



**SBI Life**

**INSURANCE**

With Us, You're Sure

## COMMERCIAL PREMISES REQUIRED ON LEASE BASIS

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 **commercial building** with and 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 Fire fighting system, adequate number of Car parking etc.
3. The premises in the vicinity of **Srinagar** and surrounding area is preferred.
4. The carpet area of the premises should be between **1500 sq.ft to 1700 sq. ft.**

Intending bidders should download the formats from our website **www.sbilife.co.in** (<https://www.sbilife.co.in/en/services/download-centre>- RFP forms). The completed Technical and Price Bids should be submitted in separate sealed covers to "**The Regional Director – Chandigarh Region, SBI Life Insurance Company Limited, 4th Floor, Plot No. 144, Industrial Area – Phase 2, Chandigarh, Pin - 160002**"

Tel No. **0172-2672509, 2672511** on or before **18/12/2018**.

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

Date: - 12/12/2018

Place:- Chandigarh

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SBI Life Insurance Co. Ltd. Registered & Corporate Office: Natraj, MV Road & Western Express Highway Junction, Andheri (East), Mumbai - 400069.

**IRDAI Registration no. 111 CIN: L99999MH2000PLC129113**



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## پٹے پر تجارتی احاطے کی ضرورت

ایس بی آئی لائف انشورنس کمپنی لمیٹڈ (ایس بی آئی لائف) درج ذیل خصوصیات کے تجارتی احاطے کو پٹے پر حاصل کرنے کیلئے مالکان سے درخواستیں طلب کرتے ہیں۔

- (1) احاطہ ہر قسم کی رکاوٹ یا تھوٹ سے مبرا ہونا چاہئے اور فوری طور پر صرف میں لانے کے تیار ہو۔
- (2) احاطہ لازمی طور پر تجارتی بجلی کنکشن کے ساتھ تجارتی عمارت ہونی چاہئے اور اس میں بنیادی اجازت اور سہولیات جیسے فائر این اوسی، اوکیشن سرٹیفکیٹ، بلڈنگ انشورنس، معقول اور بلا غلط بجلی اور پانی کی سپلائی، سائن بورڈ لگانے کی معقول جگہ، پارکنگ، آگ بجھانے کا جدید نظام، معقول تعداد میں گاڑیاں ٹھہرانے کی جگہ وغیرہ۔
- (3) سرنگر اور اس کے آس پاس احاطے کو ترجیح دی جائے گی۔
- (4) احاطے کا رقبہ 1500 مربع فٹ سے 1700 مربع فٹ کے درمیان ہونا چاہئے۔

خواہشمند حضرات ہماری ویب سائٹ (<https://www.sbilife.co.in/en/services/download-centre-RFP-forms>) سے وضع ڈاؤن لوڈ کر سکتے ہیں۔ مکمل نمائندگی اور قیمت بڈس علیحدہ ممبر بندلفافوں میں "دی ریجنل ڈائریکٹر۔ چندی گڑھ ریجن، ایس بی آئی لائف انشورنس کمپنی لمیٹڈ، 4 ویں منزل، پلاٹ نمبر۔ 144 انڈسٹریل ایریا۔ فیز 2 چندی گڑھ، پین۔ 160002" ٹیلی فون نمبر۔ 0172-2672509, 2672511 پر 18-12-2018 تک پہنچ جانی چاہئے۔

ایس بی آئی لائف کو یہ حق حاصل ہے کہ وہ کوئی بھی پیش کش یا سبھی پیش کشیں مکمل یا ان کے حصے رد کر سکتی ہے۔

جگہ، چندی گڑھ

تاریخ: 12-12-2018

اوپر دیا گیا تجارتی لوگوٹھٹ بک کی ملکیت ہے اور ایس بی آئی لائف انشورنس کے زیر استعمال تحت لائسنس ہے۔

ایس بی آئی لائف انشورنس کمپنی لمیٹڈ۔ رجسٹرڈ کارپوریٹ آفس: سراج، ایم وی روڈ اینڈ ویسٹرن ایکسپریس

ہائی سے چٹشن، اندھیری (ویسٹ)، ممبئی۔ 400069

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.   | Particulars  | Responses from bidders                  |
|-------|--|---|
| i.    | <b>Name/s of the owner/s:</b>                                  |   |
| 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 _____<br>Bus Stop _____ |
| viii. | Distance from nearest Railway Station and Bus Stop.            | Railway _____ km<br>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<br>b. If not, how much time will be required for making the premises ready for occupation<br>c. Is the flooring complete in all Respects | Yes / No<br>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<br>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<br><br>{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<br>( Minimum _____KVA)  |
| iii. | Whether separate electricity meter is available   | Yes/ No   |
| iv.  | Whether generator/ other power back up arrangement is available?<br>If Yes, please indicate the capacity.   | Yes / No<br>Capacity _____<br>(exclusive power backup arrangement preferred)  |
| v.   | Municipal water supply<br>Bore water supply   | Yes / No<br>Yes / No  |
| vi.  | Details of existing furniture / furnishing if any   |   |

|        |  |         |             |   |           |
|--------|--|---------|-------------|---|-----------|
| vii.   | Details of lift facilities   |         |             |   |           |
| viii.  | Details of Toilets provided  |         |             | Gents Toilets_____ Ladies Toilets_____<br>( Mandatory)<br>Total No. of toilets :_____ |           |
| ix..   | Area provided for Parking  |         |             | No. of Cars: _____<br>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**

## PRICE 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"> <li>Rent quoted should be exclusive of <b>Taxes</b>.</li> <li>The owner is liable for payment of all taxes/levies and statutory dues for the premises including <b>Municipal/ Property taxes</b>.</li> </ul> | Rs. _____ p.m.<br>Calculated as Carpet Area..... sqft. x Rate per sqft. Rs. .... |
| v.   | Security Deposit   |  |
| vi.  | Lease Period (subject to a minimum of 6 years) and Lock in period**<br>**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<br>Lock In period _____ years                           |
| vii. | Any other information you would like to furnish (Please use an Annexure if required)   |  |

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| Owners | Name | Address | Contact Details | Signature |
|--------|------|---------|-----------------|-----------|
|        |      |         |                 |           |

**Date:**  
**Place:**