1 Nov. 2026

Panjim Goa

12 x 10 cm - BW

SBI Life

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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 **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 Firefighting system, adequate number of Car parking etc. Premises property tax will be paid by landlord.
3. The premises in the vicinity of **Panjim** and surrounding area is preferred.
4. The carpet area of the premises should be between **3300 sq ft. to 3500 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 **"The Regional Director", SBI Life Insurance Company Limited,** 101, Nova Goa Building, Dr. Atmaram Borkar Road, Panjim Tehsil - Panjim Goa , Pin code - 403001. Ph. : 0832 - 2433524 on or before 15th Nov. 2026

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

Date: 01/11/2026 Place: Panjim, Goa

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 Registration No.111. CIN L99999MH2000PLC129113 Website: www.sbilife.co.in Email: info@sbilife.co.in Toll free no: 1800 267 9090 (Customer Service timing: 24X7)

SBI Life

माझ्यासाठी. माझ्या जिवलगांसाठी.

सूचना

एसबीआय लाईफ इन्शूरन्स कंपनी लिमीटेड (एसबीआय लाईफ) याद्वारे खालील व्यावसायिक मालमत्तेच्या मालकांकडून भाडेतत्त्वावर लिलाव पध्दतीने बोलीधारकांना खालील व्यापक अपेक्षा पूर्ण करणाऱ्या निविदा मागवत आहे.

१. जागा सर्व भार मुक्त आणि शुल्क मुक्त आणि तात्काळ ताबा घेण्यास तयार असावेत.

२. जागा व्यावसायिक इमारत असणे आणि व्यावसायिक वीज कनेक्शनची व्यवस्था असणे आवश्यक आहे आणि त्यांना अग्निशामक नाहरकत प्रमाणपत्र, ऑक्युपन्सी प्रमाणपत्र, इमारत विमा, पुरेशी आणि नियमीत वीज आणि पाणीपुरवठा, नादाच्या बोर्डसाठी जागा, पार्किंग, आधुनिक अग्निविरोधक व्यवस्था, पुरेशी कार पार्किंग इ. अशी मूलभूत परवानगी व सुविधा असणे आवश्यक आहे. जागेचा मालमत्ता कर घरमालकाने भरावा.

३. पणजी व आसपासच्या परिसरातील जागांना प्राधान्य देण्यात येईल.

४. परिसराचे कार्पेटमधील क्षेत्र ३३०० चौरस फूट ते ३५०० चौरस फूट दरम्यान असावे.

इच्छुक बोलीदारांना आमच्या वेबसाईटवर www.sbilife.co.in (https://www.sbilife.co.in/en/services/download-center/rfp-forms) येथुन नमुना डाऊनलोड करुन घ्यावा. पूर्ण झालेली तांत्रिक आणि किंमतीची बोली स्वतंत्रपणे सील बंद ठेव लिफाफ्यामध्ये सादर करावी "प्रादेशिक संचालक", एस बी आय लाईफ इन्शुरन्स कंपनी लिमिटेड, १०१, नोवा गोवा बिल्डींग, डॉ. आत्माराम बोरकर रोड, पणजी, तालुका पणजी, गोवा, ४०३००१. दूरध्वनी : ०८३२ – २४३३५२४ या ठिकाणी १५ नोव्हेंबर २०२६ किंवा त्या पुर्वी सादर कराव्यात. एसबीआय लाईफ कोणतेही कारण न सांगता पूर्ण/अंशात्मक कोणत्याही किंवा सर्व ऑफर्स स्विकारण्याचा किंवा नाकारण्याचा अधिकार आरक्षित आहे.

दिनांक : ०१/११/२०२६ ठिकाण – पणजी, गोवा

वर प्रदर्शित करण्यात आलेला लोगो स्टेट बँक ऑफ इंडियाचा आहे आणि त्याचा वापर एसबीआय लाईफ द्वारा त्यांच्या परवाना अंतर्गत केला जातो. एसबीआय लाईफ इन्शूरन्स कंपनी लिमीटेड, नोंदणीकृत आणि कॉर्पोरेट कार्यालय : नटराज एम. व्ही. रोड व पश्चिम द्रुतगती महामार्गाचे जंक्शन, अंधेरी (पूर्व) मुंबई – 400 069. IRDAI नोंदणी क्रमांक 111. CIN: L99999MH2000PLC129113 वेबसाईट : www.sbilife.co.in ईमेल : info@sbilife.co.in,टोल फ्री क्र.: 1800 267 9090 (Customer Service timing: 24X7)

Internal

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Annexure II

Technical and Financial Bids

Offer for SBI Life _____Office Premises

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

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.	Postal code	
vii.	Name and Distance from nearest Railway Station	Railway _____km
viii.	Name and Distance from nearest Bus Stop	Bus stop _____km___
ix	Transport facilities from nearest Railway Station and Bus Stop	

Technical Details:

Sr.	Particulars	Responses from bidders
i.	Whether plans are approved by the local Municipal 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

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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 100 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 (*Transformer Installation and supply shall not be in scope and includes only laying of cables from meter to supply boards / panel)*	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	

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vii.	Details of lift facilities	
viii.	Availability / provision of Ramp at ground level	
ix	Details of Toilets provided	Gents Toilets____ Ladies Toilets____ (Mandatory) Total No. of toilets: _____
x	Area provided for Parking	No. of Cars: _____ No. of Two Wheelers _____
xi	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

Copies to be attached:

i. Title Certificate
ii. Latest Property Tax Payment receipt
iii. Proof of commercial property

Note: Any Cuttings/ corrections should be counter signed by the bidder

Date: **Place**

Internal

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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 • 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)	

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Date: **Place:**

Date: -

Place: -

To,

M/s. SBI Life Insurance Co. Ltd.

