



Proposed Civil Works For HLC Record Room

VOLUME – 1

STATE BANK OF INDIA

Proposed Civil Works For HLC Record Room

DOCUMENT ISSUED TO M/S.

LAST DATE FOR SUBMISSION OF TENDER **28.08.2025 AT 3.00p.m.**

PLACE OF SUBMISSION OF TENDER : DEPUTY GENERAL MANAGER
AO-7, NETWORK-3,
T S COMPLEX, SOLAPUR ROAD
KESHWAPUR HUBLI-580023

OPENING OF TENDER **28.08.2025 AT 3.30 PM**

STATE BANK OF INDIA
NOTICE INVITING TENDERS.

Notice Inviting Tenders No. BAN/AO HUB/2025/05 DATED 20.08.2025

State Bank of India, AO-7, Hubli, 1st Floor, T.S.Complex, Solapur Road, invites **tenders** from empanelled Civil contractors for **Proposed Civil Works For HLC Record Room.**

For any details contact [Mobile] 9449840052

* Details of tenders are as under:

1	Name of Work	Proposed Civil Works For HLC Record Room.
2	Time allowed for completion	20 days from the finalization of L1
3	Earnest Money Deposit	Rs 2500/- EMD shall be physically submitted to SBI along with hard copy of duly signed technical bid in a sealed envelope by 3.00 p.m. On 28.05.2025. MSME Bidders to sign “ Bid security Declaration” accepting that if they withdraw or modify their bids during the period of validity, they will be suspended for 1 year. Any tender without physical copy of EMD/ bid security declaration will not be considered.
4	Security Deposit	5% of the contract including EMD and ISD.
5	Cost of tender documents (to be submitted in the form of DD payable to State Bank of India ... payable in Bangalore) along with the tender	Nil.
6	Last date and time of receipt of technical bids and indicative price bid.	3.00 p.m on 28.05.2025. The tenders are to be submitted to the department.
7	Date and time of opening of tenders.	3.30 p.m. On 28.05.2025.
8	Address for online submission of bids	Bid must be submitted to State Bank Of India, AO-7, Hubli, 1 st Floor, T.S.Complex, Solapur Road,

	(technical as well as commercial bids)	Keshwapur Hubli-580023
9	Defects Liability Period	1 Year
10	Validity of Offer	90 days.
11	Liquidated Damages	0.5% per week of delay subject to Max.5% of the contract.
12	Value of Interim Certificate	Rs. 2.00 lacs.
13	Any additional Information	The quoted rate should be inclusive of materials, labour, wages, fixtures, transportation, installation,(excluding GST),wastages, Octroi, machinery, temporary works such as scaffolding, cleaning, overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work. GST on works contract shall be paid separately
14	Electronic Payment	Electronic payment shall be preferred. All the contractor must furnish details such as 1) Name of the their bank 2) Name of their branch 3) Account number4)Name of the account holder as in the bank account 5) IFSC No of the branch 6) PAN number.
This bid document is not transferable		
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.		
SBI has the right to accept/reject any / all tenders without assigning any reasons.		
On behalf of State Bank of India ,DGM, AO-7		

INSTRUCTIONS TO THE TENDERERS

- **1.0 SCOPE OF WORK**

- 1.1 Site and its Location

The proposed work is to be carried out **at Second floor of Hubli AO Building.**

The contractor interested in quoting needs to visit the site and enclose the technical specifications of the product planned to be used at site.

- **2.0 TENDER DOCUMENTS**

- 2.1 The work has to be carried out strictly according to the conditions stipulated in tender consisting the following documents and the most workman like manner,

- Instructions to tenderers
 - General Conditions of Contract
 - Special Conditions of Contract
 - Additional Conditions for Electrical Installation
 - Technical Specifications
 - Drawings
 - Priced Bid

- 2.2 The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below:

- Price Bid
 - Technical Specifications
 - Special Conditions of Contract
 - General Conditions of Contract
 - Instructions to Tenderers

- 2.3 The tender documents are not transferable.

- 2.4 **The tender document consist of Volume I comprising NIT, instructions to tenderers, General conditions of contract, special conditions of contract, safety code, Drawings, technical specifications etc. AND Volume II comprising PRICE BID [BOQ]. EMD shall be in the form of Demand draft of Rs.2500/- in favour of " State Bank Of India" drawn on any scheduled commercial Bank and payable at Hubli.**

2.5 NOTE -The tender document has to be submitted in two sealed ENVELOPES. ENVELOP 1 should contain duly signed all pages and drawings in Volume 1 and Earnest

Money Deposit. ENVELOPE 2 should contain duly filled and signed Volume II, PRICE Bid. Both these envelopes shall be sealed in one envelope superscripted with " TENDER FOR Proposed Civil Works For HLC Record Room." and Submit to Deputy General Manager, STATE BANK OF INDIA, AO-7, 1st floor, T S Complex, Solapur Road, Hubli-580023 on or before 3.00 p.m 28/05/2025. Contact Mobile- 9449840052.

- **3.0 SITE VISIT**

- 3.1 The tenderer must obtain himself on his own responsibility and his own expenses all information and data which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The Tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc;

The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

- **4.0 EARNEST MONEY**

- 4.1 The tenders are requested to submit the Earnest Money of Rs.2500/- In the form of Demand Draft or Banker's Cheque in favour of State Bank of India drawn on any scheduled commercial Bank in India. MSME registered Contractors to submit bidders declaration form in their letter head in place of EMD.
- 4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with clause 4.1 above shall be rejected.
- 4.3 No interest will be paid on the EMD.
- 4.4 EMD of unsuccessful tenderers will be refunded within 30 days of award of contract.
- 4.5 EMD of successful tenderer will be retained as a part of security deposit.

- **5.0 INITIAL SECURITY DEPOSIT**

The successful tenderer will have to submit a sum equivalent to 2% of contract value less EMD by means of D/D drawn in favour of State Bank of India within a period of 15 days of acceptance of tender.

- **6.0 SECURITY DEPOSIT**

- 6.1 Total security deposit shall be 5% of contract value. Out of this 2% of contract value is in the form of initial security deposit which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e. deduction from each running bill account will be 10% till total 3% of contract value is reached. 50% of the total security shall be paid to the contractors on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after the defects liability period as specified in the contract.

- 6.2 No interest shall be paid to the amount retained by the Bank as Security Deposit.

- **7.0 SIGNING OF CONTRACT DOCUMENTS**

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of his tender by the Bank. However, the written acceptance of the tender by the Bank will constitute a binding agreement between the Bank and successful tenderer whether such formal agreement is subsequently entered into or not.

- **8.0 COMPLETION PERIOD: 20 DAYS**

- **9.0 VALIDITY OF TENDER**

Tenders shall remain valid and open for acceptance for a period of 3 (Three) months from the date of opening price bid. If the tenderer withdraws his/her offer during the validity period or makes modifications in his/her original offer which are not acceptance to the Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

- **10.0 LIQUIDATED DAMAGES**

The liquidated damages shall be 0.5% per week subject to a maximum of 5% of contract value.

- **11.0 RATES AND PRICES**

11.1 In case of lumpsum rate tender

- 11.1.1 The tenderers shall quote their rates for items both in words and figures in case of discrepancy between the rates quoted in words and figures the unit rate quoted in words will prevail. If no rate is quoted for a particular item the contractor shall not be paid for that item when it is executed.

The amount of each item shall be calculated and the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity the unit rate quoted will govern and the amount will be corrected.

- 11.1.2 The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.
- 11.1.3 The Tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.

The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Architect/Bank.

- 11.1.4 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.
- 11.1.5 Each page shall be totaled, and the grand total shall be given.
- 11.1.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, VAT, levies, service Tax etc.
- 11.1.7 Tender containing any condition leading to unknown / indefinite liability, are liable to be summarily rejected.
- 11.1.8 GST as applicable will be reimbursed by bank as specified in NIT
- 11.1.9 I.T. will be recovered as applicable as per Government Rules
- 11.1.10 The successful tenderer, after the work is awarded, he will have to enter into an agreement with the competent authority of the bank
- 11.1.11 The tenderer, must co-ordinate with the other agencies such as (I) Electrical (II) Air Conditioning etc
- 11.1.12 . The contractor is required to visit the branches attached in the enclosure and specify the rate for the total work involved in that branch including minor electrical work. Bank reserves the right to omit/delete any item(s) of work from the schedule at the time of allotment/before. Contractor will be paid for the actual work done at the site duly verified by the concerned official of the bank.
- 11.1.13 Period of taking up the final bill will be one month from/ after satisfactory virtual completion or the date of submission of the final bill whichever is later.

12.00. COMPLETION OF WORK: i) The work shall be considered as complete only when the certificate of virtual completion is issued by the architects/Bank. ii) The 'defects liability period' as prescribed in the contract shall commence only from date of such virtual completion. iii) Any defect that may appear within the defects liability period shall be rectified by the contractor within reasonable time on receipt of necessary instructions from Bank to that effect.

The acceptance of a tender will rest with the Competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.

READ UNDERSTOOD AND ACCEPTED

**SIGNATURE OF THE CONTRACTOR WITH
SEAL DATE**

FORM OF SUBMISSION OF TENDER

(To be filled by the tenderer)

Dy General Manager,
State Bank of India, AO-7
Hubli
1st floor TS Complex
Solapur road,
Hubli-580023

Dear Sir/s, -

Ref: TENDER NOTICE Proposed Civil Works For HLC Record Room

I/We hereby declare that I/ We have carefully gone through the conditions laid down in the Notice Inviting Tender, General notes, General Conditions of Contract, Special conditions, Schedule of approximate quantities and rates, Form of Agreement, General Specification, Approved manufacturers/natural source of materials Technical Specifications of schedule of quantities, and clearly understood all the same and on the basis of the same I/We have quoted our rates in the Schedule of Quantities (i.e. BOQ) attached with the tender documents.

I/We do hereby undertake to execute and complete the whole or part of the work (as desired by you) at the respective rates quoted.

I/ We are depositing a sum of **Rs.2500.00 (Rupees Two Thousand Seven Hundred Only)** as earnest money deposit by way of demand draft drawn in favor of STATE.BANK OF INDIA.; payable at Bangalore along with this tender for due execution of the work at my/ our tendered rates.

In the event of this Tender being accepted I/ We agree to enter into the agreement and submit the declaration on requisite non-judicial stamp papers as and when required and execute the contract according to your form of Agreement etc., in default whereof, I/We do hereby bind myself/ourselves to forfeit the aforesaid deposit.

In the event of this Tender being accepted I/ We agree to obtain the labor license and the CAR and Third party insurance policy and deposit the balance E.M.D. amount and adhere/comply to all other instructions as given in TENDER DOCUMENT.

I / We further agree to complete the work included in the said schedule of quantities within 20 DAYS time from the date of the work order issued to commence the same.

Date of commencement shall be one day from the date of work order issued to the contractor or the date on which mark out of work at site has been given to contractor; whichever is later.

I / We agree not to employ sub-contractors other than those that may be approved by Employer / We agree to pay all taxes(except GST), insurance charges as prevailing from time to time, on such items for whom same is to be levied by/ for the government, and the rates quoted by me / us are inclusive of all the same.

Yours Faithfully,

Signature of Witness:

Contractor Name and address

1.

Name: _____

2.

Address: _____ 3

Bid-Security Declaration

(To be submitted for EMD exemption)

To,

DEPUTY GENERAL MANAGER

AO-7, NETWORK-3,

T S COMPLEX, SOLAPUR ROAD

KESHWAPUR HUBLI-580023

Reference: (1) Tender No. of

I/We, irrevocably declare as under:

I/We understand that, as per Clause of Tender/bid conditions, bids must be supported by a Bid Security Declaration In lieu of Earnest Money Deposit.

I/We hereby accept that I/We may be disqualified from bidding for any contract with State Bank of India, Bengaluru Circle for a period of One year from the date of disqualification as may be notified by State Bank of India, Bengaluru Circle (without prejudice to SBI rights to claim damages or any other legal recourse) if,

I am /We are in a breach of any of the obligations under the bid conditions,

I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.

On acceptance of our bid by SBI, I/we failed to deposit the prescribed Security Deposit or fail to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: _____
_____ (complete/ name of Bidder)

Dated on _____ day of month, year.

Signature of the contractor with seal.

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners of the Joint Venture that submits the bid).

Declaration

I/We Inspected the site for Proposed Civil Works For HLC Record Room. of State Bank of India and I/We have made me/us fully acquainted with the local conditions in and around the sites of works and Lay out drawings of works, drawings of each items etc. complete.

I/We hereby declare that I/We have carefully gone through the conditions laid down in the Notice Inviting Tender, General notes, General Conditions of Contract, Special conditions, Schedule of approximate quantities and rates, Form of Agreement, General Specification, Approved manufacturers/natural source of materials (i.e. all parts of Technical bid), Technical Specifications of schedule of quantities (i.e. all parts of Price bid), and clearly understood all the same and on the basis of the same I/We have quoted our rates in the Schedule of Quantities/BOQ attached with the tender documents.

We accept all the terms and conditions of tender documents. We will abide by the technical specification mentioned in the tender. We hereby undertake to use only specified material/make as per the tender schedule.

I/We hereby declare that, in particular during execution of all works at site, it will be my/our sole responsibility to strictly adhere to/ meticulously follow the General Specification, Approved manufacturers/ natural source of materials, Technical Specifications of schedule of quantities, all drawings of layout and items.

For any type of deviation (to any of above or subsequent instructions), it will be my/ our responsibility to obtain the written instruction of the Engineer-in-charge for the same failing which it shall be deemed that I have carried out any such deviations at my own and I shall be duty bound to replace the all deviated material/works from the site at my/our cost as well as I shall be liable to be penalized by the employer as deemed fit and for all such losses made thereof, I/ we shall not have any right to arbitrate in any manner.

I/ We hereby declare that I/ We shall obtain necessary drawings of items from employer in time and also shall uniformly maintain such progress as may be directed by the employer to ensure completion of same within the target date/ time as mentioned in the tender document.

Date:

Signature and seal of Contractor/Tenderer

CHECKLIST OF DOCUMENTS TO BE SUBMITTED

1. The entire tender document
2. Earnest Money Deposit of Rs.2500.00/ bidders security declaration in case of MSME registered contractors
3. Copy of letter of Empanelment