



ਪੰਜਾਬ ਗ੍ਰਾਮੀਣ ਬੈਂਕ



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**Punjab Gramin Bank**

Sponsored by : Punjab National Bank

APPLICATION FORM  
PART I  
(TECHNICAL BID)

The General Manager,  
Punjab Gramin Bank,  
Head Office Kapurthala

Date: - .....

Dear Sir,

REG:-APPLICATION FOR BANK BUILDING/SITE AT.....

The details of premises which I/we offer to lease out to the Bank are as under:-

1	Name of Owner(s) (% share of each owner)  Address:	1. 2. 3.
2	Telephone/Mobile No of owner(s)	Mobile No:
3	Complete address of <b>site/premises offered and Locality</b>	
4	Type of Building (Commercial/ residential/Mixed use)	
	Type of Construction (framed/ load bearing)	
	Year of construction	
	Height of the floor to ceiling	
	<b>Size of Plot/building</b>	Front.....ft Depth.....ft
5	Size of the Parking area	Front.....ft Depth.....ft
6	Carpet area offered to bank (if any of the bidders having more area than Bank's requirement, they may offer the part area to Bank as per its requirement)	Carpet Area.....Sq.ft.
7	Whether the owner has clear and marketable title. (photocopy of ownership proof & relevant papers to be enclosed)	
8	Whether any loan running against for the offered property, if yes, then NOC has to be obtained from the bank / financial institution.	
9	Whether the offered property has Municipal Approval for commercial use. (Attach copy)	
10	Details of sanctioned plan (Copy to be furnished on demand)	
11	Details of completion/ occupation certificate (Copy to be furnished on demand)	
12	Amenities offered	
13	Whether electric power connection load available. If not, landlord is required to provide the same.	
14	Running water facility available	
15	Sanitary facilities available	
16	Whether suitable space on terrace available for VSAT antenna, RF antenna, Radio Antenna etc.	

17	If the building is old whether repairs / renovations is required	
18	Is there any bar by local body for carrying out Banking business in the centre/ locality.	
19	Earnest money to be submitted	Rs.25000.00 per application (Refundable) DD No. .... Bank Name..... Date of Issue.....
20	Account detail of Applicant	Account No. .... Bank Name..... IFSC Code..... (Attach photocopy of Passbook/Cheque/Account Statement)

## SIGNATURE OF THE OWNER/S

I/we agree to execute lease deed in Bank's standard format. I/We declare that I/We are the sole owners of the property and have the authority to let out the premises. I/We am/are enclosing copies of approved plan, commercial permission & other relevant documents. My offer will be valid for next 180 days from the date of opening of financial bid.

PLACE

DATE :

SIGNATURE OF THE OWNER/S

### NOTE:

- ☐ No indication as to price aspect is to be given in "Technical Bid" failing which the offer shall be summarily rejected.
- ☐ **MOST IMPORTANT: Technical Bid (Envelope No.1) and Financial Bid (Envelope No. 2) are to be submitted in separate sealed covers marked as "Technical Bid" & "Financial Bid" respectively with name, address & contact number of the applicant.**
- ☐ Both these sealed covers are to be submitted in single sealed cover super scribed/Marked as **"Offer of Premises for Punjab Gramin Bank .....(name of Branch /Office)"** with name, contact number & address of the applicant.
- ☐ \*Carpet area of any floor shall be the covered area worked out excluding area of walls, door and other openings in the walls, intermediate pillars within the plinth area, verandah, corridor, passage and loft, entrance hall and porch, staircase and mummy, shaft and machine room for lift, bathroom and lavatory, air-conditioning ducts and plant rooms, shaft and sanitary piping, balcony and cantilevered porch.

