



## Annexure 1 A

### (Advertisement on Bank's Website)

#### Premises Required

Dated: 10-04-2024

Bank desires to acquire a minimum two (02) Hotel rooms on lease basis for a minimum period of five (05) years for opening of new Holiday Home at Shimla & Manali in Shimla & Kullu District of Himachal Pradesh.

The offers are invited under two bid system (Technical Bid & Financial Bid). Interested parties (except brokers) may obtain the prescribed format of technical bid (Annex-2) and financial bid (Annex-3) from Punjab & Sind Bank's Zonal Office Chandigarh First Floor, SCO No 84-91, Sector 17-B Chandigarh 160017 (between 10.00 AM to 5 PM from Monday to Friday and on 1st, 3rd and 5th Saturday) up to 01-05-2024 by 05:00 PM or may download the same from Bank's website <https://punjabandsindbank.co.in>

The duly filled in offer complete in all respect in separate sealed covers marked "Technical Bid" & "Financial Bid" and super scribing "Offer for New Holiday Home at Shimla or Manali" on top and name, address & contact number of offerer at bottom left corner should be addressed to:

**The Zonal Manager,  
Punjab & Sind Bank,  
Zonal Office Chandigarh  
First Floor SCO-84-91,  
Sector 17 B, Chandigarg 160017**

The last date of submission of completed application form in separate sealed covers in two part (Technical & financial Bid) is 01-05-2024 upto 5.00 PM. The offer shall be dropped in the box kept for the purpose at the premises of Zonal Office Chandigarh First Floor, SCO No 84-91, Sector 17-B Chandigarh 160017 on or before 01.05.2024 upto 5.00 PM.

The technical bid or offer shall be opened on next working day at 3 PM and date of opening of financial bid will be intimated to short listed bidders subsequently.

**The bank reserves right to cancel any or all tenders and stop the process at any point of time without assigning any reason or notice whatsoever.**

  
Zonal Manager



**PUNJAB & SIND BANK**

**ZONAL OFFICE CHANDIGARH**

**TENDER REFERENCE DATED – 11-04-2024**

**LAST DATE OF RECEIPT OF TENDER – 01-05-2024**

**TENDER DOCUMENTS**

**For Holiday Home at**

**1. Shimla & 2. Manali**

**on lease basis**





Punjab & Sind Bank, Zonal Office Chandigarh invites sealed tenders for suitable premises on long term lease basis (minimum lease period shall be of 5 years) for Holiday Home tie-ups (for 2 Family size rooms with king size bed and extra bed bedding should be provided if required at no additional cost. At most 3 person should be accommodated comfortably in one room) at **Shimla & Manali** from reputed hospitality providers, interested owners / power of attorney holders from 3 star hotels / hotels having at least 3 star facilities.

The Technical Bid and Financial Bid formats can be downloaded from Bank's website [www.punjabandsindbank.co.in](http://www.punjabandsindbank.co.in). The formats are also available at our Zonal Office- Chandigarh OR B/o Shimla & Manali, which can be collected during office hours on any working days.

The minimum criteria for pre-qualification will be as under:-

- a. The Applicant(s) should be the bonafide Owner(s) or Power of Attorney Holder(s) of the hotel/resort;
- b. The Applicant(s) should be an Income Tax assessee(s) with PAN No. and its Tax returns must be up-to-date.
- c. The hotel / resort should have been constructed as per the sanctioned / approved Plan of the competent development Authority. The hotel should be well maintained.
- d. The hotel / resort should be situated at location with proper approach road from city of **Shimla & Manali**.
- e. The hotel should be free from special Hazards like fire, water logging, flood, etc.
- f. The hotel should be atleast 3 star rated by Ministry of Tourism, Government of India or confirming the checklist of facilities for 3 star hotels issued by Ministry of Tourism, Government of India vide circular no. 8-TH-I(3)/2013-Pt-1 dated 19.01.2018.
- g. The hotel should be in a position to give on lease the rooms immediately after carrying out necessary changes / alterations as required by the Bank.

1. **Method of submitting Tenders:**

Tenders should be submitted only in sealed covers. Tender covers will have three parts.

- **First cover** – (Technical Bid cover) – This cover should contain Part I of application duly filled and signed by the bidder/s in all pages, along with necessary enclosures. The cover should be closed and sealed and super scribed as “Technical bid (as per Annexure 1) for Holiday Home at Shimla or Manali” and should also contain the name and address of the bidder on the cover.
- **Second cover** – (Financial Bid cover) – This cover should contain Part II of the application duly filled and signed by the bidder/s. This cover should be closed and sealed and super scribed as “Financial Bid (as per Annexure B) for Holiday Home at Shimla or Manali” and should also contain the name and address of the bidder/s on the cover.
- **Third cover** – Both the first and second cover should be placed in the third cover and should be super scribed as “SEALED TENDER FOR HOLIDAY HOME AT Shimla or Manali” and to be addressed to

**The Zonal Manager,  
Punjab & Sind Bank,  
Zonal Office, SCO 84-91,  
Sector 17-B, Chandigarh 160017**

2. **Last Date for submission of Tender :- 01-05-2024 at 05:00 pm**





3. **Place for submission: - The Zonal Manager, Punjab & Sind Bank, Zonal Office, Chandigarh, SCO 84-91 Sector 17-B, Chandigarh 160017.**
4. Tenders (Technical bid) will be opened at Regional Office, on 02-05-2024 at 05:00 pm or at any date decided by the Bank.
5. Bidder should ensure that the tender is received by the Bank before the date and time specified and no consideration whatsoever shall be given for postal or any kind of delay. Tenders received after the specified date and time are liable to be rejected and the decision is at the sole discretion of the Bank.
6. Punjab & Sind Bank reserves the right to accept or reject or cancel any or all tenders without assigning any reason thereof and also reserve the right to place the order to any technically suitable Bidder/s who may not be the lowest as it deemed fit and proper.
7. Only unconditional tenders will be accepted. Any conditional tender will be liable for rejection. Any bidder desire of imposing any condition having financial implication should load the tender appropriately and should not put any condition in the tender.
8. Bank will shortlist the offers based on information provided in Technical Bid tender in accordance with Bank's requirement, viz., location of the hotel, accessibility for Shimla or Manali Town, total number of room in the hotel (hotel having more number of rooms shall have preference), overall atmosphere / ambience, parking space provided, amenities & other infrastructure provided (like lift, back up DG set, room heater, gyser etc) and other essential requirements spelt out in Technical Bid.
9. The Financial Bid would be opened after short listing of Offers based on Technical Bid. Financial bid would be opened only for those short listed offers, on a future date and will be intimated to the short listed bidders at a later date.
10. Banks decision on selection of the prospective offer is final.
11. In case of dispute the decision of the Bank will be final and binding on all.
12. The Hotel/ Guest House shall abide by the rules, guidelines, policies, and procedures applicable to running Hotel/ Guest House business, follow the rules and regulations issued by the various Government Authorities under whose jurisdiction the agreement will fall, from time to time.
13. The bidder must submit copies of Trade License, valid Fire License and all other Statutory Licenses/ Permits along with the offer. The successful bidder will be required to produce the originals of these licenses/ permits for verification if required by Bank before finalizing the contract.
14. **Water Supply:** The owner should ensure and provide adequate supply of RO drinking water and water for W.C & Lavatory to the rooms throughout the contract period.
15. **Electricity:** The building should have sufficient sanctioned electrical power land, power back up, Lifts and made available to the Bank's guests



16. **Parking:** The Hotel shall provide adequate four-wheeler/ two wheeler parking space for Banks guests and no charges should be collected for parking.
17. **Rent:** The Bank shall start paying the rent from the date of taking of possession from the owners. Before taking possession, it shall be ensured that necessary alterations agreed to be carried out by the landlord have actually been carried out to the bank's satisfaction. Joint measurement of the premises will be taken based on floor area.
18. **Execution of the lease Documents:** Once the rooms are taken on lease by the Bank, the lease deed as per the Bank's Standard lease format shall be executed and it shall be registered with the appropriate authorities. The stamp duty charges relating to the registration shall be borne by the landlord and Bank on 50:50 basis.

