID
Offer for SBI Life _____ Office Premises

Sr. No.	Particulars	Responses from bidders
I	Address of the premises	Pin _____
ii	Name of the Owner/s	
iii	Carpet* area Sq. ft.	
iv	Rent per month <ul style="list-style-type: none"> Rent quoted should be exclusive of Service Tax. 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..... Sq. ft. x Rate per sq. ft. Rs.
V	Security Deposit	
Vi	Lease Period (subject to a minimum of 6 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
Vii	Any other information you would like to furnish (Please use an Annexure if required)	

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	Name	Address	Occupation*	Contact Details	Signature
Owner 1					
Owner 2					
Owner 3					

***Please specify clearly- eg Businessman, Advocate etc.**

Date:

Place: