

Public Notice for lease of NABARD's premises at Worli

National Bank for Agriculture and Rural Development (NABARD) invites sealed bids for leasing out its premises on 1st and 7th floors admeasuring 12537 sq. ft. and 6366 sq.ft. respectively along with car parking space situated **at Sterling Centre, Dr. Annie Besant Road, Worli, Mumbai 400 018 for a maximum period of 3 years.**

2. The reserve lease rental, Earnest Money Deposit (EMD) and the date and time of Inspection of the premises are as under :

Area in Sq.ft.	Reserve lease rental per month	Earnest Money Deposit (EMD)	Dates and time of Inspection
12537	1st Floor - Rs. 30 lakh	Rs. 1 lakh	21 June 2010 to 09 July 2010 between 10.00 a.m. to 5.00 p.m on any working day excluding Saturdays, Sundays and Holidays.
6366	7th Floor - Rs. 15 lakh	Rs. 1 lakh	-do-

3. Payment of Earnest Money Deposit (EMD) should be made by Demand Draft /Pay Order only drawn on any scheduled bank in favour of NABARD, payable at Mumbai. Amount paid as EMD shall not carry any interest.

4. The Tender Form prescribed for the purpose along with the detailed terms and conditions of lease will be made available by the Premises Department, 2nd Floor, 'A' Wing, NABARD, Head Office, 'G' Block, Bandra Kurla Complex, Mumbai - 400 051 or can be down loaded from our website : www.nabard.org. **Separate bids may be submitted for 1st and / or 7th floor lease.**

5. The interested parties may submit their **unconditional and unqualified** bids in the prescribed document along with requisite DD/PO towards EMD, as above, in a sealed envelope addressed to Shri Neeraj Kumar CGM, Premises Department, NABARD, Head Office, C-24, 'G' Block, Bandra Kurla Complex, Bandra (E), Mumbai - 400 051. The envelope super-scribed 'BIDS FOR LEASE OF STERLING CENTRE PREMISES ___ FLOOR' should be deposited in the drop-box located on the 2nd floor, 'A' Wing of NABARD, Head Office Building, at the above address not later than 3.00 p.m. on 12th July 2010.

6. The bids will be opened at 11.00 AM. on 13 July 2010 (or any other date as decided by NABARD) on 2nd floor, 'A' Wing, NABARD, Head Office at the above address. The top five bidders will be given an opportunity to raise/ revise their bids upwards. NABARD reserves its rights to accept/reject any or all bid(s) without assigning any reason(s) therefor.

Date : 09 June 2010
Place : Mumbai

(Neeraj Kumar)
Chief General Manager
Premises Department, NABARD

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Check List

*Demand Draft/ Bankers Cheque for the EMD is placed in the cover III and sealed.

*Details of the Demand Draft/ Bankers Cheque of EMD are mentioned in the clause 1 (a) on page No.4 of the Tender Document.

*Duly filled Tender form in cover II and sealed.

* Amount is filled in Schedule I enclosed.

*Ensure that the sealed cover No. II and III is put in cover No. I and sealed.

TENDER FORM

From :

Address :

Re. Proposed Leasing out by the National Bank for Agriculture and Rural Development (hereinafter referred to as "NABARD") its Office premises situated at 1st and 7th floors of Sterling Centre, Dr. Annie Besant Road, Worli, Mumbai - 400 018 admeasuring 12537 sq.ft and 6366 sq.ft. respectively on lease basis alongwith car packing space for a maximum period of 3 years,

The Chief General Manager
National Bank for Agriculture and Rural Development
Premises Department, 2nd Floor, 'A' Wing
C-24, 'G' Block
Bandra-Kurla Complex
Bandra (East)
Mumbai - 400 051.

Dear Sirs,

Leasing of Sterling Centre Premises

I/We the undersigned am/are submitting (personally, by depositing in the tender box kept at the 2nd Floor, 'A' Wing, NABARD, HO, Bandra Kurla Complex, Bandra (E), Mumbai - 400 051) this offer (as a Tender in a sealed envelope) to take on lease from you, the above mentioned premises for the period not exceeding 3 years on the terms and conditions mentioned hereunder :-

- 1.(a) I/We am/are forwarding along with this Tender, the Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One lakh only) per floor, vide Demand Draft No. dated _____ drawn on _____ and payable to NABARD in respect of 1st and /or 7th floor of Sterling Centre Premises, Dr. Annie Besant Road, Worli, Mumbai - 400 018 and the same may either be retained by you or be encashed by you as you may decide. The EMD amount is put in the envelope marked as 'III' issued with this tender document and is duly sealed.
- (b) I/We understand that three envelopes marked as 'I', 'II' and 'III' have been enclosed along with this tender form. The Demand Draft / Pay Order/ Banker's Cheque for EMD and the duly filled tender form are put in the envelopes III and II respectively and both these envelopes are put in the envelope I. All the envelopes are duly sealed.
2. The lease rent payable by me / us to you for taking on lease basis the above mentioned premises shall be as per schedule I enclosed, subject to terms and conditions of lease agreement to be entered into with NABARD.
3. The acceptance of this offer will be communicated to me / us by NABARD within a period of 90 (ninety) days from the date of opening of the tender and the EMD deposited with the tender shall not be withdrawn by me / us during this period.
4. If my / our offer (Tender) is not accepted by you within the time specified above or is rejected, the Earnest Money Deposit of Rs.1,00,000/- (Rupees one lakh only) per floor remitted herewith shall be refunded to me / us **without interest** and neither party shall have any claim against the other on any count whatsoever.
5. If my/our offer (Tender) is accepted by you within the time specified above, the Earnest Money Deposit of Rs. 1,00,000/- (Rupees one lakh only) per floor remitted herewith shall be treated as part of advance deposit for the period of

lease. The advance deposit will be equivalent to four month's rent. The balance of the advance deposit will be paid by me / us immediately on receipt of written communication from the Bank in this regard but not later than 15 days from the date of receipt of such communication failing which EMD amount submitted by me/us will be forfeited by the Bank. The advance deposit shall be refunded after adjustment of any dues to the lessor, on termination of the lease and vacating and handing over possession of the premises to the lessor as specified in lease agreement to be entered into with NABARD.

6. I / We am / are aware that a Tender without the Earnest Money Deposit of Rs.1,00,000/- (Rupees one lakh only) per floor in the form of the Demand Draft / Pay Order/ Banker's cheque will be considered as invalid.
7. I / We am / are also aware that any alteration / addition / omission in this Tender form shall also render the same invalid at the discretion of the Bank.
8. I / We am / are aware that the Tender should be deposited in the Tender Box kept at the 2nd Floor, `A' Wing, NABARD, HO, Bandra-Kurla Complex, Bandra (East), Mumbai-400 051 not later than 3.00 p.m. on 12 July 2010. The tenders shall be opened at 11.00 a.m. on 13 July 2010 in the presence of prospective tenderers who wish to be present at the time of opening of tenders. The Bank reserves the right to cancel any / all the tenders or extend the date of submission of the tender/ opening of the tender.
9. In case I / We wish to be present for opening of the tenders, I / we shall identify the tender submitted by me / us at your office and sign the register maintained for the purpose of opening of the tender.
10. TENDER TERMS & CONDITIONS
 - (a) I / We confirm having fully inspected the property and having made all enquiries from Municipal and other local authorities concerned.
 - (b) **I / We note that NABARD reserves the right to invite maximum / top five bidders to give them an opportunity to improve their offer immediately after opening of the tender at 11.00 a.m. on 13 July 2010. NABARD will decide the highest bidder out of maximum top five bidders after their improved offer.**
 - (c) If my / our offer (Tender) is accepted, I / We will enter into lease agreement with NABARD before taking over the possession of the premises from the date to be specified by NABARD.

(d) I / We am / are aware that if I / We fail to execute the lease agreement within the date specified by NABARD, the EMD deposited with this tender will be forfeited by NABARD.

(e) The stamp-duty (and registration charges, if any), payable on this Tender and / or Instrument of Transfer lease shall be borne and paid by me / us alone.

(f) I / We am / are aware that NABARD will not pay any brokerage in the transaction.

11. I / We am / are aware that necessary approval from Municipal Corporation or any other authorities etc. are to be obtained by me / us towards the transaction. The expenditures, if any, incurred for the above would be borne / paid by me / us.

12. The name and address of my / our Lawyer, who will attend to the matter is as under :

13. The drafts of all documentation that may be finalised between my / our lawyer and the NABARD and / or its lawyer in Mumbai, shall be final and binding on me / us.

14. I / We / am / are aware that the NABARD is not bound to accept the highest or any tender and will not be required to give any reason for rejecting any Tender. I / We am / are also aware that in case my / our offer is not as per the lease rent decided by NABARD, NABARD may reject my / our offer even if I / we am/ are the highest bidders.

15. I / We / am / are aware that all the payments are to be made in favour of "NABARD" and payable at Mumbai.

16. The advertisement release in this context will form part of the Contract.

Yours Truly,

Name and Signature of the Tenderer

Check list for enclosures / activities done by the tenderer

(to tick wherever applicable and to be submitted alongwith this tender form)

Sr.No.	Enclosures/Activities already done by the tenderer	Please tick / to ensure completion of the activity
1	Entered the lease price in the Schedule I enclosed (Col.3 & 4)	
2	Countersigned on each page of the Tender form	
3	Enclosed the sealed envelope III containing the DD for the Earnest Money Deposit.	
4	The quoted amount is written in words as well as figures correctly in Schedule-I	
5	All the corrections have been duly authenticated by signing besides the correction.	

I / We hereby confirm that, all the terms and conditions specified in this Tender Form are acceptable to me / us. I / We further confirm that, all the required details have been furnished in the appropriate blank places and if this tender form is incomplete in any respect on my / our part then the same may be rejected fully.

Signature of the Tenderer : _____

Name/Designation :

Date :

Name of the Institution :

Address :

:

:

Seal of the Institution :

SCHEDULE - I

Lease Rent offer for Sterling Centre Premises

Floor	Area in Sq. Feet	Rate per sq.ft. (Rs.) per month	Rent Per Month
Col. (1)	Col. (2)	Col. (3)	Col. (4) =Col. (2)xCol. (3)
1st Floor	12537		Rs..... (Rupees.....)
7th Floor	6366		Rs..... (Rupees.....)

Signature of the Tenderer :

Name/Designation : _____

Date :

Name of the Institution : _____

Address :
:
:

Seal of the Institution :