

## DRAFT OF NEWSPAPER NOTICE

Advertisement In English: -



**राजस्थान  
ग्रामीण बैंक**

**RAJASTHAN GRAMIN BANK**

सरकार के स्वामित्वाधीन अनुसूचित बैंक  
**Scheduled Bank Owned by Government**

Website: <https://rgb.bank.in>

Telephone No. 0291-2593188

### NOTICE

Offers are invited for hiring, on lease basis, ready built or under construction or open plot (commercial approved) premises with adequate parking space in two bid system (technical & financial) for the Bank at JDA, Jaipur – Zone No. 4, 5, 8, 9, 11 & 14 (Complete Zone) and Zone No. 10 & 13 (towards south from Agra Road), having 30,000 (-5%) to 35,000 (+5%) square feet Carpet Area.

Please visit website <https://rgb.bank.in> or <https://eprocure.gov.in> for formats & other details.

Last date of receipt of the offers is 18.10.2025, up to 17:00 Hours.

General Manager

हिंदी में विज्ञापन:-



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दूरभाष नं . 0291-2593188

### नोटिस

जयपुर में बैंक हेतु दो बोली प्रणाली ( तकनिकी और वित्तीय) में पर्याप्त पार्किंग स्थान के साथ पूर्ण निर्मित या निर्माणाधीन या खुला प्लॉट ( व्यावसायिक स्वीकृत) परिसर को पट्टे के आधार पर किराये पर लेने के लिए प्रस्ताव आमंत्रित किए जाते हैं। इस हेतु जेडीए, जयपुर के जोन संख्या 4, 5, 8, 9, 11, & 14 (पूर्ण क्षेत्र), 10 (आगरा रोड से दक्षिण की ओर), 13 (आगरा रोड से दक्षिण की ओर) में 30,000 (-5%) से 35,000 (+5%) कारपेट एरिया का परिसर चाहिए। कृपया प्रारूप और विस्तृत विवरण हेतु वेबसाइट <https://rgb.bank.in> या <https://eprocure.gov.in> देखें।

आवेदन प्राप्त करने की अंतिम तिथि 18.10.2025, सांय 05:00 बजे तक।

महाप्रबंधक

## **ADVERTISEMENT FOR HIRING OF NEW PREMISES**

### **RAJASTHAN GRAMIN BANK**

The Bank is looking for Ready Built / Under Construction / Open Plot, commercially approved Premises for its Head Office at Jaipur. Details are as under:

Preferred Location	: JDA, Jaipur – Zone No. 4, 5, 8, 9, 11 & 14 (Complete Zone) Zone No. 10 & 13 (from Agra Road, Southern Part of Zone)
Area	: 30,000 (-5%) to 35,000 (+5%) square feet Carpet area
Parking	: 30 Four Wheelers & 60 Two Wheelers (Dedicatedly for Bank only)

Sealed applications offering the premises in two bid system are invited from owners of the properties on the enclosed formats.

Lease period will be 15 years. Banks standard format of the lease deed is available on the Bank's website.

**Technical Bid:** Technical bid should contain details of location, built up area, available carpet area and other physical details, building plan of the premises, availability of water and electrical supply etc. Offered premises should have all clearance certificates from the local authority including for commercial use. Copies of all relevant permissions / authorization should be available. Otherwise offer will be rejected. If the building is mortgaged to other Bank/FI, the position should be disclosed in the technical bid.

**Financial Bid:** Financial bid should contain the expected rent per sq.ft. for the carpet area, lease terms along with the future increase in rent, taxes, service tax/GST, advance rent required if any, or any other condition. The offer should be accompanied by a Demand Draft / Pay Order for Rs. 10,00,000/- enclosed with technical bid in favour of Rajasthan Gramin Bank, payable at Jodhpur as earnest money deposit. Offers without earnest money will not be considered.

These two bids shall be in separate sealed covers. Both the bids should be kept in sealed cover and super subscribed with "Offer for the premises for "Head Office, Jaipur" should reach the office of undersigned on or before 18.10.2025 up to 17:00 Hours.

Enclose all documents in support of the offer. Renovation of the premises shall have to be done as per Bank's plan and norms. Lease agreement as per Bank's format shall have to be executed.

Offers through brokers will not be accepted. The Bank reserves its right to accept or reject any or all the proposal(s) without assigning any reason therefore.

This advertisement is also available on website <https://www.rgb.bank.in> and <http://eprocure.gov.in>.

General Manager

**Submission of Bid Applications in Respect of Premises to be Offered on Lease Rent to  
Rajasthan Gramin Bank**

**General Guidelines for Bidders**

Bidders must note that:

1. The "Technical Bid" and "Financial Bid" must be submitted in two separate sealed envelopes at below mentioned address: -

The Chief Manager,  
Office Administration Department,  
Rajasthan Gramin Bank,  
Camp Office – Jodhpur,  
Tulsi Tower, 9<sup>th</sup> B Road,  
Sardarpura, Jodhpur (Raj.) - 342003

The last date for submission of the Bids is 18.10.2025 up to 17:00 Hours.

2. Bank requires independent ready premises for its offices having commercial use permission. The area required is about 30,000(-5%) to 35,000 (+5%) square feet of carpet area. Out of this, approximate 5,000 sq ft. or more should be on Ground floor. The building should have adequate dedicated parking space for nearly 60 two wheelers and 30 four wheelers.

3. All columns of the forms must be filled in and no column should be left blank.

4. Demand draft / Pay Order for Rs. 10,00,000/- must be enclosed with the tender document in favour of Rajasthan Gramin Bank, payable at Jodhpur, as earnest money deposit to be enclosed with the technical bid. It will be refundable, immediately after selection of premises to the unsuccessful bidders. For successful bidder, it will be refunded on handing over the premises; it will not bear any interest. The amount of earnest money will be forfeited in full, in case the selected bidder does not enter into the agreement with Bank or after entering into agreement, does not hand over the premises after making suggested changes as per Bank's requirement and instructions. Technical bids not accompanied with the Demand draft / Pay Order will not be considered.

5. Every offer should contain details of one property only and every offer should be supported by separate Demand draft/Pay Order for Rs. 10,00,000/- as stated above.

6. The bid will be valid for at least 3 months from the last date of submission.

7. Our advertisement is for ready built / Under Construction (Construction will be completed in within 06 to 07 Months) / Open Plot (Construction will be completed within 06 to 09 months) premises. Therefore, necessary occupancy certificate as well as the certificate of commercial use issued by the competent local body / authority must be available.

8. Preference will be accorded in the following sequence: Ready-Built structures, Under-Construction properties, and then Open Plots.

9. Independent buildings will be given preference.

10. The financial bids will be opened in case of only those bidders who are short listed on the basis of the scrutiny of the technical bids and who also agrees to sign the Bank's standard lease deed.

11. No enquiries regarding selection will be replied. This is strictly prohibited.

12. The Bank reserves the right to reject any or all bids applications without giving any reason thereof.
13. Premises must be located on minimum 80 to 100 feet wide road.
14. If the bidder proposes an **under-construction property or an Open Plot**, the bank will require an additional amount of Rs. 10 lakh as Security Deposit at the time of issuing the offer letter, the total Security Deposit will be Rs. 20 lakh (Rs. 10 lakh EMD + Rs. 10 lakh additional Security Deposit).
15. If the bidder fails to hand over the proposed premises within the stipulated time frame, the Bank reserves the right to impose a penalty of Rs. 2 lakh per month for the delay period and that will be adjusted from above mentioned security deposit.
16. The Bank shall be, at liberty, at any time during the period of the lease, to terminate the tenancy under the lease deed and vacate the demised premises by giving three calendar months notice to the lessor/ lessors and in that event, the bank shall not be liable to pay any rent for the residual period, damages, costs or any other claim or amount whatsoever to the lessor/ lessors.
17. The Bank reserves the right to postpone/cancel the tender. Any amendment / corrigendum to the tender invitation issued by the Bank shall be uploaded on the eProcurement portal and bank website only.
18. Lease shall be preferably 5+5+5 years with increment in rent after each 5 years.
19. Landlord will have to arrange for electricity connection of 250 to 300 KVA.
20. Cost of the power connection will be borne by the landlord. However, the Bank will pay bill for consumption of electricity.
21. All the existing liability such as outstanding energy, water consumption charges as well as taxes of local body should be cleared by the land lord before handing over the premises of the Bank. The underground water tank should have a minimum capacity of 30,000 litres and the overhead water tank should have a minimum capacity of 5,000 litres.
22. Fire NOC of Premises Must be necessary for participating in the tender.
23. Bidder must enclose self attested KYC documents with Technical Bid. (i.e. PAN Card, Aadhar Card, Relevant Registration Certificate)
24. The technical evaluation will be done on the basis of the documents submitted by the bidder and the suitability of the property location ascertain by bank.
25. Signature of Bidder/s at bottom of each page/ document is necessary.

