

# TENDER DOCUMENT

**TENDER ID : BAN201903019**

## SHORT TENDER NOTICE FOR INTERIOR WORKS AT STRESSED ASSET MANAGEMENT BRANCH, LOCAL HEAD OFFICE, ST. MARK'S ROAD, BANGALORE



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.,**

**CIRCLE OFFICE BENGALURU**

on behalf of

**STATE BANK OF INDIA, BANGALORE.**

### **PART A**

#### **INSTRUCTIONS TO TENDERERS AND GENERAL CONDITIONS.**

EMPLOYER:	State Bank of India Local Head Office #65, St. Mark's Road Bangalore – 560 001
Issued to:	M/s..... ..... ..... .....



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.  
CIRCLE OFFICE BENGALURU**

**TENDER ID : BAN201903019**

**Notice inviting Tenders**

SBI Infra Management Solutions Pvt. Ltd. on behalf of State bank of India, Bangalore, invites Tenders from the Empanelled contractors in in **Group - C**, under **Category C1. [Rs.0-10 LAKHS]** Eligible contractors can download this whole tender from the website [www.sbi.co.in](http://www.sbi.co.in) from **15.03.2019 to 21.03.2019 up to 15:30 hours**.

Details of the tenders are as under:

1	Name of the work	INTERIOR WORKS AT STRESSED ASSET MANAGEMENT BRANCH, LOCAL HEAD OFFICE, ST. MARK'S ROAD, BANGALORE
2	Time allowed for completion.	<b>21 DAYS</b>
3	Quantum of Work	<b>As per BOQ</b>
3	Tender Fees	Rs 1000/- Non-refundable, To be submitted through SBI Collect. Procedure for submission of Tender fee is properly detailed in the last few pages.
4	Earnest Money Deposit.	<b>Rs.4090/-</b> , To be submitted in the form of Demand Draft drawn in favour of <b>SBI Infra Management Solutions Pvt. Ltd., payable at Bengaluru</b> and to be submitted physically at SBIIMS Circle Office Bengaluru, situated at 3 <sup>rd</sup> Floor, New Annexe Building, No.65, St. Mark's Road,Bengaluru
5	Initial Security Deposit.	2% of contract value including EMD
6	Last date and time of receipt of E-Tender.	<b>15:00 hours On 21.03.2019</b>
7	Reverse Auction	Not Applicable
8	Mode of tender submission	To be submitted physically at SBIIMS Circle Office Bengaluru, situated at 3 <sup>rd</sup> Floor, New Annexe Building, No.65, St. Mark's Road,Bengaluru
9	Date and time of opening of	<b>15:30 hours on 21.03.2019</b>

	tenders.	
10	Defect liability period.	6 months.
11	Validity of tenders.	Rates quoted should remain valid for a period of 3 months.
13	Liquidated damages.	Liquidated damages shall be 0.5% of the contract value per week subject to a maximum of 5% of the accepted contract amount.
14	Value of interim Certificate.	Rs. 2.00 lacs.

In case the date of opening of tenders is declared as holiday, the tenders will be opened on next working day at the same time.

SBIIMS has the right to accept/reject any/all tenders without assigning any reason(s).

Vice President & Circle Head, SBIIMS,  
Circle Office Bengaluru.

## **TENDER DOCUMENT**

INTERIOR WORKS AT STRESSED ASSET MANAGEMENT BRANCH, LOCAL HEAD OFFICE,  
ST. MARK'S ROAD, BANGALORE

Vice President & Circle Head,  
SBIIMS, Circle Office Bengaluru,  
3<sup>rd</sup> Floor Annexe Building,  
SBI LHO Campus, No.65, St.Mark's Road,  
Bengaluru – 560001

Dear Sir,

Having examined the schedules contained thereby relating to the works specified in the memorandum herein after set out and having visited the site, examined the source of works specified in the said memorandum and having acquired the requisite information relating thereto affecting the tender. I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the bill of quantities hereto and in accordance with all respects of specifications, and instructions in writing referred to in the Quotation, terms and conditions of contract; schedule of quantities in all other respects accordance with such conditions so far as they may be applicable. Should the quotation be accepted, I/We hereby agree to abide and fulfill the terms and provisions of the said conditions of contract.

**Signature of the Contractor**

**With Address & Seal**

## INSTRUCTIONS TO TENDERERS

This bill of quantity [BOQ] contains work pertaining to INTERIOR WORKS AT STRESSED ASSET MANAGEMENT BRANCH, LOCAL HEAD OFFICE, ST. MARK'S ROAD, BANGALORE. The sealed bid rates are invited in Single-bid system (Technical & Price Bid). Tenderers are advised to go through all the documents in connection with this contract carefully.

**This tender document contains technical bid containing the NIT and conditions of the contract and price bid containing the Bill of quantities.** Tenderer shall submit the technical bid duly signed and BOQ along with Tender fees and EMD amount in physical form to the office of Vice President and Circle Head, Circle Office Bengaluru, 3<sup>rd</sup> Floor Annexe Building, SBI LHO Campus, No.65 St.Mark's Road Bengaluru – 560001.

The technical bid and price bid shall be received up to **15:00 hours on 21.03.2019**  
Tenders will be opened at **15:30hours on 21.03.2019**.

### 1. EARNEST MONEY DEPOSIT AND INITIAL SECURITY DEPOSIT:

Earnest Money Deposit of **Rs. 4090/- (Rupees Four Thousand and Ninety Only)** shall be submitted in the form of demand draft on any nationalized bank in favor of **“SBI Infra Management Solutions Pvt. Ltd.”** and payable at **Bangalore** to the office of Vice President and Circle Head, Circle Office Bengaluru, 3<sup>rd</sup> Floor Annexe Building, SBI LHO Campus, No.65 St.Mark's Road Bengaluru – 560001. Successful contractor will have to submit initial security deposit of 2% of the contract amount including EMD before commencement of the work by way of demand draft favoring **“SBI Infra Management Solutions Pvt. Ltd.”** and payable at **Bangalore** within 5 days of the receipt of work order. EMD retained by SBIIMS will not bear any interest.

### 2. RETENTION MONEY:

From each running bill, an amount at the rate of 10% of the gross value of the running bill shall be recovered as retention money, till the total retention amount including the EMD and ISD amounts already with the Bank become 5% of the value of the contract amount.

Retention money shall be released to the contractors after completion of defect liability period of 6 months. Both the earnest money deposit and the retention money will not bear any

interest.

Income Tax at the prevailing rate at the time of payment will be deducted from each running bill and final bill.

### **3. PERIOD OF VALIDITY:**

The item rate contract shall remain valid for acceptance for a period for 3 months from the date of submission of tenders. If any tenderer who agree to undertake the work as per rate contract and withdraw his tender before the said period or make any modifications, in the terms and conditions of the tender, then the Employer has the liberty to forfeit the said earnest money deposit.

### **4. INSPECTION OF SITE:**

Every tenderer is expected to inspect the site of proposed work and acquaint himself with the site conditions, approaches, availability of the raw materials, geological and weather conditions etc. before undertaking the work.

### **5. QUANTUM OF WORK:**

A schedule of probable quantities in respect of each work and specifications accompanying these conditions is liable to alterations, omissions or additions at the discretion of the Bank. The schedule of probable quantities may vary considerably on the higher or lower side depending upon the quantum of work involved. If any item of work needs to be carried out in opinion of the Bank, the rate shall be paid as per the KPWD schedule of rates 2018-19 with weight-age applicable in BBMP area.

### **6. ALL INCLUSIVE RATES:**

The contractor's rate must be firm and include the labour for fixing, erection and commissioning, cost of material, cost of transportation of materials to the site, all taxes such as sales tax, excise duty, octroi, works contract, goods service tax and any other statutory levy etc., and fixing or placing in position for which the item of works are intended to be operated. The rates quoted by the contractor shall be firm throughout the contract period and there shall be no upward revision of the rates. It should be clearly understood that any claims for extra sales tax, excise duty, octroi, works contract and any other statutory levy etc., shall not be entertained in any case what so ever once the tenders are opened. Contractor should also take into account the probable change in the taxation after the GST regime introduced by the Central Govt./State Govt and no extra payment on account of change of duties/taxation shall be entertained once the

tender is accepted. **GST as per applicable rates on the whole contract shall be paid to contractors in addition to the total amount of work which will be actually measured and paid to contractor as per the rates quoted by them.**

## **7. INTERPRETING SPECIFICATIONS:**

In interpreting specifications, the following order of decreasing importance shall be followed:

- a. Bill of quantities with detailed specifications.
- b. Unit rate specifications and the technical specifications.
- c. General specifications.

Matters not covered by the specifications given in the contract, as the relevant Indian Standards Codes shall cover a whole. If such a Code on a particular subject has not been framed, the decision of the bank Engineer shall be final.

The acceptance of rates and tender rest with the authorized representative of the SBIIMS, who does not bind themselves to accept the lowest tender and reserves to themselves the authority to reject any or all the tenders received without assigning any reasons, whatsoever.

The work shall be carried out under the directions and supervision of the SBIIMS Engineer or their representative at the site. On acceptance of the tender, the contractor shall intimate the name of his accredited representative who would be supervising the work and would be responsible for taking instructions for carrying out the works.

SBIIMS Engineer decision with regard to the quality of materials and workmanship will be final and binding and any material rejected by the SBIIMS Engineer shall be immediately removed from the site by the contractor.

## **8. SUB-LETTING:**

No part of the contract shall be sublet without the written permission of the employer nor shall transfers be made by the power of attorney authorizing others to carry out the works or receive payment on behalf of the contractor.

## **9. Defect liability period:**

Any defect developed within the defect liability period of 6 months, will have to be rectified by the contractors at their own cost and incase, the defects are not rectified by the contractor, Employer or their representative shall get the work done at the risk and cost of the contractor.

#### **10.Certificate of virtual completion:**

The work shall not be considered as completed until the Bank issued in writing “certificate of Virtual Completion” stating that the work has been completed and defects liability period shall commence from such certified date of virtual completion.

#### **11.Delays in commencement:**

The contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause for such delays may be including delays in procuring government controlled or other materials. The contractor should inspect the source of materials, their quality, quantity and availability. The material must strictly comply with the relevant specifications attached.

#### **12.PERIOD OF COMPLETION:**

Time is deemed essence of the contract; the completion period shall be 21 days. The contractor shall draw a detailed schedule of program in the form of BAR/PERT chart if more than one work is allotted.

#### **13.CONTRACTORS STORE:**

Contractor shall arrange to store his materials, machinery at his own cost. Rate quoted by contractor shall be inclusive of all charges for setting up of store, clearing the same etc. complete.

#### **14.MEASUREMENT AND BILLING:**

Whenever mode of measurement is specified, measurements will be taken at site as per latest IS Code of practice for measurement. The contractor or his representative shall accompany the Employer or their representative in taking/checking measurement. All necessary tapes shall be of steel and shall be supplied by the contractor. The contractor shall then present his bill based on the agreed and recorded measurements and if the contractor fails to accompany the employer for measurement, then he shall be bound by the measurements taken by the SBIIMS Engineer. The contractor shall raise the running bills for a minimum value of work amounting to Rs.2,00,000/-(Rupees Two Lakhs only). Period of final measurement shall be 15 days from the date of completion of the project.



## **15.WATER, ELECTRICITY AND OTHER CHARGES.**

The contractor shall make his own arrangements for power supply/distribution system for driving plant or machinery for the work and for lighting purpose at his own cost. The cost of running and maintenance of the plants are to be included in his tender prices.

## **16.INSURANCE:**

The successful contractor shall take out the contractors all risk [CAR] insurance policy, jointly in the name of the Employer and the contractor and the original policy shall be deposited with the Employer for full value of the contract which should be valid for period up to defects liability period. The insurance policy shall be obtained within 7 days of acceptance of tender. The successful contractor should also take insurance policy under workmen compensation Act.

## **17.STATUTORY REGULATION:**

The whole works is to be complied with as per the requirements and byelaws of relevant statutory authorities, including contract labour (Regulation and Abolition Act 1970)

**I/We understood the conditions of the rate contract. We accept to undertake and complete the work within period and as per the specifications of the work.**

**Name and signature of  
the contractor.**

### **Important Note to Contractors**

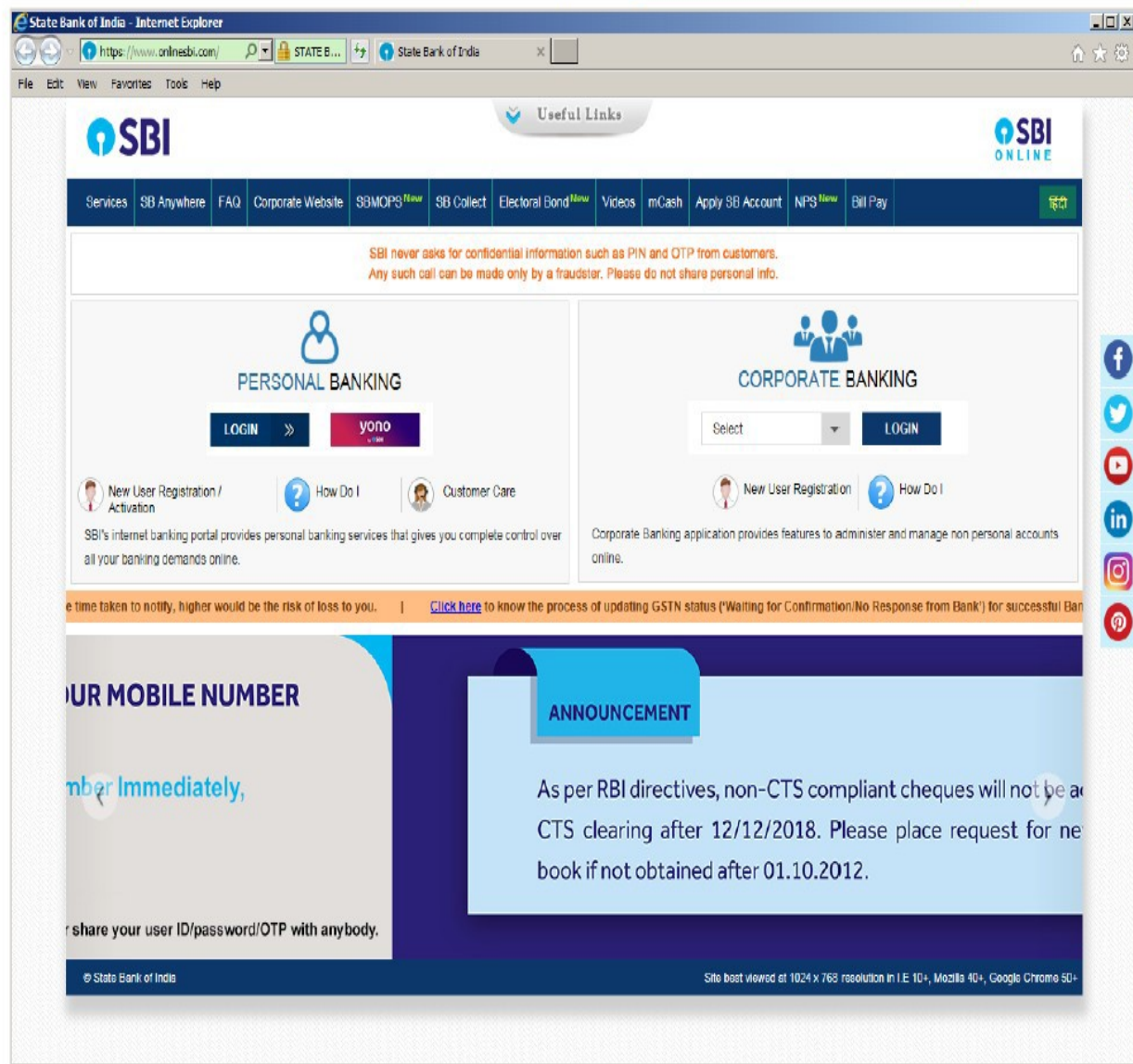
The vendors undertaking at this site shall note the following

- Time is the essence of the project; contractors are strictly required to maintain the time line.
- Vendor shall ensure that labor working shall maintain decent behavior and shall not create nuisance or cause any disturbance to the Branch & local residences.
- Mockups to be shown before starting the work at no extra cost.
- The contractor at his own cost shall clear the debris immediately after the completion of work.

Signature of the Contractor with seal & date

## Steps for Tender Fee Payment through State Bank Collect;

The Vendor needs to use SBI internet banking site <https://www.onlinesbi.com/>.



Select "SB Collect" from Top Menu, that will lead to the next page:

**State Bank Collect**

Products & Services Know More

**STATE BANK COLLECT**  
A MULTI-MODAL PAYMENT PORTAL

**DISCLAIMER CLAUSE**

**Terms Used**

- > Corporate Customer: Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > User: The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

☒ I have read and accepted the terms and conditions stated above.  
(Click Check Box to proceed for payment.)

**Proceed**

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“Proceed” will lead to the next page:

**State Bank Collect**

State Bank Collect - State Bank Mops

State Bank Collect / State Bank Collect

**State Bank Collect** 09-Jan-2019 [12:23 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \*

Type of Corporate / Institution \*

**Go**

Mandatory Fields are marked with an asterisk (\*)

State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Select "All India" in "State of Corporate / Institution " & Select "Commercial Services" in "Type of Corporate / Institution".

“Go” will lead to the next page:

The screenshot shows the State Bank Collect website in Internet Explorer. The browser address bar displays <https://www.onlinesbi.com/sbi/csc>. The page header includes the SBI logo and the text 'State Bank Collect'. Below the header, there is a navigation bar with 'State Bank Collect' and 'State Bank Maps'. The main content area shows the 'State Bank Collect' page with a timestamp of '09-Jan-2019 (12:25 PM IST)'. The 'Select from Commercial Services' section features a dropdown menu labeled 'Commercial Services Name \*' with the option '-- Select Commercial Services --'. Below the dropdown are 'Submit' and 'Back' buttons. A red banner at the bottom of the form area states: 'Mandatory fields are marked with an asterisk (\*)'. The footer includes '© State Bank of India' and links for 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

Select "SBI Infra Management Solutions" in Commercial Services Name and “Submit”

The screenshot shows the State Bank Collect website in Internet Explorer, displaying the 'Provide details of payment' step. The browser address bar displays <https://www.onlinesbi.com/sbi/csc>. The page header includes the SBI logo and the text 'State Bank Collect'. Below the header, there is a navigation bar with 'State Bank Collect' and 'State Bank Maps'. The main content area shows the 'State Bank Collect' page with a timestamp of '09-Jan-2019 (12:28 PM IST)'. The 'SBI Infra Management Solutions Pvt Ltd' section features a logo and the address: 'Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021'. Below this, the 'Provide details of payment' section features a dropdown menu labeled 'Select Payment Category \*' with the option '-- Select Category --'. Below the dropdown is a text input field labeled 'Enter Tender ID \*'. Below the input field is a 'Submit' button. A red banner at the bottom of the form area states: 'Mandatory fields are marked with an asterisk (\*)'. Below the banner, there are two lines of text: 'The payment structure document if available will contain detailed instructions about the online payment process.' and 'Date specified(if any) should be in the format of 'ddmmyyyy'. Eg., 02082008'. The footer includes '© State Bank of India' and links for 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

Select “Tender Application Fee” in “Payment Category” and enter the “Tender ID” exactly as we preloaded with characters in Uppercase only in place of Circle Codes.



The next Page will be ready with few of the Preloaded Tender Details:

The screenshot shows the State Bank Collect website interface. At the top, there's a navigation bar with the SBI logo and 'State Bank Collect' text. Below this, a blue banner displays 'State Bank Collect' and 'State Bank Mops'. The main content area features the SBI logo and the company name 'SBI Infra Management Solutions Pvt Ltd' with its address: 'Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021'. A section titled 'Provide details of payment' contains a form with the following fields: 'Select Payment Category \*' (dropdown menu showing 'TENDER APPLICATION FEE'), 'Tender ID \*' (text field with 'MUM2019010005'), 'Tender Name' (text field with 'Corp 05'), 'Open Date' (text field with '06-01-2019'), 'End Date' (text field with '12-01-2019'), 'Amount in Rupees \*' (text field with '10000'), 'Vendor Email ID' (text field), 'Vendor GST No \*' (text field), 'Vendor Mobile No \*' (text field), 'Vendor Name \*' (text field), and 'Remarks' (text area). Below the form, a note states: 'Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance (PAP) form, if the need arises.' This is followed by fields for 'Name \*', 'Date Of Birth / Incorporation \*' (with a calendar icon), 'Mobile Number \*', and a CAPTCHA field with the text '39E10'. At the bottom of the form are 'Submit', 'Reset', and 'Back' buttons. A red box at the bottom contains the following text: 'Mandatory fields are marked with an asterisk (\*)', 'The payment structure document if available will contain detailed instructions about the online payment process.', and 'Date specified (if any) should be in the format of 'ddmm/yyyy'. Eg., 02082008'. The footer includes '© State Bank of India' and links for 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

State Bank Collect - Internet Explorer  
https://www.onlinesbi.com/sbicollect/... Identified... State Bank Collect  
File Edit View Favorites Tools Help

SBI State Bank Collect

State Bank Collect / State Bank Collect Exit

State Bank Collect 09-Jan-2019 [12:35 PM IST]

SBI Infra Management Solutions Pvt Ltd  
Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021

Provide details of payment

Select Payment Category \* TENDER APPLICATION FEE

Tender ID \* MUM2019010005

Tender Name Corp 05

Open Date 06-01-2019

End Date 12-01-2019

Amount in Rupees \* 10000

Vendor Email ID

Vendor GST No \*

Vendor Mobile No \*

Vendor Name \*

Remarks

Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance (PAP) form, if the need arises.

Name \*

Date Of Birth / Incorporation \*

Mobile Number \*

Enter the text as shown in the image \* 39E10

Submit Reset Back

Mandatory fields are marked with an asterisk (\*)  
The payment structure document if available will contain detailed instructions about the online payment process.  
Date specified (if any) should be in the format of 'ddmm/yyyy'. Eg., 02082008

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The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.