



**PUNJAB & SIND BANK**  
HEAD OFFICE, 21 BANK HOUSE, RAJENDRA PLACE, NEW DELHI- 110008

**ANNEXURE-II**  
(For website)

**INVITES**

**OFFERS FOR PREMISES ON LEASE**

**AT**

**(CHANGSARI, KAMRUP, ASSAM)**

**Punjab & Sind Bank,  
ZONAL OFFICE GUWAHATI  
Sethi Trust Building, 2<sup>nd</sup> Unit, 4<sup>th</sup>  
Floor, Bhangagarh, Guwahati,  
781005  
E-mail: [zo.guwahati@psb.bank.in](mailto:zo.guwahati@psb.bank.in)  
Phone No.: 8131023179**

*"Where Service is a way of life"*



## NOTICE

### REQUIREMENT OF PREMISES

Punjab & Sind Bank invites sealed offers for premises in two bid systems for following branch/office. The premises should be commercial approved or a building conforming to the conditions stipulated by concerned Government authority for commercial use. Interested parties who are ready to lease out their readily available premises on long term lease basis preferably for 15 years or more, located in **main market area of Changsari, Kamrup Assam.**

Sl No	Name of Branch/Centre	District	Approx. carpet area
1	Changsari Branch	Kamrup	Upto 800 sq. ft. (including space for ATM)

The premises should be preferably in Ground Floor with ramp facility/easily accessible by differently abled persons or senior citizens and should be available with all other facilities including adequate power, Water supply, parking space, space for signage board, generator, V-SAT/ RF Tower/Solar Panel at terrace without any extra charges beyond rent.

1	Bid Reference	<b>NIT/PSB/ZO/GHY/PREMISES/25-26/10</b>
2	Date of commencement of Bid download	26.11.2025 from 10:00 hrs
3	Last date and time for downloading bid	16.12.2025 upto 17:00 hrs
4	Last Date for Bid Submission	16.12.2025 upto 17:00 hrs
5	Date and Time of Opening of Technical cum Eligibility Bid	16.12.2025 from 17:30 hrs
6	Place of Physical Bid Submission & Opening of Bids	Zonal Office Guwahati, Sethi Trust Building, 2 <sup>nd</sup> Unit, 4 <sup>th</sup> Floor, Bhangagarh, Guwahati, 781005
7	Contact Person	Name: Mr. Rajat Tamang Designation: Officer Email ID: rajat.tamang@psb.co.in Phone No: 8131023179
8	Validity of Bid	120 days

**Note:** Technical bids will be opened in the presence of bidders who choose to attend as above. The above schedule is subject to change. Notice of any changes / corrigendum / addendum will be published on Bank's website ([www.punjabandsind.bank.in](http://www.punjabandsind.bank.in)). Further, please note that commercial bid opening





Date and time will be intimated to the technically qualified bidders at a later date.

The Bid Documents containing detailed terms & conditions can be downloaded online directly from Bank's website ([www.punjabandsind.bank.in](http://www.punjabandsind.bank.in)) as per the above bid schedule.

#### **SUBMISSION OF BID:**

The Bids are to be submitted in two separate envelopes each sealed and clearly super scribed as to envelope number and contents as indicated below. Both the envelopes shall be contained in a large envelope (3<sup>rd</sup> Envelope) duly sealed, super scribed "**Offer of Premises for Punjab & Sind Bank Changsari Branch**" and it should also bear the name and address/ Phone No. of the bidder.

Bidders must ensure before submitting their bid that the bid document including corrigendum (if any) has been duly signed (compulsory) and stamped (if required) on each page.

#### **ENVELOPE NO.1**

Envelope No.1 shall contain bid document (Proforma A –Technical Bid), duly filled in as specified in the information and instructions to bidders having each page and correction duly signed by the bidder or its authorized signatory. This envelope shall be super scribed "**Envelope No. 1, TECHNICAL BID FOR PREMISES OF PSB CHANGSARI BRANCH**". The envelope must not contain any indication of the Financial Bid. In case, where indication regarding financial bid is found, the bid shall be rejected anonymously.

#### **ENVELOPE NO.2**

Envelope No.2 shall contain only financial bid i.e. rent per sq. ft. for carpet area basis (Proforma B – Commercial Bid) and prices duly filled in and signed on each page by the Bidder/s. This envelope shall be super scribed "**Envelope No. 2, FINANCIAL BID FOR PREMISES OF PSB CHANGSARI BRANCH**".

Sealed Bids as above will be received at or may be sent by post to the office of the Zonal Manager, **Punjab and Sind Bank, Zonal Office Guwahati, Sethi Trust Building, 2<sup>nd</sup> Unit, 4<sup>th</sup> Floor, Bhangagarh, Guwahati, 781005**. THE LAST DATE FOR RECEIPT OF THE OFFERS IS UPTO **16.12.2025, 5 P.M.** The sealed offer should be submitted to above address in person or through speed post/ registered post. The Bank will not be responsible for any postal delay.

The bank reserves the right to accept/ reject any or all the bids without assigning any reason whatsoever.

**Please note:** Application received through brokers/ property dealers on behalf of owner will be liable to be rejected out-rightly. No brokerage will be paid by the Bank.

Only bidder or authorized representative on behalf of bidder, carrying authority letter or power of attorney with him/ her along with photo ID and address proof shall be allowed to attend any meeting/ bid opening.

**Any Corrigendum** can be issued up to one (1) day before the date of bid submission and thereafter also. Hence, bidders are advised to visit Bank's website regularly.

**ZONAL MANAGER**  
(Sh. Provakar Majumder)