General Manager

**Technical Bids Application Form (Part-1)**

**(Please sign on each page)**

**In respect of premises to be offered on lease/rent to**

**Rajasthan Gramin Bank**

From:

Date:

To,  
The General Manager  
Rajasthan Gramin Bank  
Head Office Jaipur (Camp Office Jodhpur)

Dear Sir,

**Technical Bid (Tender Part-1): Offer for premises for Bank offices on lease/Rental Basis.**

With reference to your advertisement published in ..... newspaper dated ..... for hiring of premises on lease/rental at ....., we submit herewith our offer for the same with the following technical particulars/details for your consideration. (Note: No column should be left blank. If not applicable, please mention "NA")

1. Name of the Landlord/Developer :
2. Address and Mobile number :
3. Location and address of property with longitude and latitude :
- 4(a). Location of the Offered Property (As per JDA Jaipur Zone) : 4 / 5 / 8 / 9 / 11 / 14 / 10  
(Please tick accordingly) (from Agra Road, Southern Part of Zone) & 13(from Agra Road, Southern Part of Zone)/Other(please specify)
- 4(b). Whether location is in commercial market or residential area : \_\_\_\_\_
5. Plot area (detail of plot such as size, area, FSI, Lease etc.) :
6. Whether Municipal/Local Development Authority permission to construct the premises obtained. :
7. Distance from the Jaipur Airport :
8. (a) Distance from the Jaipur Main Railway Station :

9. Distance from nearest Post/Telephone Office :
10. (i) Details of Proposed Building Offered :
- (ii) Front Road (Width in feet) : ..... feet wide
11. (a) Distance from Sindhi Camp Bus stand :
- (b) Name of nearest Police station :
- (c) Distance from nearest Police station :
12. a. Foundation :
- b. Frame Structure (Describe loads (per sq. ft.) for which frame has been designed & also please enclose the certificate of structural Engineer that each floor is capable to sustain load of the cluster of compactors will be utilized for storage of records. :
- c. Super Structure (Thickness of wall etc.) :
- Inside & Outside plaster :
- Inside & Outside painting :
- Doors (nos & specifications) :
- Windows (nos & specifications) :
- Flooring (mention room-wise flooring as also in toilet with skirting / dado etc.) :
- If multi-storied complex furnishes details of total no. of floors in the building & whether facility of lift is available. :
- Whether plan approved by local Municipal/Local Development Authority :
- Situation of building i.e. floor on which located. :
- Underground Water Tank Capacity : \_\_\_\_\_ Litres
- Overhead Water Tank Capacity : \_\_\_\_\_ Litres
- Sanitary arrangement (no. of W.C/Toilet block) :
- No. of balconies (with size) :
- Electricity (no. of points, Type of wiring, meter etc.) Separate electric meter for Bank will have to be arranged by landlord) :

Mention whether additional 3 phase electric connection if required by the Bank will be provided at your cost?

Mention whether agreeable to carry out distemper/ color : wash at your cost once in 2 years.

Mention details of area in sq.ft. (Carpet) of parking facility, if any, for scooters / cars that can be available exclusively to the Bank.

	: Area .....	Sq. Ft.
2-Wheeler	.....	(In Nos.)
4-Wheeler	.....	(In Nos.)

13. Condition of Building, e.g. Old building, new building or under construction (mention likely date of completion). :
14. Details of other infrastructure (compound wall, porches, garage, stilt floor etc.) :
15. Area of building (please mention super build up /built up area along with carpet area with number of floors). :
16. Whether willing to carry out additions/ alterations/repairs as per specifications / plan given by the Bank? (Yes/No)
17. Whether willing to offer premises on lease for period of 15 years or more? (Reasonable increase in rent can be considered after 5 years) (Yes/No)
18. Whether any deposit / loan will be required? (Give brief details). :
19. Any other information (Give brief details). :
20. List of enclosures (attached) such as copy of plan approved by the competent authority, latest Municipal house tax receipt, last sale deed, approval for commercial use etc. :

- A)  
B)  
C)  
D)  
E)

Demand Draft/Banker's Cheque/Pay Order No. \_\_\_\_\_ Dated \_\_\_\_\_ for Rs. 10,00,000/-in favour of the RGB is enclosed.

