



सर्व हरियाणा ग्रामीण बैंक
Sarva Hararyana Gramin Bank
(भारत सरकार का उपकरण)
(Govt. of India (Incorporating))

प्रायोजक : पंजाब नेशनल बैंक



Sponsored by Punjab National Bank

Regional Office: Rohtak, Plot No-1 Sector -3 Huda Rohtak (124001)

नए परिसर हेतु विज्ञापन

सर्व हरियाणा ग्रामीण बैंक अपने बैंक आउटलेट के लिए लीज/किराए के आधार पर नए परिसर के लिए प्रस्ताव आमंत्रित करता है। उपयुक्त व्यावसायिक स्थान/परिसर रखने वाले इच्छुक व्यक्ति/पार्टी अपना प्रस्ताव पूर्ण विवरण के साथ एक सीलबंद लिफाफे में "बैंक परिसर के लिए प्रस्ताव: काहनौर" अंकित कर क्षेत्रीय कार्यालय:रोहतक को 11.11.2025 सायं 04.00 बजे तक जमा करवा सकते हैं। बैंक बिना कोई कारण बताए किसी भी या सभी प्रस्तावों को अस्वीकार/ रद्द करने का अधिकार सुरक्षित रखता है। यदि कोई सुधार/शुद्धिपत्र, हुआ तो वो, केवल बैंक की वेबसाइट पर डाला जाएगा। विवरण के लिए, हमारी वेबसाइट www.shgb.co.in पर जाएं।

क्रमांक	बैंक परिसर का नाम	वर्गीकरण	ज़िला	आवश्यक क्षेत्र (वर्गफुट)
1.	शाखा काहनौर	ग्रामीण	रोहतक	1000-1400

नोट:- (1) प्रॉपर्टी लाल डोरा में स्थित न हो।

(2) केवल वही भू-स्वामी आवेदन करे जिनके पास उस सम्पत्ति के मालिकाना हक के पूर्ण दस्तावेज उपलब्ध हो और तहसील में रजिस्टर्ड किरायानामा करवाने में सक्षम हो।

(3) अधिक जानकारी के लिए निकटम शाखा में संपर्क करें।

आवेदन/प्रस्ताव निम्नलिखित पते पर भेजे:-

क्षेत्रीय प्रबंधक, क्षेत्रीय कार्यालय: रोहतक

सर्व हरियाणा ग्रामीण बैंक, प्लॉट नंबर 1 सेक्टर-3 हुड्डा जिला: रोहतक (124001) ☎01262-285513

तकनीकी और वित्तीय बोली के लिए अलग-अलग लिफाफे पर क्रमशः "शाखा कार्यालय : काहनौर परिसर के लिए तकनीकी बोली" और "शाखा कार्यालय काहनौर परिसर के लिए वित्तीय बोली" लिखना होगा, जिसे सील करके एक अन्य लिफाफे में "शाखा कार्यालय काहनौर परिसर के लिए प्रस्ताव/आवेदन" का उल्लेख करते हुए कवर पर मालिक का नाम और मोबाइल नंबर लिखा होना चाहिए। तकनीकी और वित्तीय बोली के प्रारूप हमारी वेबसाइट पर उपलब्ध है।

नोट: तकनीकी बोलियां खोलने की तिथि 12.11.2025 पूर्वाह्न 11.00 बजे है।

(यदि बोली खोलने की तारीख में कोई बदलाव होता है, तो उसे बैंक की वेबसाइट www.shgb.co.in पर रखा जाएगा)

क्षेत्रीय प्रबंधक

5



Terms and Conditions for Bank Premises:

1. **Area of Building (As per Advertisement):** For Rural: 1000-1400 Sq Ft., For Semi-Urban: 1000-1400 Sq Ft., URBAN/Area -I (Major A Class City) : 1200-1500 Sq Ft.
2. Bidder should submit Full details of the Proposed Building along with a copy of approved construction plan and NOC for commercial use of the premises.
4. **Lease Period:** Preferable for 15 Years as per the following Terms:
 - (i) 5 years(1st Term)
 - (ii) 5years (2ndTerm)
 - (iii) 5 years (3rdTerm)
5. **Enhancement of Rent is permitted:**
 - (i) On completion of 1STTERM
 - (ii) On completion of 2nd TERM
6. Bidder shall agree to execute Lease Deed for entire period with periodic increase in rent on the standard format of Bank with No exit clause during such period. However, Bank shall have absolute right to determine/terminate the lease by giving 3 months notice in advance to the landlord.
7. Prescribed "Agreement to Lease" and "Lease Deed" incorporating all the terms and conditions as approved by the competent authority shall invariably be got executed on the stamp paper, as per the rates prevailing in Haryana State. However, the lease deed should be got registered with the concerned competent authorities.
8. Bidder should submit consent for sharing the registration/execution charges for Agreement to Lease and Lease Deed in the ratio 50:50
9. The charges/levies/penalties, misuse charges if any, for commercial use of premises shall be borne by the Landlord.
10. The landlord must have a clear title for the property, approved plan of Building and commercial approval of Building from concerned Authority etc.
11. Accommodation should be sufficient for the present and if possible, for future requirements of the Bank and have a provision for hiring additional space, whenever required.
12. Premises should be suitable from the point of security and have all civic facilities such as adequate sanitary arrangements preferably having separate Wash Room for Lady Customers/Staff, water, electricity, natural light and ventilation.
13. The building should be strong and modern and should provide for natural structural safety from Hazards of earth quake, fire, theft and collapse.
14. The premises, especially the branch premises, should be preferably on the ground floor and if ground floor is not available, the same should be on the first floor



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(Govt. of India Undertaking)

प्रायोजक : पंजाब नेशनल बैंक



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Regional Office: Rohtak, Plot No-1 Sector -3 Huda Rohtak (124001)

~~with lift facility. However, Branch/Office premises at first floor should also have ramp up to the entrance gate for the Old/Disabled customers/persons with wheel chair. The premises should be ready built as far as possible. The construction of the building on plot should be last priority. The structure of the building should be strong enough to bear the weight of strong room, strong room doors, safes and locker cabinets.~~

15. The Landlord will construct Strong Room as per Bank's/RBI specifications at own cost.
16. While submitting the proposal for Bank premises, Bidder should mention the power load available. Bidder should submit the consent letter to provide power load as per the actual requirement.
17. The parking space should either be free of cost or included in the Rent. No separate charges for parking shall be considered. Hence, the same shall also be incorporated in the lease deed specifying the complete details thereof.
18. **No Advance shall be granted to the Bidder either to tenancy rights due to leasing out the premises or to enable existing occupant to purchase alternative accommodation** for their use so as to enable them to lease out the premises.
19. Applications received from Brokers/Property Dealers/Real Estate Agencies on behalf of Land Lords will not be entertained by Bank and such applications will be out rightly rejected.
20. Applicant will be required to submit KYC documents of all owners i.e. Photo Id Proof & Address Proof.
21. After visit of premises/site by the Building committee, the financial bid will be opened of only those bidders whose technical bid qualified.
22. The whole premises should be on the single floor.

The RFP document comprising of Technical and Financial Bid are uploaded as Annexure A & B to this RFP on Bank's website: www.shgb.co.in



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(Govt. of India Undertaking)

प्रायोजक : पंजाब नेशनल बैंक



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Annexure A

Technical Bid

Bank Premises for Branch Office, SHGB: _____

1. Name of the Registered Building Owner:

(i) Sh./Ms. _____

(ii) Sh./Ms. _____

(iii) Sh./Ms. _____

2. Address of Building along with sketch/plan:

3. Area of Building with Floor position: _____ Sq. ft.; Floor:

(Super built area, Covered area, Carpet area be given separately)

4. Location: Urban/Semi-Urban/Rural

5. Ownership of Building: Owned/Power of Attorney/Panchayat/

(Enclose Copy) Municipal Corporation/Market Committee/

Government/PSU

6. Construction type: Concrete/Other Material (Please specify)



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प्रायोजक : पंजाब नेशनल बैंक [P.N.B.] Sponsored by Punjab National Bank

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7. Type of Building: Closed/Open space
8. Age of Building: No. of Years Constructed _____
9. Approach to Building: On Front (Main)Road/Back (Gali) Road/Market Area
10. Availability of Parking Space: Yes/No, if yes then please mention Area
11. Space for Generator Set: Available/Not available
12. Roof Top right: For installing of V-Sat/Solar Panel for UPS
13. Relevant information about the building:
 - (i) Copy of Approved Plan of Building:
 - (ii) Copy of Sanctioned Power Load:
 - (iii) Copy of Commercial Approval Building from concerned Authority:
 - (iv) Any portion of the building is unauthorized; if so give details of the same:

I/We confirm that all the above said information given by me/us is true and I/We hold clear marketable title to the property. I/We shall provide all documents/papers that are required/necessary to your panel advocate for establishing the title to the property. I/We shall abide by the terms and conditions of the Bank.

Date:

Signature of building Owner



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प्रायोजक : पंजाब नेशनल बैंक



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Annexure B

Financial Bid

Bank Premises for Branch Office, SHGB: _____

1. Name of the Registered Building Owner with KYC proof:

(i) Sh./Ms. _____

(ii) Sh./Ms. _____

(iii) Sh./Ms. _____

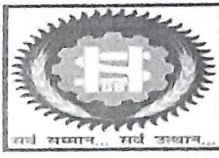
2. Address of Building:

3. Area of Building with Floor position: _____ Sq. ft.; Floor:

4. Bid for the Rent amount for the above building:

Rate per Sq. Ft @ Rs. _____/-

Total Rs. _____/- p.m.



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Declaration:

I/We am/are hereby declare to submit that I/We am/are ready to accept the **Rent*** for the above said building @

(i) Rate per Sq. Ft @ Rs. _____/-

Total Rs. _____/- p.m.

The decision of the Bank shall be final and reserves the right to accept/ reject any/aloffers without assigning any reason whatsoever. No brokerage will be paid by the Bank

Date:

Signature of Building Owner