



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.

(A Wholly Owned Subsidiary of SBI)

SBI GITC CIRCLE OFFICE

First Floor, State Bank Global IT Centre, Plot no.8, 9, 10, Sector 11, CBD Belapur, Navi Mumbai 400614.
Tel - 022 27537416

Tender Id is GIT201902011.

ACQUISITION OF OFFICE PREMISES ON LEASE FOR SBI GITC, CBD BELAPUR,
NAVI MUMBAI

TENDER SUBMITTED BY:

NAME of Owner/Bidder : _____

ADDRESS of Owner /Bidder : _____

GSTIN NO of Owner/Bidder : _____

DATE : _____

TECHNICAL BID (ENVELOPE I)

(TO BE SUBMITTED IN A SEPARATE SEALED ENVELOPE)

**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD. (A wholly owned subsidiary of SBI)
SBIIMS,**

ACQUISITION OF OFFICE PREMISES ON LEASE FOR SBI GITC, CBD BELAPUR, NAVI MUMBAI

This tender consists of three parts viz. the Technical Bid having terms and conditions, details of offer, the Price Bid-I (premises with fit out) and Price Bid – II (Premises without fit out). Earnest Money Deposit (EMD) of Rs. 10,00,000/- (Rs. Ten lac Only) By way of Demand Draft / Pay order issued by any Scheduled Commercial / Nationalised Bank drawn in favour of SBI Infra Management Solution Pvt. Ltd. Payable in Mumbai and valid for 90 days. Tender processing fees of Rs. 25,000/- (Rs. Twenty-Five Thousand Only) non-refundable to be deposited through SBI collect with tender ID **GIT201902011** Print for receipt of payment should be enclosed with each Technical Bid. Bid without accompanying the EMD and Tender processing fees will not be considered. The Technical Bid, Price Bid – I and Price Bid - II for the proposal should be kept in separate sealed envelopes and these three envelopes be placed in a single cover super scribing “Tender for acquisition of office premises on lease for SBI GITC” and addressed to Vice president & Circle head, SBIIMS GITC office, 1st floor, ‘C’ wing, SBI GITC, CBD Belapur, Navi Mumbai – 400614.

Important Point/ Parameters:

Sr no	Criteria	Description
1	Name of work	Acquisition of office premises on long term lease for State Bank of India, GITC
2	Total Carpet Area	About 23,000 to 28,000 sq. mtr. (2.5 to 3 lac Sq. Ft.) Carpet area
3	Desired Location	Within the radius of 7.5 km by road from existing SBI GITC building, CBD Belapur, Navi Mumbai.
4	Preference	1. Govt. Departments / PSU / Banks. 2. Offered area Should be in single building with large floor plates. 3. Premises duly completed in all respect with required occupancy certificate and other statutory approvals of local civic authority or to be ready to occupy within 180 days of bid closing date.
5	Amenities	1. Building should have central AC plant. 2. 24 hours' adequate water facility, adequate Electrical power etc.
6	Lease Period	Initial period of 5 years extendable for another 3 terms of 5 years each at the sole discretion of the bank
7	Earnest Money Deposit (Refundable to unsuccessful bidders within 60 days of bid opening day)	Rs 10 lakhs (Rupees Ten lakhs only) by way of Demand Draft/Pay Order issued by any scheduled Commercial/Nationalized Bank drawn in favour of SBI Infra Management Solutions Pvt Ltd. And payable in Mumbai valid for 90 days

8	Tender processing Fee (Non - refundable)	Rs.25,000/- (To be deposited through SBI collect with tender ID GIT201902011 print for receipt of payment should be enclosed with Technical Bid.) (Refer 'Annexure J')
9	Initial Security Deposit (ISD) / Performance Bank Guarantee (PBG)	10% of the total annual rent + Charges (mentioned in Annexure C or D as applicable) by way of Bank guarantee issued by any scheduled Commercial / Nationalized Bank in favour of SBI.
10	Date for Downloading of Tender Document (Technical and Price Bid)	21.02.2019 to 15.03.2019 www.sbi.co.in under https://www.sbi.co.in/procurement news
11	Last date & Time for submission of Technical bid, EMD, cost of processing fee and price bids	15.03.2019 by 2.00 pm & Technical bid will be opened on 15.03.2019 by 03.00 pm
12	Last date and time for receipt of written queries for clarification from bidders in Pre- bid meeting	At 12.00 Noon on 03.03.2019
13	Pre-Bid Meeting	04.03.2019 at 3.00 pm at 1 st floor, C wing, SBIIMS, GITC, CBD Belapur, Navi Mumbai 400 614(Only written queries submitted by the bidders till stipulated date and time shall be discussed and clarified in the meeting)
14	Address at which technical bid (hard copy) along with EMD & Cost of tender processing fee + Price bids has to be submitted (By speed post)	The Vice President & Circle Head SBI Infra Management Solution Pvt Ltd 'C' Wing, First Floor, GITC, CBD Belapur, Navi Mumbai 400 614
15	Place of opening Bid	The Vice President & Circle Head SBI Infra Management Solution Pvt Ltd 'C' Wing, First Floor, GITC, CBD Belapur, Navi Mumbai 400 614
16	Selection Process	Techno-Commercial evaluation
17	Validity of offer	180 days from the date of bid closing date.
18	Stamp duty / Registration charges	To be shared in ratio of 50 : 50.

- Tenders documents can be downloaded from the bank's website www.sbi.co.in (<https://www.sbi.co.in/>) <Procurement News>. It shall be responsibility of the Applicant(s) to arrange and ensure that all pages of technical and Price bid are properly bound separately. Tenders in loose pages will be disqualified summarily.
- The applicant(s) shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages. Tender documents without seal and signature of the authorized signatory are liable to be rejected.
- Conditional tenders are liable for to be rejected summarily, without further correspondence.

- The SBIIMS/SBI reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(S) for doing so and no claim /correspondence shall be entertained in this regard.
- Tenders received without EMD and Non-Refundable Tender processing fee, Documents shall be summarily rejected. and such bidders **shall not be allowed** to participate in the price bidding process.
- In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.
- For any grievances in transaction / process you may contact any one of the following Integrity External Monitor (IEM) as under :
 - A. **Shri Johny Joseph (Retired IAS Officer)**
 701/702, Kala lily, Y Nagar, AmrutShakti, Chandivali, Andheri (E), Mumbai 400072
 Email id : johnyjoseph49@gmail.com
 - B. **Shri K Chandras (Retired IAS Officer)**
 G1, Reliance Homes, 8-2-547/R, Road no 7, Banjara Hills, Hyderabad 500 034
 Email id : kchandrahas@yahoo.com
- **Corrigendum** can be issued up to one (1) day before the date submission. Hence, bidders are advised to visit Bank's website regularly till the date of submission.

Yours Faithfully,

Vice President & Circle Head
SBI Infra Management Solutions Pvt Ltd
GITC Circle office,
Navi Mumbai 400 614

ACQUISITION OF OFFICE PREMISES ON LEASE FOR SBI GITC		
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❖ **DEFINITIONS :**

In this connection, the following terms shall be interpreted as indicated below:

- **'SBIIMS'**: SBI Infra Management Solutions Pvt. Ltd (A Wholly owned subsidiary of State Bank of India)
- **'Bank'/SBI** : State Bank of India
- **'Bidder / Owner / Landlord'** means eligible entity/firm/individuals submitting the bid in response to this RFP and shall include his/their legal heirs, successors and assigns.
- **'Bid'** means the written reply or submission of response to this RFP.
- **'Lease Agreement/Service Level Agreement'** means the agreement entered between the Bank and the successful bidder, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- **'EMD'** means Earnest Money Deposit.
- **'LOI'** means Letter of Intent.
- **'RFP'** means Request for Proposal.
- **'ISD'** : Initial Security Deposit
- **'PBG'**: Performance Bank Guarantee

GENERAL TERMS & CONDITIONS

1. Eligibility Criteria and Technical Parameters for selection:

a) Bid is open to all Bidders who meet the eligibility criteria and Technical Parameter for selection as given in Annexure- B & E of this document. The bidder has to submit the documents substantiating eligibility criteria as mentioned in this RFP document.

Premises /offers as described below will not be considered:

1. Location from GITC Building beyond 7.5 km by road.
 2. Carpet area per floor is less than 2300 Sq. Mtr. (25000 sq. ft.)
 3. The floor to floor clear height (below beam) is less than 3mtr. (10 ft.)
 4. The car parking available for SBI is less than 200 nos.
 5. The scooter parking available for SBI is less than 300 nos. (in addition to car parking)
 6. The sanctioned electrical load exclusively for SBI use is less than 2750 kW. (90 KW per 930 sq.mtr. (10000 sq. ft.) + 50 Kw for additional common amenities such as compound lighting, pumps etc.)
 7. The Tender is submitted without relevant documents, EMD and tender processing fee.
 8. If the RCC structure, Walls / cladding etc. not completed on the date of submission of bid (Photo graphs of the entire offered premises to be attached)
- b) The bidder shall also submit PRE-CONTRACT INTEGRITY PACT along with technical bid as prescribed by the Govt. of India (Annexure-H) duly signed by the bidder on each page and witnessed by two persons. The agreement shall be stamped as applicable in the Maharashtra State, where it is executed. Bid submitted without PRE-CONTRACT INTEGRITY PACT will not be considered.
- c) The successful bidder should have clear and absolute title to the premises. The Bank shall obtain legal title investigation report from the SBI empanelled advocate at own cost which shall be reimbursed by the successful bidder.

2. Disclaimer:

- i. The information contained in this RFP document or information provided subsequently to Bidder(s) whether verbally or in documentary form/email by or on behalf of SBIIMS, is subject to the terms and conditions set out in this RFP document.
- ii. This RFP is not an offer by SBIIMS, but an invitation to receive responses from the eligible Bidders. No contractual obligation whatsoever shall arise out of this RFP process unless and until a formal Contract is signed and executed by duly authorized official(s) of SBI with the selected Bidder.
- iii. The purpose of this RFP is to provide the Bidder(s) with information to assist preparation of their bid proposals. This RFP does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should

check the accuracy, reliability and completeness of the information contained in this RFP and where necessary obtain independent advices/clarifications. SBIIMS may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

- iv. The SBIIMS, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form or arising in any way for participation in this bidding process.
- v. The SBIIMS also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.
- vi. The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Document. Failure to furnish all information required in the Bidding Document or to submit a Bid not substantially responsive to the Bidding Document in all respect will be at the Bidder's risk and may result in rejection of the Bid.

3. Tenders are invited in two bid system:

The bidders/lessors are requested to submit the tender documents in three separate envelopes super-scribed on top of the envelope as Technical or price bid I or price bid II as the case may be (TECHNICAL BID, PRICE BID I AND PRICE BID II) duly filled in with relevant documents / information at the following address: **The Vice President & Circle Head SBI Infra Management Solution Pvt Ltd 'C' Wing, First Floor, GITC, CBD Belapur, Navi Mumbai 400 614.**

4. Clarification and amendments on RFP/Pre-Bid Meeting:

- i. Bidder requiring any clarification about the Bidding Document may notify the SBIIMS in writing strictly as per the format given in Annexure-I at the address/by e-mail of this document within the date/time mentioned in the schedule of events.
- ii. A pre-bid meeting will be held on the date and time specified in the details of tender summarized sheet which can be attended by the authorized representatives of the bidders interested to respond to this RFP.
- iii. The queries received (without identifying source of query) and response of the SBIIMS thereof will be posted on the Bank's website or conveyed to the bidders. The interested parties/bidders are advised to check the Bank's website regularly till the date of submission of bid document specified in the schedule of events/email and ensure that clarifications / amendments issued by the SBIIMS.
- iv. No request for change in commercial/legal terms and conditions will be considered and queries in this regard, therefore will not be entertained.
- v. Queries received after the scheduled date and time will not be responded/acted upon.

5. Earnest Money Deposit (EMD):

- The Bidder shall furnish EMD of Rs.10,00,000.00 (Rupees Ten Lakhs only) by way of Demand Draft/Pay Order issued by any scheduled Commercial/ Nationalized Bank drawn in favour of **SBI Infra Management Solutions Pvt. Ltd. And payable in Mumbai valid for 90 days** should be submitted, along with Technical Bid.
- Any Bid not accompanied by EMD for the specified amount as mentioned will be rejected as non-responsive.
- The EMD of the unsuccessful Bidders will be returned within 60 days of bid opening day. The EMD of successful bidder will be discharged upon the Bidder furnishing Initial Security Deposit / Performance Bank Guarantee (PBG) valid for 18 months in favour of SBI for an amount of 10% of the total annual rent + maintenance charges (mentioned in Annexure- C & D as applicable). The PBG shall be submitted within one month of issuance of letter of intent.
- No interest is payable on EMD.
- The EMD may be forfeited: -
 1. if a Bidder withdraws his Bid during the period of Bid validity specified in this RFP; or
 2. if a Bidder makes any statement or encloses any form which turns out to be false / incorrect at any time prior to signing of Contract;
- If EMD is forfeited for any reasons mentioned above, the concerned bidder will be debarred from participating in the RFPs floated by the SBIIMS/SBI or its department in future, as per sole discretion of the SBIIMS / SBI.

6. Tender processing fees:

- The Bidder shall furnish Tender Processing fees non-refundable of Rs. 25,000.00 (Rupees Twenty-Five thousand only) to be deposited through SBI Collect for Tender ID **GIT201902011** Print for receipt of payment should be enclosed with Technical Bid.
- Any Bid not accompanied by Tender Processing fees for the specified amount as mentioned will be rejected as non-responsive.
- For method of submission through SBI Collect please refer 'ANNEXURE J'

7. Initial Security Deposit (ISD):

The successful bidder must submit Initial Security Deposit (ISD) / Performance Bank Guarantee (PBG) for the sum equal to 10 % of total annual rent plus charges (Mentioned in annexure C or D as applicable) by way of Bank guarantee issued by any scheduled Commercial / Nationalized Bank in favour of SBI. ISD/PBG to be submitted within 30 days from the date of LOI. If the successful bidder is not able to provide the Occupancy Certificate by the date mentioned by him in the bid document, their Initial Security Deposit will be fortified. Initial Security Deposit/Bank Guarantee should be valid for 18 months.

8. All columns of the tender documents must duly fill in and no column should be left blank. All pages of the tender documents (Technical and Price Bid) are to be signed by the authorized signatory of the tenderer. Any overwriting or use of white ink is to be duly initialled by the tenderer. The SBIIMS/SBI reserves the right to reject the incomplete tenders.

i. Technical Bid (Envelope I): Containing the following documents:

- a. Draft/Pay Order of Earnest Money Deposit of Rs. 10.00 Lakh (Rupees Ten Lakh) favouring SBI Infra Management solution Pvt. Ltd. payable at Mumbai.

- b. SBI collect receipt of Rs. 25000/- (Rupees Twenty-Five Thousand only) towards non-refundable Tender Processing fee to be deposited through SBI collect with tender ID **GIT201902011** Print for receipt of payment should be enclosed with Technical Bid.
- c. Copy of registered Memorandum of Understanding between owners and the land owners in case the land does not belong to the owners.
- d. Status and ownership of the title - copies of the supporting documents to be attached.
- e. Assent from the owners/ stake owners.
- f. Site Plan, approved layout and building plans from statutory body i.e. Municipal Corporation etc., brochure of the premises.
- g. Copy of the Occupation Certificate for the Ready to occupy premises/Building.
- h. Structural stability Certificate.
- i. Photographs of the Building.
- j. List of amenities provided / proposed to be provided viz., floor finishes, lift lobby, entrance lobby, external facade, number of toilets on each floor, number of Passenger Lifts as well as Service Lifts (exclusively offered for use by the SBI, if any), finishes of staircase etc.
- k. Green Building certification or precertification from LEED India or IGBC or GRIHA, if any.
- l. Evidence of connected and sanctioned electrical load that can be exclusively used by SBI. Evidence should be in the form of communication from Electricity Board (total load) and letter from the bidder (for load apportioned to SBI).
- m. Evidence of number of feeders from which connected and sanctioned electrical load taken and made available to SBI.
- n. Evidence for providing open space with required shed for installing the generator of 100% power back-up for electrical supply for lighting, air-conditioning and other electrical equipment for connected load. Generator will be supplied by the SBI/SBIIMS.

ii. Price Bids (Envelope II & Envelope-III): The Price Bid is invited with two options.

- (a) Option 1: (Envelope II) For providing **Fully furnished premises** (i.e. with flooring, false ceiling, cabins, modular work stations, chairs, sofa, electrical wiring with fittings, air conditioning, data cabling, provision of adequate open space with suitable shed for DG set for 100% power back-up as per banks approved layout plan and specifications.
- (b) Option 2: (Envelope III): Same as option 1 but excluding Furniture items (However the flooring, false ceiling, electrical wiring, air conditioning, provision of adequate open space with suitable shed for DG set for 100% power back-up etc. to be essentially provided by the Landlord).

9. The Technical Bid and Price Bid should be kept in separate sealed envelopes super scribing each envelope as "Technical bid" or "Price Bid" as the case may be.

10. The three sealed envelopes containing the Technical Bid and Price Bid I and Price Bid II for a property should then be placed in one cover super scribing the cover "Tender for Office Space on hiring basis for SBI, GITC Belapur".

11. The name, mobile number and address of the owner should be mentioned at the bottom left hand corner of the envelope

12. The last date for submission of bids: 15.03.2019 by 2.00 PM.

13. The Technical Bid will be opened on 15.03.2019 by 3.00 PM in the presence of tenderers who choose to be present at **SBI Infra Management Solution Pvt Ltd, 'C' Wing, First Floor, GITC, CBD Belapur, Navi Mumbai 400 614.**

14. Pre-bid meeting will be held on 04.03.2019 by 3.00 PM at SBIIMS office, GITC Building, CBD Belapur.

15. Tender document received by the SBIIMS after due date and time i.e. 15.03.2019 after 2:00 pm shall be rejected.

16. The mandatory requirements in respect of premises to be hired are as under:

- i. Carpet Area required: 23,000 to 28,000 sq. mtr. (2.5 to 3 lac Sq. Ft.)
- ii. Location: Within a distance of 7.50 km from existing Global IT Centre, CBD Belapur. (Distance means road distance).
- iii. Possession with Occupancy Certificate Status: Ready OR be ready to occupy within 180 days of Bid closing date (including cabins, sofas, chairs, work stations, data caballing electrical works, air conditioning etc. for premises with fit out). The Bank may at its sole discretion opt to completing work stations, chairs, sofas, data caballing, cabins, electrical works etc. on its own. However, air conditioning, flooring, false ceiling shall be mandatory to be completed including open space with suitable shed to keep DG set by the landlord as required by the bank.
- iv. Building Type: Single Building with large floor plates with modern amenities. Area offered should be on contiguous floors.
- v. Air-conditioning: Building should be equipped with central air-conditioning system with chiller plant. Each floor should have AHU (Air Handling Unit).

17. The offer should remain valid at least for a period of 6 (Six) months to be reckoned from the last date of submission of offer i.e. 15.03.2019.

18. **Bid integrity:** Wilful misrepresentation of any fact within the Bid will lead to the cancellation of the contract without prejudice to other actions that SBIIMS/SBI may take. All the submissions, including any accompanying documents, will become property of SBIIMS.

19. **Bidding process/Opening of Technical Bids:**

- i. All the technical bids received up to the specified time and date will be opened for initial evaluation on the time and date mentioned in the schedule of events. The technical bids will be opened in the presence of representatives of the bidders, who

may choose to attend the same. However, bids can be opened even in the absence of representatives of one or more of the bidders.

- ii. In the first stage, only technical bid will be opened and evaluated. Proposals of such bidders satisfying eligibility criteria and agree to comply with all the terms and conditions specified in the RFP, will be evaluated for technical criteria/parameter. Only those bids complying with technical parameters shall become eligible for Price bid opening and further RFP evaluation process.
- iii. The SBIIMS will examine the Bids to determine whether they are complete, all the required formats have been furnished, the documents have been properly signed, EMD and Tender processing fees for the desired amount and validity period is available and the Bids are generally in order. The SBIIMS may, at its discretion waive any minor non-conformity or irregularity in a bid, which does not constitute a material deviation.
- iv. Prior to the detailed evaluation, the SBIIMS will determine the responsiveness of each Bid to the Bidding Document. For purposes of these clauses, a responsive Bid is one, which conforms to all the terms and conditions of the Bidding Document in to, without any deviation.
- v. The SBIIMS's determination of a Bid's responsiveness will be based on the contents of the Bid itself, without recourse to extrinsic evidence.
- vi. If a Bid is not responsive, it will be rejected by the SBIIMS and will not subsequently be made responsive by the Bidder by correction of the non-conformity.

20. Technical Evaluation:

- i. Technical evaluation will include technical information submitted as per technical bid format, demonstration of proposed premises, reference calls and site visits, wherever required.
- ii. The SBIIMS reserves the right to evaluate the bids on technical parameters including premises visit also.
- iii. During evaluation and comparison of bids, the SBIIMS may, at its discretion ask the bidders for clarification on the bids received. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the instance of the bidder shall be entertained.

21. Evaluation of Price Bids and Finalization:

- i. The envelope containing the Price bids of only those Bidders, who are short-listed after technical evaluation, would be opened.
- ii. The SBIIMS will decide to opt for the building with fit-out or without fit out, as case may be.
- iii. ***The Bidder will be selected on the basis of Techno commercial evaluation.***
 - The various offers will be evaluated on the basis of highest marks obtained in **Techno commercial evaluation**
 - Bidders are advised to note that evaluation of the offers will be under **Techno commercial evaluation** basis. The methodology under this system shall be as under:-
 - (i) Preliminary evaluation of the Technical bids will be done to ensure that the bidders fulfil the basic selection criteria as per detailed terms and conditions specified in the tender document.
 - (ii) Thereafter, the technical bids will be subjected to detailed evaluation by allotting marks on various parameters/criteria prescribed in the bid document to arrive at the qualifying marks.
 - (iii) Bidders who qualify in technical Bids will be intimated before opening of financial bid and will be allotted a weightage of 70% while the financial bids will be allotted weightage of 30%.

(iv) The Financial bids of only those bidders, who qualify technically by obtaining a minimum qualifying mark of 60% (i.e. 60 marks) in their technical evaluation, will be opened.

(v) Financial bid of the bidder with the lowest price will be given a financial score of 100 and other bids will be given financial score that are inversely proportional to their quoted prices. Similarly technical bid of the bidder having obtained highest marks will be given technical score of 100 and other bids will be given technical score inversely proportional to the marks obtained by them.

(vi) The total score, both technical and financial, shall be arrived at by weighting the quality and cost scores and adding them up.

Total scores= T(w) x T (s) + F(w) x F(s)

T(w) stands for weightage for Technical score i.e 0.7

T(s) stands for Technical score evaluated

F(w) stands for weightage for Financial score i.e 0.3

F(s) stands for Financial score evaluated

An example, for reference and clarification purpose only, is given below:

Suppose there are three bidders (A, B & C) qualified based on the marks obtained / technical parameters and the marks obtained by them and rate quoted by them are as under:

Bidder	Marks obtained in Technical bid	Rate quoted ` Per Sq.ft carpet area
A	80%	90
B	70%	81
C	75%	84

For the purpose of evaluation, three bidders will be given scores as under:

Bidder	Technical score	Financial score
A	100	90
B	87.5	100
C	93.75	96.42

Total Score of the bidder will be as under:

$$A = 0.7 \times 100 + 0.3 \times 90 = 97 \text{ (M1)}$$

$$B = 0.7 \times 87.5 + 0.3 \times 100 = 91.25 \text{ (M3)}$$

$$C = 0.7 \times 93.75 + 0.3 \times 96.42 = 94.55 \text{ (M2)}$$

It is observed from the above that bidder (A) is eligible bidder and shall be considered for further processing /negotiation etc.

22. There should not be any deviation in terms and conditions as have been stipulated in the tender documents. However, in the event of imposition of any other conditions, which may lead to a deviation with respect to the terms and conditions as mentioned in the tender document, the lessor is required to attach a separate sheet "list of deviations", if any.

23. The SBIIMS/SBI reserves the right to accept or reject any or all the tenders without assigning any reason thereof. In case of exigency and depending upon the suitability, the Bank may as well accept more than one proposal to suit its total requirements.

24. Canvassing in any form will disqualify the tenderer. No brokerage will be paid to any broker.

25. The short listed bidder/lessor will be informed by the SBIIMS/SBI for arranging site inspection of the offered premises.

26. Preference will be given to the exclusive building having ample parking space (minimum for 200 cars and minimum 300 scooters) in the compound / basement of the building. Preference will also be given to the premises owned by the Govt. Departments / Public Sector Units /Banks.

27. **Rentable Carpet area:** which could be always measured jointly by the Bank and the landlord. as under:

- In order to have parity of comparison and also for the purpose of payment, Rentable carpet area shall mean covered area of the premises i.e., actual covered floor area (which will be in exclusive possession of the Bank), excluding thickness of the external peripheral walls of the premises would be considered. The common areas such as entrance lobby, staircases, lifts and sanitary shafts, lift lobbies, common toilets, watchman room, pump room, overhead tank, generator rooms, air-conditioning plant rooms, etc. will not be considered. Parking area will also not be considered under carpet area.
- However, if the entire floor is in exclusive possession of the Bank, the common areas like entrance lobby, staircase, lift lobby, toilets, AHU Rooms of that floor which is inside wall to wall of finished surface measurement will be considered.
- The Architectural projections in facade and areas including balconies, terraces, niches, will not be considered. The actual covered floor area will be measured jointly at the site for calculating the lease rent.

28. Bank desires to have following no. of work stations, cubicles, cabin, meeting rooms etc. for every 930 sq. mtr. (10,000 sq. ft.) carpet area.

Sr. No.	Item	Quantity	Brief specification
1	Workstation	100 to150	Modular furniture with low height partition in laminate finish All chairs are good quality revolving and tilting as per Bank's standard.
2	Cubicles (10 sq. mtr. each)	05 to 10	Table + side storage in veneer with melamine finish
3	Cabins (20 sq. mtr.)	02 - 03	Full height partly glazed partitions in laminate / veneer with melamine polish
4	Meeting rooms (15 sq. mtr.)	02 - 03	Full height partly glazed partitions in veneer with melamine polish

5	UPS / Switch room (15 sq. mtr.)	01	Full height Brick masonry wall finished with plaster, paint etc.
6	Store room (30 sq. mtr.)	01	Full height both side laminate finished partition

- All the above-mentioned furniture items should be brand new or in serviceable condition subject to approval of SBI/SBIIMS Engineer.
- In addition to above, The Landlord has to provide furnished boardroom / conference room (2 nos.) for 100 persons as per the bank's requirement.

29. The Bank shall pay charges for air-conditioning as per the methodology described below:

- Landlord has to arrange the metering system for air conditioning and electrical power supply. Bank will pay the charges as per actual unit consumed as per prevailing rate of local electricity boards.
- Charges will be paid on actual consumption of variable inputs. The cardinal principle to be followed here would be that the bidder/landlord should not make profit out of providing the air-conditioning services, but the variable cost of providing the services will be reimbursed to him on actual consumption basis, as per separate energy meter installed for the purpose.
- The actual consumption of variable inputs will be computed by means of a mutually agreed transparent formula which is verifiable and auditable.
- In case of any dispute regarding the methodology of computation of cost of air-conditioning, the Bank shall seek the services of the expert faculty from IIT-Bombay, and the decision taken by the latter will be final and binding on both the parties (the bidder and the Bank).
- Responsibility for Operation and maintenance of AC, Electrical Substation, Fire control room and all other such installation shall remain with landlord only and SBI shall not be party for the same.

30. Generator Power cost will be paid based upon actual power consumed measured using energy meter, as per the methodology described below (In case Bank opts for DG set from lessor):

- Charges will be paid on actual consumption of variable inputs. The cardinal principle to be followed here would be that the bidder/landlord should not make profit out of providing the DG set power, but the variable cost of providing the services will be reimbursed to him on actual consumption basis.
- The actual consumption of variable inputs will be computed by means of a mutually agreed transparent formula which is verifiable and auditable.
- In case of any dispute regarding the methodology of computation of cost of DG power, the Bank shall seek the services of the expert faculty from IIT-Bombay, and the decision taken by the latter will be final and binding on both the parties (the bidder and the Bank).

31. Electricity will be supplied by separate meter and payment will be made directly to the electricity distribution Company

32. As the part office space may be used to function is up to three shifts, approximate 20% of the total area should have air conditioning by split / window/ VRF AC independently to render AC system for the operation in all weekdays. However, maintenance of all AC units will be ensured by the land lord without any extra cost to Bank.

33. All permissions required for peaceful occupancy and use of the offered property by the Bank should be obtained by the Bidder before making the offer to the Bank, and in the future from time to time, as may be required.

34. Bank reserves the right to sublet / permit the usage of the premises to its Associates and Subsidiaries and no additional rent/compensation will be paid to the landlord.

35. Firefighting equipment should be provided, operated and maintained in good running condition at all times by the landlord including providing full time (24x7) qualified operator within the quoted rent and no extra cost shall be borne by the Bank. The fire equipment/systems should comply with the Maharashtra Fire Prevention and Life Safety Measures Act 2006. The landlord should produce certificate of compliance at the required periodicity.

36. Landlord will ensure that network, data and electricity cables can be brought into the premises offered to the Bank from outside the building from any direction without any hindrance.

37. Landlord has to carry out any additions/ alterations required to the premises as per plan approved by the Bank without any charges to Bank. Bank have the liberty to modify the interior of the premises and landlord has to permit any modification required, except structural modification to load bearing structures, including installation of any system/equipment/gadget that is required for the functioning or safety of the Bank.

38. The landlord should ensure that the building should be kept in good condition, and where the external façade is of glass, the cleaning of the glass should be done periodically

39. In case the Bank will be the sole occupant of the premises offered for lease, the security will be arranged by the Bank.

40. Award Criteria:

- i. SBIIMS will notify successful bidder in writing by letter or email that its bid has been accepted. The Selected bidder has to return the duplicate copy of such letter to the SBIIMS within 07 working days, duly Accepted, Stamped and Signed by Authorized Signatory in token of acceptance.
- ii. The successful bidder will have to submit Initial Security Deposit/Performance Bank Guarantee from nationalised Bank other than SBI for the amount and validity as desired in schedule of event and the format of the PBG will be provided by the Bank with acceptance of all terms and conditions of this RFP.
- iii. Copy of Board Resolution or Power of Attorney showing that the signatory has been duly authorized to sign the acceptance letter and contract should be submitted.
- iv. The notification of award will constitute the formation of the contract.
- v. The successful bidder shall be required to enter into a Lease Agreement with the SBI, within 90 days of award of the tender or within such extended period as may be decided by the SBI.
- vi. Until the execution of a formal Agreement, the Bid document, together with the SBIIMS's notification of award and the Bidder's acceptance thereof, would constitute a binding contract between the SBI and the successful Bidder.

vii. The SBIIMS reserves the right to stipulate, at the time of finalization of the contract, any other document(s) to be enclosed as a part of the final contract.

41. Penalty conditions:

Penalty clauses for non-fulfilment of the following T&C shall be as follows:

Item	Penalty (% of current monthly rental*)
Water not available for 4 hours or more	0.1% per instance
Electricity outage for more than ½ hour	0.5% per instance
50% or more than 50% of the lifts not working for more than 4 hours	0.1% per instance
A.C. outage for more than ½ hour	0.5% per instance
Delay in handing over	If more than 180 days from the date of LOI, SBIIMS has right to impose penalty of Rs.10,000/- per day for delayed period.

* Monthly rental means rent plus other charges. Maximum penalty in a month shall not exceed 5% of the monthly rental. Penalty shall not be levied in case of force majeure. Penalty if any, calculated during the month will be recovered from next month rent

42. Insurance:

The successful bidder should obtain insurance for an amount equal to 110 percent of the market value of the premises (including furniture) on 'All Risks' basis, valid for a period not less than five years and for such other extended lease period.

43. Lease Period:

The Lease Agreement will be for an initial period of 5 years extendable for another **three terms of 5 years** each solely at the discretion of the bank with requisite exit clause to facilitate full / part de-hiring of space/area by the bank only during the tenure of the lease by serving 3 months prior notice. After each period of **5 years**, the rent and other charges (mentioned in Annexure- C & D as case may be) can be increased or decreased subject to market condition and to maximum up to 25% on mutually agreeable terms. However, the other terms and condition will remain unchanged. The Bank reserves the right to terminate the Agreement after giving three months" notice, no compensation/loss of profit will be payable to the landlord arising out of such termination.

44. Service level agreement:

The successful bidder will have to execute the lease deed as per the standard terms and conditions finalized by the SBIIMS/SBI for the purpose, and the stamp duty and registration charges of the lease deed will be shared equally (50:50) by the lessors and the Bank.

45. Disputes/Arbitration [applicable in case of successful bidder only]:

1. Any dispute, controversy or claims arising out of or relating to this RFP, its validity, breach or termination thereof, shall be settled by arbitration in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996.

2. All questions, claims, disputes or differences arising under and out of, or about the RFP/ subsequent contract or carrying out of the work whether during the progress of the work or after the completion and whether before or after the determination, abandonment or breach of the RFP/ subsequent contract shall be referred to arbitration by a sole Arbitrator to be appointed by the Parties as per the above-mentioned provision.
3. The place of arbitration shall be at Mumbai.
4. The arbitral procedure shall be conducted in the English and any award or awards shall be rendered in English. The procedural law of the arbitration shall be the Indian law.
5. The award of the arbitrator shall be final and conclusive and binding upon the Parties. The Parties further agree that such enforcement shall be subject to the provisions of the Indian Arbitration and Conciliation Act, 1996 and neither Party shall seek to resist the enforcement of any award in India on the basis that award is not subject to such provisions.
6. The rights and obligations of the Parties under or pursuant to this Clause, including the arbitration clause in this RFP, shall be under the exclusive jurisdiction of the courts located at Mumbai only.
7. If a notice has to be sent to either of the parties following the signing of the contract, it has to be in writing and shall be first transmitted by facsimile transmission/email by postage prepaid registered post with acknowledgement due or by a reputed courier service, in the manner as elected by the Party giving such notice. All notices shall be deemed to have been validly given on (i) the business date immediately after the date of transmission with confirmed answer back, if transmitted by facsimile transmission/email, or (ii) the expiry of five days after posting if sent by registered post with A.D., or (iii) the business date of receipt, if sent by courier.

46. **Governing Language:** The governing language shall be English.

47. **Taxes and Rent:**

- The income tax and other taxes as applicable will be deducted at source while paying the rentals per month. All taxes pertaining to the premises including property tax, water tax etc. shall be borne by the landlord within the rent quoted by them.
- While renewing the lease, the effect of subsequent increase/decrease in taxes shall be considered for the purpose of fixing the rent. However, the landlord will be required to bill the concerned Office / Department of SBI every month for the rent due to them indicating the GST component also in the bill separately.
- The bill should contain the GST number of the landlord, apart from name, address etc. of the landlord and the serial number of the bill, for the bank to bear the burden of GST otherwise, the GST if levied on rent paid by landlord directly, shall be reimbursed by the SBI to the landlord on production of such payment of tax to the Govt. indicating name, address and the GST registration number of the landlord.
- Income Tax and other statutory clearances shall be obtained by the landlord at their own cost as and when required.
- All payments to the landlord shall be made by Account Payee Cheque or RTGS/NEFT.

- Rent will be paid only after Occupancy Certificate has been received and hand over of the premises complete with all fitments to the satisfaction of the Bank. The Owner/land lord must mention a confirmed date by which he will obtain and produce to the Bank the Occupancy Certificate, however the date of submission of OC should not be later than 90 days from the date of issuing of LOI.

48. If the part premises offered, please indicate the floor wise area viz. Ground, First, second and so on if any, and number of parking spaces offered should be indicated separately exclusively used for SBI.

49. The successful bidder/lessor shall be responsible to obtain the municipal license/ NOC/ approval for a) Banking activities in the premises and b) Approval of Layouts etc from Local Civic Authority/collector/town planning etc. for carrying out the interior furnishing of the premises by the Bank. c) Seeking completion certificate from Municipal authorities after the completion of interior furniture work. d) To arrange required additional electrical power load, if any at his/her cost from the State Electricity Board or any other private electricity company in that area etc. e) To arrange to provide space as well as NOC required for installation, operation and running of the DG set. f) Make provisions for installation of AC Outdoors Units, Bank's Signage (of required size) at front & side fascia, g) Providing suitable earthlings, Earth stations, V-SAT, etc within the compound by the bidders/lessor at no extra cost to the Bank.

50. Bidder/Lessor should obtain and furnish the structural stability certificate from the licensed structural consultant at his cost.

51. The landlord shall arrange to submit the proposal to the Municipal Corporation/Collector/town planning etc. and procure necessary approval of plans etc within one month time from the date of receipt of approved plans from SBI/SBIIMS along with other related documents so that the interior renovation work can commence, in case of unfurnished premises.

52. After the completion of the interior works, etc. the lease agreement will be executed and the rent payable shall be reckoned from the date of occupation of the premises by the Bank which shall not include the fitment period of 180 days (If the Bank opt for option II- premises without fit-out). The lease agreement will include inter-alia, a suitable exit clause and provision of de-hiring of part/full premises.

53. The rent quoted should be inclusive of all present and future taxes whatsoever, municipal charges, society charges, maintenance etc. excluding GST which shall be reimbursed extra at applicable rate. However, while renewing the lease, the effect of subsequent increase/ decrease in taxes and service charges shall be taken into account for the purpose of fixing the revised rent.

54. Electricity charges will be borne by the Bank on actual basis.

55. Land lord has to ensure 24 hrs potable water supply at their cost (However actual water consumption charges will be borne by the Bank).

56. All civil, interior & furnishing, electrical, air conditioning, data cabling, CC TV & firefighting etc. works to be carried by the land lord at their own cost before handing over possession to the Bank

as per the Banks approved layout plan and specifications in case of furnished premises (premises with fit out).

57. Premises should have an independent/direct 24x7 free access from the road and not through some other establishment

ANNEXURE-A (To be submitted along with Technical bid)

BID FORM (TECHNICAL BID)

[On Applicant's letter head]

Date: _____

The Vice President & Circle Head
SBIIMS
GITC Circle office,
Navi Mumbai 400614

Dear Sir,

Ref: RFP No. dated. _____

- I. I / We have examined the above RFP, the receipt of which is hereby duly acknowledged and subsequent pre-bid clarifications/ modifications / revisions, if any, furnished by the SBI/SBIIMS. I / We shall abide by the terms and conditions spelt out in the RFP. I / We shall participate and submit the commercial bid on the date advised to us.
- II. While submitting this bid, I / We certify that:
 - a. The undersigned is authorized to sign on behalf of the Bidder and the necessary support document delegating this authority is enclosed to this letter.
 - b. I / We declare that I / We am / are not in contravention of conflict of interest obligation mentioned in this RFP.
 - c. Indicative prices submitted by me / us have been arrived at without agreement with any other Bidder of this RFP for the purpose of restricting competition.
 - d. The indicative prices submitted by me / us have not been disclosed and will not be disclosed to any other Bidder responding to this RFP.
 - e. I / We have not induced or attempted to induce any other Bidder to submit or not to submit a bid for restricting competition.
 - f. The rate quoted in the indicative price bids are as per the RFP and subsequent pre- bid clarifications/ modifications/ revisions furnished by the SBIIMS/SBI, without any exception.
- III. If our offer is accepted, I / We undertake to complete the premises and hand over the possession to the SBIIMS/SBI as specified in this RFP.
- IV. I / We agree to abide by all the terms and conditions of this RFP, and the rates quoted therein by us for the premises to be provided to the SBIIMS/SBI up to the period prescribed in the Bid, which shall remain binding upon us.
- V. I / We certify that I / We have not made any changes from the contents of the RFP document read with its amendments/clarifications provided by the SBIIMS submitted by us in our Bid document.

- VI. It is further certified that the contents of our bid are factually correct. I / We also accept that in the event of any information / data / particulars proving to be incorrect, the SBIIMS/SBI will have the right to disqualify us from the bid.
- VII. I / We understand that you are not bound to accept the lowest or any Bid you may receive and you may reject all or any bid without assigning any reason or giving any explanation whatsoever.
- VIII. If our bid is accepted, I / We undertake to enter into and execute at our cost, when called upon by the SBIIMS to do so, a contract in the prescribed form and I / We shall be jointly and severally responsible for the due performance of the contract.
- IX. The name(s) of successful bidder to whom the contract is finally awarded after the completion of bidding process shall be displayed on the website of the SBI and/or communicated to the successful bidder(s).
- X. I / We hereby undertake and agree to abide by all the terms and conditions stipulated by the SBIIMS in the RFP document.

Dated this day of 2019

(Signature)

(Name)

(In the capacity of)

Duly authorised to sign Bid for and on behalf of

Seal of the Bidder/Landlord.


ANNEXURE B (To be submitted along with Technical Bid)

DETAILS OF OFFER

With reference to your advertisement in _____, Mumbai dated the _____, I/We hereby offer the premises owned by me/us for housing your GITC office on lease basis.

A	General Information	
1	Name of the landlord	
2	Mobile No	
3	Pan No.	
4	GST No.	
5	Email id	
6	Name of the building offered	
7	Location of Premises offered	
8	Floor of the Premises offered (Ground /First floor etc.)	
9	Plot No.	
10	Name of the Street	
11	Name of the City with Pin code	

B	Technical information	
1	Building	Load bearing OR Frame structure
2	Type of the building	Commercial/ BFSI office space
3	No. Of floors	
4	Does the building have Clear and marketable title	YES/NO *

“*” → Please tick to answer as Yes/No 

C	Status of the Premises	
1	Building ready for occupation	YES/NO
2	If not then how much time will be required for occupation	
3	Carpet area per floor	
4	Total Carpet area offered (Sq. Mt) <i>please indicate floor wise carpet area offered and parking details separately</i>	

D	Amenities Provided	
1	Electrical power supply	YES/NO
2	Running water supply	YES/NO
3	Adequate number of toilets for: <ul style="list-style-type: none"> Ladies Gents Physically disabled person 	
4	Whether plans are approved by the local authorities	YES/NO
5	Whether NOC from the Fire Department obtained	YES/NO
6	Whether occupation certificate has been received	YES/NO
7	Whether direct access is available from the main road	YES/NO
8	Whether standby (generator) power supply is available	YES/NO
9	Whether fully air conditioned	YES/NO
10	How many lifts with the specifications (loading capacity) for exclusive use of Bank	
11	Mention the list of any other amenities which are provided	
12	Whether structural stability certificate obtained	YES/NO

E	Offered premises is proximate to following places (in Kms)	
1	Sub urban railway station	
2	Hospital	
3	Bus Stop	
4	Airport	

F	Other facilities	
1	Car Parking (No.s)	
2	Two Wheeler parking (No.s)	
3	Adequate Open space with suitable shed for Generator	YES/NO
4	Firefighting arrangement	YES/NO

G	Any other special features of the building	
H	Total sanctioned electrical load available Provision for Additional power requirement	_____KW _____KW
I	Whether Structural Stability Certificate obtained (Certificate shall be from licensed structural Engineer of BMC/NMMC)	YES/NO
J	Source of the water supply to the building	

K	List of Documents to be attached:	
The following documents shall be enclosed with the Technical bid :		
List		Enclosed (YES/NO) or Fill the column as required
1	Sale/purchased /conveyance deed duly registered with the registrar prior to the current Lease deed	
2	Photocopy of approved /sanction layout;	
3	Photocopy of last paid house/property tax;	
4	Photocopy of last paid electricity /water bill;	
5	Photocopy of last paid society charges, if any;	
6	Completion certificate issued by the concerned authority confirming that structure is constructed as per approved map/plan;	
7	Documents confirming that property is clear & no lien /charge has been created;(The Bank shall obtain legal title investigation report from the SBI empaneled advocate at own cost which shall be reimbursed by the successful bidder.)	
8	Ownership details with percentages;	
9	Elevation drawings of front & side;	
10	Photocopy of PAN Card.	
11	Photocopy of Certificate of incorporation (in case of Company)	
12	Photocopy of Partnership Deed (in case of Partnership firm)	
13	Photocopy of Power of Attorney, authorizing the authorised signatory to sign the tender documents (in case of partnership or different stake holders)	
14	Photocopy of Board resolution authorizing the authorised signatory to sign the tender documents	

15	Green building certificate or precertification from LEED India or IGBC or GRIHA, if any.	
16	List of amenities provided / to be provided viz., floor finish, lift lobby, entrance lobby, external facade, number of toilets on floor, number of lifts (exclusive use of SBI, if any), finishes of staircase etc.	
17	Evidence of connected and sanctioned electrical load that can be exclusively used by SBI. Evidence should be in the form of communication from Electricity Board (total load) and letter from the bidder (for load apportioned to SBI).	
18	Evidence of No. of feeders from which connected and sanctioned electrical load taken and made available to SBI.	
19	Evidence of open space with suitable shed for installing the DG Set of appropriate capacity by the Bidder.	

[Attach separate sheet(s) if needed]

Signature of the Owner

Or

Authorized Signatory with Name & Seal

Place:

Date:

ANNEXURE C (To be kept in Envelope II)

PRICE BID FOR PREMISES WITH FURNITURE/FIT OUT*

With reference to your advertisement in the local dailies/website (www.sbi.co.in), I / We offer the premises owned by us for housing your office on lease basis at the rent mentioned below and, on the terms and conditions mentioned in your RFP (tender document):

General Information:

1. Location:

- (a) Name of the Building
- (b) Plot No.
- (c) Name of the street
- (d) Name of the city
- (e) Pin code

2. Bid amount:

Sr no	Item	Unit Cost (Per sq. mtr. rentable carpet area** per month)
1	Rent of premises	Rs.
2	Rent for furniture***	Rs.
3	Building Maintenance Charges	Rs.
4	Prorata Common Facility Charges for the area proposed to be hired to SBI	Rs.
5	Parking charges	Rs.
6	Any other charges (please mention)	Rs.
7	Rent for open space with suitable shed for installation of DG Set	Rs.
8	Total Monthly Rent per sq. mtr. {1 to 7}	Rs.

Common Facility Charges include charges for all facilities which are common to or are used by all the tenants of the building such as security, reception, lighting, air-conditioning of common areas, lifts, parking lifts, housekeeping, water pumping, repairs and maintenance of common properties and amenities, pest control, firefighting, etc.

The above offer will be valid up to six months i.e. 15.09.2019.

*** Premises with furniture/fit out means modular work stations, cabins, data cabling, chair, sofa etc. With required air conditioning, flooring, false ceiling etc. to be provided by the bidder/landlord.**

**** Rentable Carpet area: Refer clause /point number 27**

***** Rent for furniture will be paid for period of first 5 years tenure only. No rent will be paid for next tenure on subsequent renewal of lease period.**

Declaration

The income tax and other taxes as applicable will be deducted at source while paying the rentals per month by SBI. All taxes inclusive of Municipal/Local Body/Government taxes / cess / levy etc. shall be borne by us. However the GST if levied on rent paid by us shall be reimbursed by the SBI, on production of such payment of Service tax/GST to the Govt.

We have studied the above terms and conditions and accordingly submit an offer and will abide by the said terms and conditions in case our offer of premises is accepted.

Place:

Date:

Name & Signature of bidder/lesser with seal if any

ANNEXURE D (To be kept in Envelope III)

PRICE BID FOR PREMISES WITHOUT FURNITURE/FIT OUT*

With reference to your advertisement in the local dailies/website (www.sbi.co.in), I / We offer the premises owned by us for housing your office on lease basis at the rent mentioned below and, on the terms and conditions mentioned in your RFP (tender document):

General Information:

1. Location:

- (a) Name of the Building
- (b) Plot No.
- (c) Name of the street
- (d) Name of the city
- (e) Pin code

2. Bid amount:

Sr no	Item	Unit Cost (Per sq. mtr. rentable carpet area** per month)
1	Rent of premises	Rs.
2	Building Maintenance Charges	Rs.
3	Prorata Common Facility Charges for the area proposed to be hired to SBI	Rs.
4	Parking charges	Rs.
5	Any other charges (please mention)	Rs.
6	Rent for open space with suitable shed covering for installation of DG Set	Rs.
7	Total Monthly Rent per sq. mtr. {1 to 6}	Rs.

Common Facility Charges include charges for all facilities which are common to or are used by all the tenants of the building such as security, reception, lighting, air-conditioning of common areas, lifts, parking lifts, housekeeping, water pumping, repairs and maintenance of common properties and amenities, pest control, firefighting, etc.

The above offer will be valid up to six months i.e. 15.09.2019.

****Premises without furniture/fit out means modular work stations, cabins, data cabling, chair, sofa etc will be provided by the bank. However, required air conditioning, flooring, false ceiling, open space with suitable shed for DG sets etc. to be provided by the landlord.***

***** Rentable Carpet area: Refer clause / point number 27***

Declaration

The income tax and other taxes as applicable will be deducted at source while paying the rentals per month by SBI. All taxes inclusive of Municipal/Local Body/Government taxes / cess / levy etc. shall be borne by us. However the GST if levied on rent paid by us shall be reimbursed by the SBI, on production of such payment of Service tax/GST to the Govt.

We have studied the above terms and conditions and accordingly submit an offer and will abide by the said terms and conditions in case our offer of premises is accepted.

Place:

Date:

Name & Signature of bidder/lesser with seal if any

ANNEXURE E (To be submitted along with Technical Bid)

All technical bids will be first opened and applications will be screened. All the offered premises will be visited by the committee to verify the suitability and offered premises will be awarded marks based on following criteria.

Acquisition of Office Premises on Lease basis for GITC

Evaluation Matrix

Sr. No.	Broad Criteria / Technical parameters for selection	Max. Marks
1	Location (distance from the nearest suburban railway station)**	
i.	Up to 500 m	10
ii.	>500 m up to 1 km	7
iii.	>1 km up to 2.5 km	5
iv.	> 2.5 km	Not Eligible
2	Carpet Area per floor (sq. ft.) in one building in contiguous floors	
i.	> 60,000	15
ii.	>40,000 up to 60,000	10
iii.	>25,000 up to 40,000	5
iv.	<25,000	Not Eligible
3	Status of Building	
i.	Ready to occupy with occupation certificate	10
ii.	Not ready to occupy with occupation certificate	0
4	Lease rent increase after each period of 5 yrs	
i	=<15%	10
ii	=<20%	7
iii	=<25%	5
iv	>25%	Not eligible
5	Green Building certification from LEED India or IGBC or GRIHA if any	
i.	Certified	10
ii.	Pre-certified	5
iii.	No certificate	0
6	Connected and sanctioned electrical load that will be exclusively provided to SBI***	
i.	> 3300 KW	10
ii.	> 2750 KW up to 3300 KW	5
iii.	< 2750 KW	Not Eligible
7	No. of feeders to which the electrical substation is connected	
i.	Two separate feeders	10
ii.	Single feeder	0
8	Adequate space with suitable shed provided to install DG set (100% generator power back-up for electrical supply for lighting, air-conditioning and other electrical equipment for connected load)	
i.	Provided	5
ii.	Not provided	0
8	Available car parking* exclusive for SBI	
i.	> 300 cars	10
ii.	> 250 up to 300 cars	7
iii.	> 200 cars up to 250 cars	5
iv.	<= 200 cars	Not Eligible

9	Available scooter parking exclusive for SBI	
i.	> 500 scooters	10
ii.	> 400 up to 500 scooters	7
iii.	> 300 scooters up to 400 scooters	5
iv.	<= 300 scooters	Not Eligible
	Total	100

- Minimum qualifying marks shall be equal to or more than 60. The premises getting less than 60 marks will be summarily rejected. Committee decision in this regard is final.
- Price bid of only short listed premises will be opened & negotiation will be held with L1 (lowest) bidder.
- Bidder will be selected based on techno commercial evaluation.
- Financial bids will be opened only if **minimum two technically qualified bidders** is short listed.

* Bank reserves the right to use car parking area for scooter parking, if needed.

** Distance means road distance, measured from any end of the concourse.

*** Power available should be at least 90 KW per 930 sq. mt.(10,000 Sq. Ft.) carpet area.

ANNEXURE F (To be submitted along with Technical Bid)

Certificate/Undertaking from the Owner(s)

I/We _____(Name)M/s.

_____(Name/Company/ Body/Firm) hereby confirm that I/we are the owner(s) of the Premises /property as described at

(Address) and are legally entitled to lease the subject premises/property.

Signature of the Owner

I/We declare that the information furnished above is true and correct and conforms to the specifications.

Signature& seal of bidder

I/We further declare, confirm and undertake:

- (a) That the property has clear marketable title free from encumbrances and the premises is free from all court cases, litigation and is free from any kind of dispute of any nature.
- (b) That the p r e m i s e s /property will be delivered mortgage free, if mortgaged, at the time of registration of lease deed.
- (c) That the drafts of all documentation which may be finalized by the SBIIMS/SBI and its solicitors/lawyers shall be final and binding on me/us.
- (d) To furnish the No Dues Certificate / NOC from the concerned Society, for which the entire payment will be made by me/us.
- (e) That the transfer fees or any other charges or contributions or out go and all other expenses demanded by and /or payable for transfer of the offered premises o the Society, or to any other entity/authorities etc. incurred by either parties shall be borne and paid by me/us alone.
- (f) I/We am/are aware that the SBIIMS/SBI is not bound to accept the lowest or any or all the Tenders and will not be required to give any reason for rejecting any Tender.
- (g) That the car parking (whether covered or stilt or open or both) would be as per the measurement at site and would be incorporated in the lease deed before execution of the Lease deed or a letter authorizing the said use will be provided to us.
- (h) The form which is downloaded from the website has not been changed or corrected in any manner, and on the conditions as appearing in the original will be treated as valid.
- (i) That all the terms and conditions specified in this Tender Form are acceptable to me/us and that all the required details have been furnished in the appropriate blank places.
- (j) That there is no mention of any financial details in the Technical Bid or anywhere else other than Financial Bid, and that there are no technical and commercial conditions in Financial Bid.
- (k) That the following documents as per the requirement of the SBIIMS or its legal team will be provided:
 - Sale deed or any other title documents through which the offered premises were purchased by me/us earlier.

ANNEXURE-G (To be submitted along with Technical Bid)

SELF-DECLARATION - NO BLACKLISTING

The Vice President & Circle Head
SBI Infra Management Solution Pvt. Ltd.
'C' Wing, First Floor, GITC, CBD Belapur,
Navi Mumbai 400 614

In response to the RFP Ref. No .dated for acquisition of office premises on Lease basis, as an Owner/ Partner/ Director/ Auth. Sign. of _____, I/ We hereby declare that presently our company/ firm _____, at the time of bidding: -

- a. possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
- b. have fulfilled my/ our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
- c. is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.
- d. does not have any previous transgressions with any entity in India or any other country during the last five years.
- e. does not have any debarment by any other procuring entity
- f. is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the foregoing reasons;
- g. does not have, and our directors and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement agreement within a period of five years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
- h. will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable laws, my/ our EMD may be forfeited in full and our bid, to the extent accepted, may be cancelled

Signature:

Seal of Company

ANNEXURE H (To be submitted along with Technical Bid)

PRE CONTRACT INTEGRITY PACT

(TO BE STAMPED AS AN AGREEMENT)

General

This pre-Bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on day of the month of 201 , between, on the one hand, the State Bank of India a body corporate incorporated under the State Bank of India Act, 1955 having its Corporate Centre at State Bank Bhavan, Nariman Point, Mumbai through its -----Department / Office at -----

-,-----,

(hereinafter called the "Bank", which expression shall mean and include, unless the context otherwise requires, its successors) of the First Part and M/s represented by

Shri , Chief Executive Officer (hereinafter called the "BIDDER" which expression shall mean and include, unless the context otherwise requires, its / his successors and permitted assigns of the Second Part.

WHEREAS the Bank proposes to take Commercial Premises on long term lease and the BIDDER is willing to offer/has offered the said premises for lease and WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the Bank is an Office / Department of State Bank of India performing its functions on behalf of State Bank of India.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:

- Enabling the Bank to obtain the desired service / product at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement; and
- Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the Bank will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the Bank

1.1 The Bank undertakes that no official of the Bank, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, Bid evaluation, contracting or implementation process related to the contract.

1.2 The Bank will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

1.3 All the officials of the Bank will report to the appropriate authority any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

1.4 In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the Bank with full and verifiable facts and the same is prima facie found to be correct by the Bank, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the Bank and such a person shall be debarred from further dealings related to the contract process. In such a case while

an enquiry is being conducted by the Bank the proceedings under the contract would not be stalled.

2. Commitments of BIDDERS

- 2.1 The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its Bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:
- 2.2 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Bank, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
- 2.3 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Bank or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with State Bank of India for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with State Bank of India.
- 2.4 Wherever applicable, the BIDDER shall disclose the name and address of agents and representatives permitted by the Bid documents and Indian BIDDERS shall disclose their foreign principals or associates, if any.
- 2.5 The BIDDER confirms and declares that they have not made any payments to any agents/brokers or any other intermediary, in connection with this Bid/contract.
- 2.6 The BIDDER further confirms and declares to the Bank that the BIDDER is the original vendors or service providers in respect of product / service covered in the Bid documents and the BIDDER has not engaged any individual or firm or Company whether Indian or foreign to intercede, facilitate or in any way to recommend to the Bank or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or Company in respect of any such intercession, facilitation or recommendation.
- 2.7 The BIDDER, at the earliest available opportunity, i.e. either while presenting the Bid or during pre-contract negotiations and in any case before opening the financial Bid and before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the Bank or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 2.8 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, Bid evaluation, contracting and implementation of the contract.
- 2.9 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 2.10 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on 'to' others, any information provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 2.11 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 2.12 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

- 2.13 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the Bank, or alternatively, if any relative of an officer of the Bank has financial Interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender. The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.
- 2.14 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the Bank.

3. Previous Transgression

- 3.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other Company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise / Public Sector Banks in India or any Government Department in India or RBI that could justify BIDDER's exclusion from the tender process.
- 3.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

4. Earnest Money (Security Deposit)

- 4.1 While submitting commercial Bid, the BIDDER shall deposit an amount (specified in RFP) as Earnest Money/Security Deposit, with the Bank through any of the mode mentioned in the RFP / Bid document and no such mode is specified, by a Bank Draft or a Pay Order in favour of State Bank of India from a nationalized Bank including SBI. However, payment of any such amount by way of Bank Guarantee, if so permitted as per Bid documents / RFP should be from any nationalized Bank other than SBI and promising payment of the guaranteed sum to the Bank on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the Bank shall be treated as conclusive proof for making such payment to the Bank.
- 4.2 Unless otherwise stipulated in the Bid document / RFP, the Earnest Money/Security Deposit shall be valid upto a period of 180 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the Bank, including warranty period, whichever is later.
- 4.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the Bank to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.
- 4.4 No interest shall be payable by the Bank to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

5. Sanctions for Violations

- 5.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the Bank to take all or any one of the following actions, wherever required:
- To immediately call off the pre contract negotiations without assigning any reason and without giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue, unless the Bank desires to drop the entire process.
 - The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the Bank and the Bank shall not be required to assign any reason therefore.
 - To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.

- iv. To recover all sums already paid by the Bank, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Base Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the Bank in connection with any other contract for any other stores, such outstanding could also be utilized to recover the aforesaid sum and interest.
 - v. To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the Bank, along with interest.
 - vi. To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the Bank resulting from such cancellation/rescission and the Bank shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
 - vii. To debar the BIDDER from participating in future bidding processes of the Bank or any of its Subsidiaries for a minimum period of five years, which may be further extended at the discretion of the Bank.
 - viii. To recover all sums paid, in violation of this Pact, by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
 - ix. Forfeiture of Performance Bond in case of a decision by the Bank to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.
 - x. Intimate to the CVC, IBA, RBI, as the Bank deemed fit the details of such events for appropriate action by such authorities.
- 5.2 The Bank will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.
- 5.3 The decision of the Bank to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes of this Pact.

6. Fall Clause

The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present Bid in respect of any other Ministry/Department of the Government of India or PSU or any other Bank and if it is found at any stage that similar product/systems or sub systems was supplied by the BIDDER to any other Ministry/Department of the Government of India or a PSU or a Bank at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the Bank, if the contract has already been concluded.

7. Independent Monitors

7.1 The Bank has appointed Independent Monitors (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission (Names and Addresses of the Monitors to be given).

.....

7.2 The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

- 7.3 The Monitors shall not be subjected to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 7.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings. Parties signing this Pact shall not approach the Courts while representing the matters to Independent External Monitors and he/she will await their decision in the matter.
- 7.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the Bank.
- 7.6 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Bank including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.
- 7.7 The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.
- 7.8 The Monitor will submit a written report to the designated Authority of Bank/Secretary in the Department/ within 8 to 10 weeks from the date of reference or intimation to him by the Bank / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

8. Facilitation of Investigation

In case of any allegation of violation of any provisions of this Pact or payment of commission, the Bank or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

9. Law and Place of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the Bank.

10. Other Legal Actions

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

11. Validity

11.1 The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the Bank and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract, with the successful Bidder by the Bank.

11.2 Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

12. The parties hereby sign this Integrity Pact at on _____

For Bank For BIDDER/Owner/Land lord

Name of the Officer
Designation
Office / Department / Branch
State Bank of India

<u>Witness</u>	<u>Witness</u>
1	1.
2	2.

* Provisions of these clauses would need to be amended/ deleted in line with the policy of the Bank in regard to involvement of Indian agents of foreign suppliers.

Note:

1. This agreement will require stamp duty as applicable in the State where it is executed.
2. For any grievances in transaction / process you may contact any one of the following Integrity External Monitor (IEM) as under :
 - A. Shri Johnny Joseph (Retired IAS Officer)
701/702, Kala lily, Y Nagar, Amrut Shakti, Chandivali, Andheri (E), Mumbai 400 072
Email id : johnnyjoseph49@gmail.com
 - B. Shri K Chandras (Retired IAS Officer)
G1, Reliance Homes, 8-2-547/R, Road no 7, Banjara Hills, Hyderabad 500 034
Email id : kchandrahas@yahoo.com

Pre-Bid Query Format**(To be provided strictly in Excel format)**

Bidder Name	Sl. No	RFP Page No	RFP Clause No.	Existing Clause	Query/Suggestions

ANNEXURE- J (Tender Processing fees method)

TENDER PROCESSING FEES SUBMISSION METHOD THROUGH SBI COLLECT.

The steps involved in making the payment through **SB Collect towards Cost of Tender** are as under :-

1. The Vendor needs to use SBI internet banking site <https://www.onlinesbi.com/>.
2. Select "**SB Collect**" from Top Menu, that will lead to the next page:
3. "**Proceed**" will lead to the next page:
4. Select "**All India**" in "State of Corporate / Institution" & Select "**Commercial Services**" in "Type of Corporate / Institution".
5. "**Go**" will lead to the next page:
6. Select "**SBI Infra Management Solutions**" in Commercial Services Name and "**Submit**"
7. 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.
8. The next Page will be ready with few of the Preloaded Tender Details:
 9. The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.

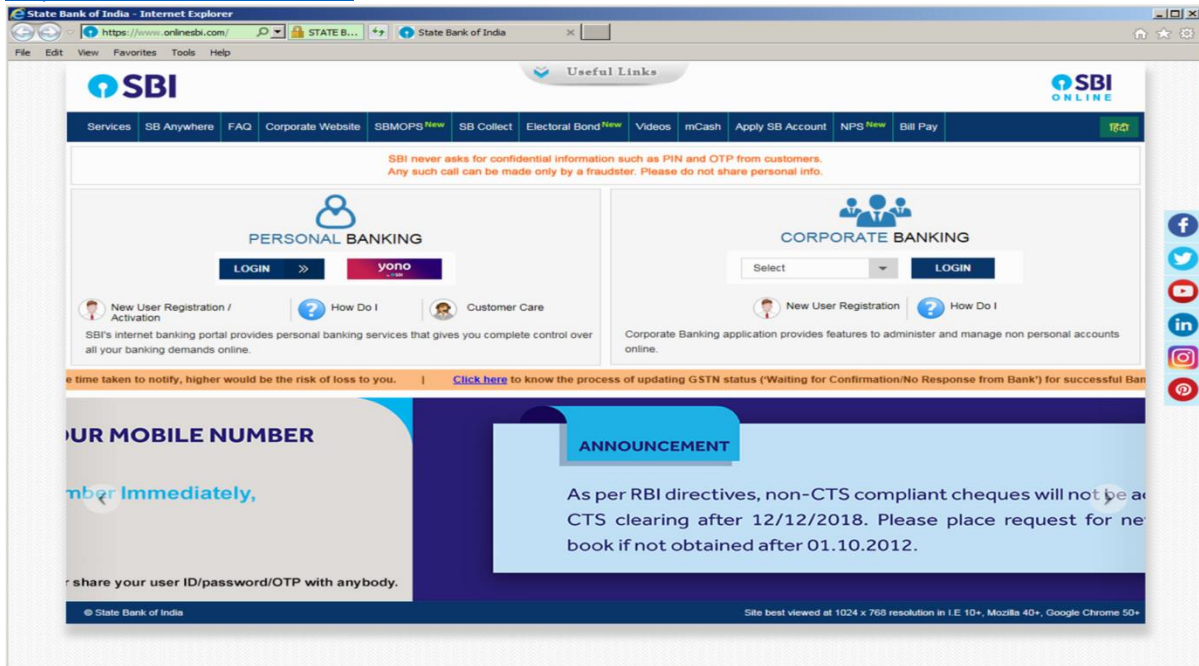
NOTE : *Any type of vendor, whether dealing with SBI or other bank can use this SB Collect facility.*

Even a contractor not dealing with any bank can use this portal and generate challan and deposit by cash in any SBI branch. The bank charges for cash deposit will be also borne by the vendor himself.

Procedure for payment of Tender Fee through SB Collect payment portal:

The portal link is available in SBI online banking site

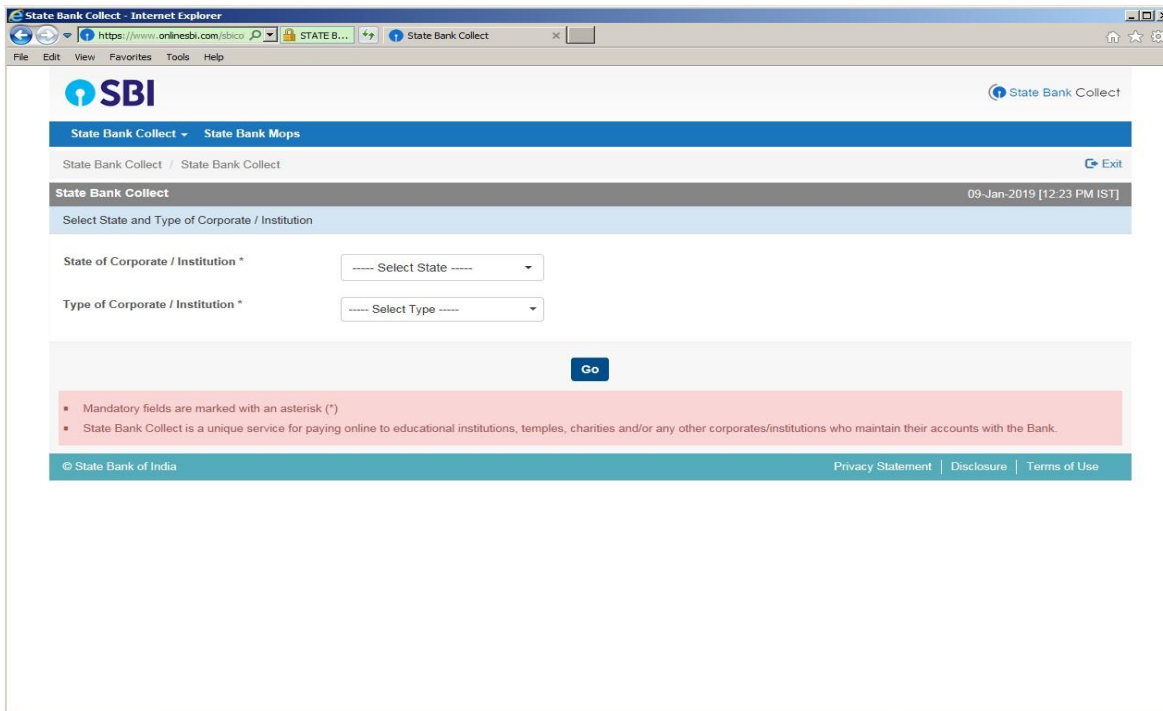
[https://www.onlinesbi.com/.](https://www.onlinesbi.com/)



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



"**Proceed**" will lead to the next page:



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 interface. The browser window is titled "State Bank Collect - Internet Explorer". The address bar shows "https://www.onlinesbi.com/sbico". The page header includes the SBI logo and "State Bank Collect". Below the header, there is a navigation bar with "State Bank Collect" and "State Bank Mops". The main content area shows "State Bank Collect / State Bank Collect" with an "Exit" link. A timestamp "09-Jan-2019 [12:25 PM IST]" is displayed. The section "Select from Commercial Services" contains 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 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 interface after selecting "SBI Infra Management Solutions Pvt Ltd" from the dropdown menu. The browser window is titled "State Bank Collect - Internet Explorer". The address bar shows "https://www.onlinesbi.com/sbico". The page header includes the SBI logo and "State Bank Collect". Below the header, there is a navigation bar with "State Bank Collect" and "State Bank Mops". The main content area shows "State Bank Collect / State Bank Collect" with an "Exit" link. A timestamp "09-Jan-2019 [12:28 PM IST]" is displayed. The section "Provide details of payment" contains 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 states "Mandatory fields are marked with an asterisk (*)". Below the banner, there are three bullet points: "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 '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 'State Bank Collect' and 'State Bank Mops'. Below this, a header section displays 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'. The main content area is titled 'Provide details of payment'. It contains a form with the following fields: 'Select Payment Category' (dropdown menu), 'Tender ID' (text field with value 'MUM2019010005'), 'Tender Name' (text field with value 'Corp 05'), 'Open Date' (text field with value '06-01-2019'), 'End Date' (text field with value '12-01-2019'), 'Amount in Rupees' (text field with value '10000'), 'Vendor Email ID' (text field), 'Vendor GST No.' (text field), 'Vendor Mobile No.' (text field), and 'Vendor Name' (text field). There is also a 'Remarks' text area. Below the form, a section prompts the user to enter their Name, Date of Birth / Incorporation, and Mobile Number. A CAPTCHA image with the text '39E10' is displayed. At the bottom, there are 'Submit', 'Reset', and 'Back' buttons. A footer section contains a disclaimer and links for 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

State Bank Collect - Internet Explorer
https://tenderonline.sbi.com/online... Identified... State Bank Collect
State Bank Collect - State Bank Mops
State Bank Collect - State Bank Collect
State Bank Collect 09-Jan-2019 (12:35 PM IST)
Exit
SBI Infra Management Solutions Pvt Ltd
Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021
Building SBI
Provide details of payment
Select Payment Category *
Tender ID *
Tender Name
Open Date
End Date
Amount in Rupees *
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 (DAP) 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., 02052006
© State Bank of India Privacy Statement Disclosure Terms of Use

The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No. Submit the printout of the Receipt, along with the Tender Application.