We have not made any alteration in the tender Performa.

We have not charged any interest on our deposit for due performance of tender.

Yours faithfully,

(\_\_\_\_\_)

Address:

Moblie No.:

**Price Bid Application Form (Part-II)**

**(Please sign on each page)**

**In Respect of premise for your Head Office at Jaipur to be-offered on lease/rent to  
Rajasthan Gramin Bank**

From:

To,  
The General Manager,  
Rajasthan Gramin Bank,  
Head Office Jaipur (Camp Office Jodhpur)

Dear Sir,

**Offer of premises for your Head Office at Jaipur on lease/Rental Basis.**

I/we offer my/our premises situated at \_\_\_\_\_ for use of the Bank at for its Head Office at jaipur on the following terms and conditions:

- i. I/We will carry out additions / alternations to our building as required by you, strictly according to your plan and specifications and carry out the work of decorations etc. in accordance with the details to be furnished by you and as advised by the Bank time to time. You therefore will first approve the plan, before we submit the same to authorities concerned. The building will have a carpet area of about as per details provided in Technical Bid, submitted by us. Carpet area means actual floor area available for use after deducting the areas of walls, passages, staircases, sanitary blocks, water room, entrance area, balcony, garages/parking. etc. The possession of the premises will be given to you only after the Bank is fully satisfied that the entire work has been carried out to the Bank's requirement and specifications and if after taking possession, it is found that any item or work remains unattended or not according to your specifications, I/we undertake to complete the same within a reasonable time frame before the date of possession of premises and in case of default, the Bank will be at liberty to complete the unfinished jobs and realize the expenses incurred, from the monthly rent payable to me/us by the Bank.
- ii. No changes in the plan will be made during the addition/alteration work and if any changes are required the same will be carried out only after obtaining Bank's prior approval in writing therefore, all general notes shown in the plan will be strictly complied with by me/us.

The work of renovation of the building will be entrusted to the contractors of my/our Architect's choice and all expenses in that connection including Architect's fees will be borne by me/us. The electric points will be provided by me/us as per the Bank's requirements. The ceiling fans and tube lights will be supplied by the Bank but will be fitted by me/us at my/our cost in the portion of the building occupied by the Bank. Expenses for loose wires, chain of pipes for handling electrical fixtures, etc. will be borne by me/us. These fans and tube lights will at all times remains the property of Rajasthan Gramin Bank. The premises complete in all respect will be made available as early as possible, but in any case, not later than two months from the date of acceptance of this offer by the Bank

The Bank may at its discretion extend this period. However, it will be open to the Bank or decline to accept the offer, if the delay is in the opinion of the Bank too much.



- iii. I/We will provide the necessary arrangement for the continuous and regular supply of water throughout day and night. I/we will provide electric motor and pump of required capacity as suggested by the Bank's Engineer / Architect. All maintenance charges in this connection except actual electrical consumption shall be borne by me/us. The required number of water taps including one directly from Municipal Water Connection, for drinking water will be provided by me/us, in the premises. Water consumption charges / bills of Municipality will be borne by the Bank. I/We provide sanitary, privy, urinals, ladies toilet, hand wash basin, and towel rails etc. as per the Bank's lay out plan exclusively for Bank's use.
- v. Distempering of the building, polishing /oil painting of the wood and ironwork will be carried out by me/us once in Two years, whenever necessary, I/we will carry out tenable repairs to the premises. If I/we fail to do this, the Bank will have right to recover this from me or from the rent payable to me/us.
- vi. During the tenancy of the lease, I/we undertake to carry out the additions/ alterations to suit the Bank's requirements, if the same are structurally feasible and technically permissible by the local authorities, with a suitable increase in rent based strictly on the additional expenditure involved. If the Bank desires to carry out any such alternations at its own cost, I/we will permit it on the existing terms & conditions
- vii. The Municipal Corporation or local authorities' permission to renovate and lease the premises in question to the Bank will be obtained by me/us and produced for your inspection. Any other permission if required will be obtained by me/us. In case, I/we will decide to sell the premises, at first it will be offered to bank at a reasonable price and in case the Bank is not agreeable to purchase the same, I/we shall dispose of the same subject to Banks tenancy rights.
- viii. The lease agreement will contain an undertaking that I/we will not during the currency of the lease agreement transfer, mortgage, sell or otherwise create any interest in the premises leased to you/with any party affecting your right of occupation and any of the terms of the lease without your consent and only after obtaining due NOC in this regard.
- ix. Expenses in connection with drafting and execution of the lease agreement will be borne half to half between me/us and the Bank, but if loan is required the charges for investigation of the title including search charges of Bank's solicitor Advocate will be borne by me/us entirely.
- x. The Bank will have the right to sub-let the premises, but that should be for the un-expired period of lease and any extension thereto and with prior approval.
- xi. Separate electric meters, shed for parking vehicles, rolling shutter or collapsible gate to the main entrance, safety bars to all the windows and compound walls with gate, all around the building will be provided by me/us at my/our cost. If required by the Bank, 3-phase electric connection will be arranged by me/us at our cost.

