

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)  
NCR-Biotech Science Cluster, 3<sup>rd</sup> milestone, Faridabad-Gurgaon Expressway, PO box # 04,  
Faridabad-121 001

## **NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

**Ref No. THSTI/1.10.10/dated 01/04/2015**

### **Sub :- Opening and Operation of a bank branch in the NCR Biotech Science Cluster, 3<sup>rd</sup> milestone, Faridabad-Gurgaon Expressway, Faridabad.**

The NCR Biotech Science Cluster is a unique ambitious project of Department of Biotechnology (DBT), Ministry of Science and Technology, Govt. of India which will house five major institutes namely Translational Health Science & Technology (THSTI), Regional Centre of Biotechnology (RCB), National Institute of Immunology (NII), National Institute of Plant Genome Research (NIPGR) and National Brain Research Centre (NBRC). At present THSTI & RCB are functioning from the cluster. The total number of employees and students of both the institutes will amount to approximately 600 initially. This number is likely to increase very fast as the cluster grows.

On behalf of the NCR Biotech Science Cluster, Executive Director, THSTI invites proposal from the scheduled public or private sector banks (only banks as per the direction of the Ministry of finance vide its letter no: S-11012/3(1)/Bank/Ref. Case/2010/RBD/2056-2135 dated 07<sup>th</sup> March, 2011) to open and operate their bank branch inside the premises of the newly constructed buildings of NCR Biotech Science Cluster in Faridabad. The bank branch will be provided unfurnished space, to commence the operation. Selection of the bank will be done by evaluation of various service parameters.

Interested public or private sector banks are advised to submit their proposals in a closed and sealed envelope superscribed with “**EXPRESSION OF INTEREST FOR BANK BRANCH IN NCR BIOTECH SCIENCE CLUSTER**” latest by **24<sup>th</sup> April, 2015** addressed to the **Head-Administration, THSTI, NCR Biotech Science Cluster, 3<sup>rd</sup> milestone, Faridabad-Gurgaon Expressway, PO Box # 04, Faridabad-121001**. The envelope may be personally handed over to the Head- Administration by a responsible official of the bank and acknowledgement obtained.

### **TERMS AND CONDITIONS:-**

1. The applicant bank branch should be fully functional with ATM facility with effect from 1<sup>st</sup> June, 2015.
2. The bank branch will be provided with unfurnished space for operation. The bank branch shall occupy the allotted space purely as a licensee and shall not have any right,

title or interest in the allotted space provided by the licensor nor shall it claim any tenancy right over the space. Initially the period of license will be for 10 years.

3. Rate of licence fee shall be as fixed as per CPWD norms. Calculation of the license fee will be effective from the date of occupation of the space.
4. The electrical fittings, interior work and all furniture and fixture will be done by the licensee at its own cost in the space provided by the licensor.
5. Electricity charges for running the bank branch shall be on payment basis as per actual consumption shown by the sub-meter and water charges will be fixed by the licensor on a monthly basis.
6. All the payments payable by the licensee such as licence fee, electricity and water charges shall be made within 7 days of the succeeding month along with statement of expenditure, failing which the licensee shall be liable to pay interest on the due amounts @ 12% per annum. However, if the payments are not made within two months, the license shall stand revoked and the licensor shall have the right to evict the licensee and disconnect the supply of electricity and water to the space.
7. The maintenance and renovation of the space being rented to the bank branch shall be done by the bank as per their needs under intimation to the licensor without any financial commitment and involvement on the part of the campus.
8. The security of the bank branch will be provided by the bank. The NCR Biotech Science Cluster shall not be liable for any loss or damage to the property of the bank arising due to theft, fire, etc. or otherwise.
9. The NCR Biotech Science Cluster shall not be liable for any misconduct or misbehaviour of any employee of the bank branch towards the customers of the bank.
10. The bank branch should be able to provide facilities like all types of foreign exchange services, deposit schemes, Automated Teller Machine (ATM), internet banking, zero balance salary account, salary & reimbursement transfer, payment of all taxes, issuance of demand drafts in INR and in forex currency, loan services, NEFT/RTGS, overdraft facility, auto sweep account facility, opening of LC in INR and in forex currency and all the services of the bank will be free of cost, such as cash transaction from the students, preparation of DD, RTGS, NEFT, etc.
11. The bank branch shall be operated only for administration staff/students and residents of NCR Biotech Science Cluster.

**Head- Administration, THSTI**

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### PROFORMA TO BE FILLED BY THE BANKER

1.	Name of the Bank	:	
2.	Type (Whether the bank is Scheduled Public Sector)	:	Yes/ NO
3.	Branch address at Faridabad	:	
4.	Address of the Regional office	:	
5.	Approximate staff strength proposed in the bank branch at NCR Biotech Science Cluster	:	1. 2. 3.
6.	Types of business / transactions proposed to be offered	:	
7.	Special schemes of the bank for the staff / students / residents and education related activities (please attach separate sheet if necessary)	:	
8.	Special services to be offered by the bank branch at NCR Biotech Science Cluster campus	:	1. Extended working hours 2. Holiday banking 3. Fees collection 4. Purchase of DD without service charges to the staff/students/residents. 5. Cash withdrawal and cash deposit. 6. Assistance in the campus transaction through letter of credit for foreign purchases. 7. Zero balance account opening. 8. Any other special offers. 9. Payment gateway for recruitment/tenders.

This is to certify that we agree to abide to all the terms and conditions explained in the EOI document.

**Date:**

**Signature of the authorized signatory**