**For Punjab & Sind Bank,**

  
**Zonal Office**  
**Chandigarh**



**Annexure-1**  
**(Proforma for Technical Bid)**

(To be submitted in separate sealed envelope)

The Zonal Manager,  
Punjab & Sind Bank,  
Zonal Office, SCO 84-91,  
Sector 17-B, Chandigarh 160017

Dear Sir,

REG: Technical Bid for hotel / resort at \_\_\_\_\_ (Shimla or Manali)

REF: Your advertisement dated 11-04-2024 published in INDIAN EXPRESS & DAINIK JAGRAN SHIMLA/KULLU and at Bank's website

1	<b>OWNERSHIP DETAILS</b>		
	<b>NAMES &amp; ADDRESSES OF THE HOTEL</b>		
		Telephone/ Mob.	
		E- mail	
		Website	
2	<b>NAME AND ADDRESS OF THE OWNER</b>		
3	<b>NAME AND ADDRESS OF THE AUTHORISED OFFICIAL / PA HOLDER</b>		
4	<b>IF THE HOTEL IS READY FOR USE</b>		
	Year of construction		
	Type of building / construction Details of the Building. RCC Construction or Load Bearing Brick Construction (please mention)		
	Whether plans are approved by the local authorities Yes/No.		
	Whether NOC from the department obtained – Yes/No.		
	Whether occupation certificate has been received (attach copy) – Yes/No.		
	Whether direct access is available from the main road – Yes/No		
	Whether the hotel is 3 star rated – Yes/No.		
	Copy of Trade License, valid Fire License and all other Statutory Licenses/ Permits		
5	<b>Location</b>		
	Whether the hotel is located on the main road / state highway / village road		
	Distance from _____ (Shimla or Manali) town / BUS stand/ Railway station/ Nearest airport		
	Details of other hotel in and around the hotel		
	Proximity to tourist spots / market		
6	<b>Floor and area</b>		
	Carpet area of the rooms offered		
	Area of the toilet		
	Area of the balcony / verandah (if any)		







**Annexure-2**  
**(Proforma for Financial Bid)**

The Zonal Manager,  
Punjab & Sind Bank,  
Zonal Office, SCO 84-91,  
Sector 17-B, Chandigarh 160017

Dear Sir,

REG: Financial Bid for hotel / resort at \_\_\_\_\_ (Shimla or Manali)

REF: Your advertisement dated 11-04-2024 published in INDIAN EXPRESS & DAINIK JAGRAN SHIMLA/KULLU and at Bank's website.

In continuation with the Technical Bid submitted by me / us in respect of hotel situated at \_\_\_\_\_ (Shimla or Manali)

1	NAMES & ADDRESSES OF THE HOTEL	
		Telephone/ Mob.
		E- mail
		Website
2	NAME AND ADDRESS OF THE OWNER	
3	NAME AND ADDRESS OF THE AUTHORISED OFFICIAL / PA HOLDER	
4	Numbers of Room offered	2
5	Rent per room per month (including of extra bed if required) plus GST	
6	Total for 2 rooms per month (including of extra bed if required) Plus GST	
7	Period of Lease	
8	Cost of execution/registration of lease deed as per Bank's standard format	Will be borne by Landlord & Bank on 50:50 basis
9	GST	
10	Commencement of Rent	The rent will start after the execution of lease deed

**The rate quoted are inclusive of all taxes, cess, electricity, service charges, parking charges, etc. and also the amenities for the rooms as detailed in the Technical bid but excluding GST)**

Yours faithfully,