Regional office Mumbai

I/ We ..... (Landlord Name), hereby agree to provide / permit the followings to SBI Life insurance co. Ltd.:

(1) Permission to install two (2) MPLS antenna towers on the terrace (Approx. 15 feet high) for internet connectivity. Mandatory Society NOC will be provided before the execution of the lease agreement.

(2) To provide two new toilets - One for ladies and one for gents - with new Jaquar commodes, Jaquar fittings, water storage tank, new tiles, exhaust fans and windows with glass louvers in both washrooms. A door for pantry and a pantry platform with a steel sink and tap (Jaquar fitting) will also be provided. *Note: All **Civil work in landlords' scope.***

(3) To provide flooring tiles, panty tiles above the platform, celling with paint, windows, colouring of walls and window grills, painting of all window frames and cleaning of glasses. In the case of exterior glass façade of building, regular cleaning will be done. One openable grill /window/door for emergency exit need to be provided by landlord.

(4) To provide separate dedicated earthing for the SBI Life office as per sbi Life standard.

Standard Earthing parameters as below.

- Phase-Neutral = 225 to 230 Volts.
- Phase-Earth =225 to 230 Volts.
- Neutral- Earth 0.1 to 2V Volts

(5) To provide a separate commercial electricity meter with LCB/MCB for SBI Life.

(6) To provide electrical work up to the premises gala electrical panel.

(7) To provide electrical panel at premises gala (offered Gala to SBI Life)

(8) To Permit SBI Life two signage boards, one in front and one on the side frontage of the premises, both of 25 x5 feet, as well as two lollypop boards 5 x 5 feet. Society NOC will be provided landlord.

(9) To provide permission to SBI Life to do branding at entrance gate of gala and common passage outside of gala. Society NOC will be provided by landlord.

(10)Potable Drinking water (e.g., Bisleri) to be paid by SBI Life.

(11)BMC water charges /Society water charges (tap water / wash room water) to be paid by landlord

(12)Building maintenance to be paid by landlord

(13)Parking charges to be paid by landlord.

(14)Property Tax and Municipal Tax to be paid by landlord.

(15)**SBI life Shall pay only Rent and GST** (GST will be reimbursed by SBI Life after submission of an invoice along with GST R1 receipt on monthly basis)

(16)Security deposit equivalent to three (3) month's rent will be paid by SBI life after execution of the lease agreement.

(17)Lift maintenance charges, if any, will be paid by landlord.

(18)To paint and whitewash the premises from inside and common area of floor used by SBI life after every 3 years.

(19)**To allow 3 month's rent-free possession to SBI Life after execution of the lease agreement and completion of civil work for Interior work.**

(20)To allow SBI Life's appointed interior contractor to carry out furniture work on site. Necessary NOC from the society will be provided before agreement.

(21)To provide rolling shutters with proper paint at all entrances of the offered gala/ Premises.

(22)To provide 35 -50 KVA electrical load with commercial electrical meter for the offered gala.

(23)Premises insurance will be taken for the entire agreement period, and the insurance copy will be submitted to Sbi life within 1 month of agreement execution. In case of non-submission of insurance copy then SBI life will withhold rent until the insurance document is received at SBI Life.

(24)To provide space for AC out door units and provide walk bay for AC maintenance.

(25)The Lease deed execution charges will be initially paid by landlord. SBI Life will reimburse 50% of the stamp duty and registration charges. The full security deposit amount will be paid by SBI Life within 30 days from the date of submission of lease document. (SBI Life will require the original lease document or true copy for release of payment).

(26)50% of advocate charges (maximum up to 5,000/- only) will be reimbursed by SBI Life upon submission of the original advocate receipt.

(27)) To agree for SBI life's standard lease deed draft. (No changes or corrections shall be permitted in any clause of lease deed.)

(28)To Provide KYC documents and the last 3 years income Tax Returns (ITR) for vendor creation at the time of Lease deed execution

(29)The age of building shall not exceed 15 years

(30)Any other requirements of SBI Life Insurance Co. Ltd will be provided by me/us.

(31) Sprinkler System by Landlord.

Signature:

Name of landlord/s:

Landlord Address:

Date:

1 Nov. 2026
Panjim Goa
12 x 10 cm - BW

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सूचना

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३. पणजी व आसपासच्या परिसरातील जागांना प्राधान्य देण्यात येईल.
४. परिसराचे कार्पेटमधील क्षेत्र ३३०० चौरस फूट से ३५०० चौरस फूट दरम्यान असावे.

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दिनांक : ०१/११/२०२६ ठिकाण - पणजी, गोवा

वर प्रदर्शित करण्यात आलेला लोगो स्टेट बँक ऑफ इंडियाचा आहे आणि त्याचा वापर एसबीआय लाईफ द्वारा त्यांच्या परवाना अंतर्गत केला जातो. एसबीआय लाईफ इन्शूरन्स कंपनी लिमीटेड, नोंदणीकृत आणि कॉर्पोरेट कार्यालय : नटराज एम. व्ही. रोड व पश्चिम द्रुतगती महामार्गाचे जंक्शन, अंधेरी (पूर्व) मुंबई - 400 069. IRDAI नोंदणी क्रमांक 111. CIN: L99999MH2000PLC129113
वेबसाईट : www.sbilife.co.in ईमेल : info@sbilife.co.in,टोल फ्री क्र.: 1800 267 9090 (Customer Service timing: 24X7)

Internal