**xii. Rent/lease Charges:**

(A) The rent of premises will be ` ..... per sq. ft. (Carpet area) per month inclusive of all taxes.

B) The house tax and all Municipal / Government present and future taxes will be paid by us (landlord). The present rate of Municipal /Government taxes is \_\_\_\_\_% of rent per annum.

C) Other service charges for garage/parking/lift/Maintenance/ cleaning (if any) will be paid by us (landlord).

D) \_\_\_\_\_ sq. ft. (Carpet) area will be earmarked for the Bank for parking at \_\_\_\_\_ for which no rent/cost will be charged.

E) GST on the rent will be exclusive of the Quoted rent of the premises.

**xiii. Period of Lease etc.:**

The initial period of lease will be for five (5) years. The Bank shall have Two options of renewing the lease of the demised premises at the expiry of first five (5) year term for further five year each at the rent based on an escalation of \_\_\_\_\_% over present rent and on the same terms & conditions.

**xiv. Loan / Advance Requirements:**

I/we require a loan/advance of in Rs. \_\_\_\_\_ from the bank for construction of the building. I/we agree to pay interest thereon installments of the loan and create/furnish necessary security to the Bank including equitable mortgage of my/our property, the loan will be recoverable with interest as per RBI directives and Bank's norms.

## SUMMARY:

(Amt. In Rs.) (Area in Sq. Ft.)

Name of the owner/landlord/s	
Full Address of the premises (Including Name of building, Plot No., Name or No. of Street, etc.)	
Rentable Carpet Area of the premises offered (Excluding Parking Area)	_____ Sq. Ft. <b>Full Premises</b> <b>or</b> _____ Sq. Ft. in Basement _____ Sq. Ft. in Ground Floor _____ Sq. Ft. in First Floor _____ Sq. Ft. in Second Floor _____ Sq. Ft. in Third Floor _____ Sq. Ft. in Fourth Floor _____ Sq. Ft. in Fifth Floor _____ Sq. Ft. <b>Total</b>
Monthly Rent per Sq. ft or Lump Sum (On carpet area basis exclusive of all taxes as applicable).	_____ Per Sq. Ft. for Basement _____ Per Sq. Ft. for Ground Floor _____ Per Sq. Ft. for First Floor _____ Per Sq. Ft. for Second Floor _____ Per Sq. Ft. for Third Floor _____ Per Sq. Ft. for Fourth Floor _____ Per Sq. Ft. for Fifth Floor  <b>or</b> Lump sum _____ Per Month
Premises offered for a period of	15 Years
Initial Period of Lease	5 Years
Further option	Two options of 5 years each.
Increase in rent at the time of exercising renewal options within the lease period	_____ %
Service charges per month for additional facilities like exclusive lift, standby generator set, Air conditioning, electrical fixtures if any	_____ Per Sq. Ft. per month
Parking space offered within the monthly rent <b>(No rent shall be charged for parking area)</b>	_____ Sq. Ft.
Municipal and other local taxes will bear by	By Landlord
GST will bear by	By Bank
Other Charges, Rental deposit if any.	
Remarks, if any	

Yours faithfully,

(\_\_\_\_\_)

Address:

Mobile No.: