



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT,
LOCAL HEAD OFFICE, THIRUVANANTHAPURAM

EOI REF. NO. SBI/LHO/TVPM/P&E/FS/2-25

DATED 15.07.2025

STATE BANK OF INDIA
THIRUVANANTHAPURAM CIRCLE

INVITATION FOR EXPRESSION OF INTEREST (EOI)
FOR EMPANELMENT OF FIRMS/VENDORS FOR SUPPLY, INSTALLATION AND
MAINTENANCE OF FIRE EXTINGUISHERS AS PER LATEST BIS SUCH AS IS
15683:2018, IS 16018:2012 & IS 2190:2024 FOR VARIOUS BRANCHES/OFFICES
OF STATE BANK OF INDIA LOCATED IN STATE OF KERALA, MAHE (UT OF
PONDICHERRY) AND UT OF LAKSHADWEEP

TO BE SUBMITTED

ON OR BEFORE 2PM ON 14.08.2025

ADDRESS FOR COMMUNICATION
ASSISTANT GENERAL MANAGER (PREMISES & ESTATE)
STATE BANK OF INDIA, LOCAL HEAD OFFICE
POOJAPPURA, THIRUVANANTHAPURAM-695012

Tel Ph: - (0471) – 2192402

E mail – agmpre.lhotri@sbi.co.in & fo.lhotri@sbi.co.in

ATTENTION BIDDERS

Bidders, who are authorized dealers, of any one or more, of the following offered brands or equivalent brands of products and fulfilling the given Technical specifications as mentioned under this category of the product, may only apply.



INDEX

TENDER DOCUMENTS, PART – A (TECHNICAL BID)

SR. NO.	DESCRIPTION	PAGE NO.
1.	Cover page	1 -1
2.	Index	2 -2
3.	Important schedule of the empanelment process	3 -4
4.	Disclaimer	4-4
5.	Instructions to the applicants for furnishing information as a part of application for empanelment	5-6
6.	Eligibility criteria for empanelment:	7-8
7.	Service Support Offices	9-9
8.	Registration Requirements	9-9
9.	Empanelment procedure and terms and conditions:	10-10
10.	Technical bid- evaluation matrix	11-12
11.	Award criteria	13-13
12.	Other important terms & conditions	14-15
13.	Technical specifications of fire extinguishers:	16-21
14.	Scope of work for Annual maintenance and refilling of the fire extinguishers	22-25
15.	Performance guarantee deposit & penalty:	26-26
16.	Form-1- application covering letter	27-27
17.	Form-2- application form for empanelment of supply, installation, testing & maintenance of fire extinguishers	29-33
18.	Format of letter to the bank on the OEM's letter head	34-34
19.	Appendix-A to F	35-40



NOTICE OF EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF FIRMS/VENDORS FOR SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE EXTINGUISHERS AS PER LATEST BIS FOR VARIOUS BRANCHES/OFFICES OF STATE BANK OF INDIA IN STATE OF KERALA, MAHE (UT OF PONDICHERRY) AND UT OF LAKSHADWEEP

State Bank of India, a statutory body corporate constituted under the provisions of the State Bank of India Act 1955 and having its corporate Centre at State Bank Bhavan, Madame Cama Road, Nariman Point, Mumbai 400021 and having one of its Local Head Office at Poojappura, Thiruvananthapuram through its Premises & Estate Department (hereafter '**the Bank**') invites EOI application from reputed manufacturer/authorized dealers, of the reputed brands of fire extinguishers like Minimax / Safex / Kanex or equivalent for Empanelment for Supply, installation and maintenance of fire extinguishers as per latest BIS for the branches/offices of State Bank of India located in rural, semi-urban & urban areas of the State of Kerala, Mahe (UT of Pondicherry) and UT of Lakshadweep.

A. IMPORTANT SCHEDULE OF THE EMPANELMENT PROCESS:

1.	Name of the work	Supply, installation and maintenance of fire extinguishers as per latest BIS such as IS 15683:2018, IS 16018:2012 & IS 2190:2024 for the branches/offices of State Bank of India located in Rural, Semi-Urban and Urban areas of the State of Kerala, Mahe (UT of Pondicherry) and UT of Lakshadweep.
2.	Availability of EOI / tender document.	Tender may be downloaded from the bank's website https://bank.sbi/web/sbi-in-the-news/procurement-news . No hard copy of the EOI will be made available by the Bank.
3.	Tender participation fees	Nonrefundable fees of Rs. 5000/- (Rupees Five Thousand only) by way of demand draft favoring State Bank of India (SBI), payable at Thiruvananthapuram should be enclosed with the application. Those applications which do not contain the fee will be summarily rejected.
4.	Time and last date of Submission of Tender	on or before 14.08.2025 up to 1400hrs
5.	Place & Address for submission of tender / contact person / telephone no.	In the tender box placed at the office of Assistant General Manager (P&E), State Bank of India, 4 th floor, Premises & Estate Department, Local Head Office, Poojappura, Thiruvananthapuram-695012
6.	Pre - bid Meeting	4 th floor, Premises & Estate Department, Local Head Office, Poojappura, Thiruvananthapuram-695012; upto 1500 hrs on 24.07.2025
7.	Last date for requesting clarification	Up to 1500 hrs on 25.07.2025 All communications regarding points / queries requiring clarifications shall be e-mailed at agmpre.lhotri@sbi.co.in and fo.lhotri@sbi.co.in Tel Ph: - 0471-2192402, 0471-2192448



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT,
LOCAL HEAD OFFICE, THIRUVANANTHAPURAM

8.	Date, Time and Place of opening of tenders	On 14.08.2025 at 1600 hrs, at the office of Assistant General Manager (P&E), State Bank of India, 4 th floor, Premises & Estate Department, Local Head Office, Poojappura, Thiruvananthapuram-695012
9.	Date of opening of Price bids	The technically qualified bidders will be communicated by the email for submission of price bid documents and accordingly date of opening of the bid shall be intimated.
10.	Security Deposit	All the empaneled vendors/firms shall deposit amount of Rs. 2,00,000/-, in the form of Demand Draft/Banker's Cheque, in favor of State Bank of India, payable at Thiruvananthapuram as security deposit. The Bank will inform to empaneled vendors/firms for the same.
11.	Terms of payment of Bills	On completion of the work payment will be made. No advance payment will be made by the Bank.
12.	Taxes	Taxes as applicable would be paid extra.
13.	Electronic Payment	Electronic payment shall be preferred.

Notes:

- If, on 14.08.2025 is declared a holiday, then tenders would be accepted by 1400 hrs on the next working day and accordingly would be opened at 1500 hrs on the same day. You may send your representatives to attend the tender opening process at the given time and date.*
- Sealed Bid received later than the given time/date will be summarily rejected. Canvassing in any form will lead to disqualification.*
- The Bank reserves the right to reject any or all the offers without assigning any reasons thereof.*

DISCLAIMER

The information contained in this document or information provided subsequently to Vendor(s) or applicants whether verbally or in documentary form by or on behalf of State Bank of India (Bank), is provided to the Vendor(s) on the terms and conditions set out in this document and all other terms and conditions subject to which such information is provided.

The tender would bind neither the Bank in any contract nor in an offer of an assignment/contract. The Bank reserves the right to accept any bid/proposal or reject any or all the bids/proposals received in response to the tender and to cancel the entire process at any time prior to award of the assignment/contract, without assigning any reason and without thereby incurring any liability to the affected applicants/bidders. The Bank shall not be bound to offer any reasons for such acceptance/rejection nor shall entertain any correspondence with the rejected respondents in this matter. The Bank reserves the right to reject any or all tenders without assigning any reason, even though the firms primarily satisfy the eligibility criteria. The Bank reserves the right to cancel the tendering process without giving any reasons at any stage. The Bank reserves the right to cancel the empanelment process altogether at any time for any reason whatsoever. It is purely on the discretion of the Bank.



A. INSTRUCTIONS TO THE APPLICANTS FOR FURNISHING INFORMATION AS A PART OF APPLICATION FOR EMPANELMENT

- 1) Only those Vendors/firms who fulfill the eligibility criteria may only apply on the prescribed formats with enclosures and documentary proofs. The application for empanelment shall be neatly written in English and the application should be accompanied by latest copies of technical brochure of the products in detail. Completed documents in sealed covers containing the name and complete address of the applicant on the cover and bearing the title “**EXPRESSION OF INTEREST FOR SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE EXTINGUISHERS AS PER LATEST BIS**” should be submitted on or before 14.08.2025, up to 1400hrs. at the following address:-

Assistant General Manager (P&E)

State Bank of India, Premises & Estate Department,
4th floor, Local Head Office, Poojappura,
Thiruvananthapuram-695012

- 2) Subject to Clause B below (*Eligibility Criteria For The Empanelment*), the evaluation will be based on the experience, reputation, empanelment with other Bank's, PSU's, Govt. institutions, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, etc and if found necessary may also include inspecting the works undertaken by them for which, necessary co-ordination shall be made by them. Based on the details furnished and inspection of works, eligibility criteria, the applicants will be shortlisted for empanelment. Decision of the Bank regarding selection/rejection for empanelment will be final and binding on all the bidders/applicants.
- 3) Mere submission of application does not guarantee for empanelment, Bank may increase the numbers of vendors/firms in this category if required and Banks decision will be final.
- 4) Intending applicants are required to submit their applications with full biodata giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing etc. in the enclosed form(s) which will be kept confidential.
- 5) The empanelment shall be valid for an initial period of **Three Years** from the date of intimation letter. The validity of empanelment may further extend for **Two Years** as deemed necessary by the Bank on the existing terms and conditions subject to review every year, based on satisfactory performance of the firms.
- 6) Bank reserves the right to reject any or all the applications without assigning any reason thereof and reserves the right to restrict number of applicants for tendering at its sole discretion. Bank's decision in this regard shall be final and binding on all concerned. It is an ongoing process for empanelment of Manufacturers / Firms / Companies / Dealers / Vendors. The Manufacturers / Firms / Companies / Dealers / Vendors can apply any time throughout the year. The applications shall be processed during the next meeting of the Committee within six months.



- 7) ***Each page of the application shall be signed with seal of the company/firm.*** The application shall be signed by persons/persons on behalf of the organization having necessary authorization/Power of Attorney to do so (Certified copies to be enclosed).
- 8) If the space in the Performa is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the Performa and serial number. Separate sheets shall be used for each part. ***However, the format shall be as per Performa.***
- 9) Clarification, if any, may be obtained from the Fire Officer, 4th floor, Premises & Estate Department, Local Head Office, Poojappura, Thiruvananthapuram by email fo.lhotri@sbi.co.in.
- 10) Canvassing in any form in connection with selection is strictly prohibited and the application of such persons/organizations, who, resort to ***canvassing will be liable to rejection.***
- 11) ***Those vendors/firms who are already empaneled with SBI Thiruvananthapuram Circle need to apply afresh. If the existing vendor does not have satisfactory services provided in the Bank they may not be considered for further empanelment.***
- 12) Bank reserves the right to reject any/all the applications without assigning any reasons, whatsoever. Incomplete/partly filled/late received/applications without relevant enclosures may not be considered for evaluation.
- 13) The Court in Thiruvananthapuram, Kerala shall have exclusive jurisdiction to entertain the dispute if any arise from the empanelment .
- 14) It will not be binding on the Bank to invite all the empaneled vendors to participate in bidding for various works. The Bank may prepare a select list of Manufacturer/Supplier out of the empaneled vendors to participate in the bidding process of a/any work as required.
- 15) ***Amendment: At any time before the last date and time for submission of response to the tender, the Bank may, for any reason, modify the tender document, by an amendment that would be displayed on Bank's Website <https://bank.sbi>; the Bank would make no other intimation in this regard. It would be the sole responsibility of the firm to submit bid/proposal incorporating amendments, if any.***
- 16) ***The Firms shall not use logo and name or any intellectual properties of the State Bank of India on their letter head, sign board and rubber stamp etc.***

B. ELIGIBILITY CRITERIA FOR THE EMPANELMENT:

- 1) The vendor/firms **should be in business of supply, installation and maintenance of ISI marked of reputed brand like Minimax / Safex / Kanex or equivalent brands** of Fire Extinguishers.
- 2) The vendor/firm/LLP/Company should be in the business of fire extinguishers (manufacturer / Dealers) for the **last Seven (07) years as on 10.07.2025.**
- 3) Supply, Installation & Maintenance of ISI marked **Fire Extinguishers should be a primary activity of the Firms.**
- 4) The Firms shall furnish documents evidencing and establishing the bidder's eligibility to supply the material by means of a **Back to Back Support Certificate for minimum 05 Years from the Original Equipment Manufacturers (OEM), besides the brochures**, literature, drawings etc, in support of Fire Extinguishers being offered should be attached.
- 5) **OEM letter to be in original and no photocopy or colored Xerox will be acceptable (In absence of the original certificate from the OEM the Service provider will be disqualified).**
- 6) The vendor/firm in respect of its business in Fire Extinguishers should have minimum **average Annual Turnover of 38 Lakhs or more for the past three years i.e. 2022-23, 2023-24, and 2024-25 ending 31st March 2025 and it should be in profit during the past three years.** Please only attach Profit & Loss statement and turnover certificate duly certified by a Chartered Accountant. In the absence of certificates, the EOI application will be summarily rejected. Additional supporting documents if required would be asked subsequently.
- 7) The company should be in **profit during the last 03 consecutive years.**
- 8) **A valid and current Solvency Certificate from a Scheduled Bank for Rs. 10 Lakhs should be enclosed issued on or after 15.07.2025.**
- 9) The applicant should have an **established office/service centre** with technical personnel in Kerala State for providing 24 hours X 7 days post implementation support for minimum of **05 Years** as on the date of the tender. Proof for the same to be submitted. **Valid Registration certificate of Shops & Establishment from State Government is mandatory.**
- 10) Further, if empaneled, it is mandatory for the vendor to open one Office in the city/town of the allotted area where the Administrative Office exist, after getting the area allotment letter and before commencement of the contract. **Failing which the empanelment will be cancelled.** Documentary proof like lease agreement/agreement of sale and **shops and establishment certificate** to be provided.
- 11) Firms must have adequate infrastructure in terms of workshop and technically qualified staff for the job to be executed in the State of Kerala. **List of the technical staff with their qualifications and office address should be enclosed.**

- 12) The Firm should have supplied/Refilled/Maintenance of Fire Extinguisher to **at least 04 reputed organizations** such as CPWD/ PWD/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. **Out of (04) organizations (02) should be with the Nationalized Banks only.** The details of the work carried out by the firms should be enclosed as Annexure-B.
- 13) They must be empaneled in **minimum 02- Banks** (Public or Private) and out of it they must be at least empaneled in **01 - Bank** (Public or Private) in Kerala State. Documentary proof should be provided in support of work done like work order Copy and Satisfactory Performance Certificates and **work completion certificate from the clients in original.**
- 14) **Performance Certificate:** The applicant should submit a "Satisfactory Performance Certificate" from PSU Banks / FIs concerned PSB/ RRB on whose panel it is conducting business related to supply and refilling of Fire Extinguishers. In case of applicant working with SBI "**Performance Certificates**" must be issued from the AOs/RBOs by the competent authority (not below the rank of Chief Manager (Operations)/CM (HR & Admin) etc.). Preference will be given if the Performance Certificates issued by the State Bank of India.
- 15) **Past Record:** The applicant has not been blacklisted by any PSU/PSB/Govt. Organization in past 5 Years or services terminated due to poor performance. A mandatory self attested certificate to be submitted as documentary proof that vendor/firm/owner/concern neither been blacklist nor been terminated for any poor past performance.
- 16) The Vendor/Firm **should have all statutory registrations like GSTs, PAN, Aadhar Number etc.**
- 17) If the vendor is a company, it should be registered in **India under the Companies Act 2013 or any other act as applicable.** Please enclose certificates or affidavit of ownership in case of proprietorship.
- 18) The Vendor/Firms should comply with **all the labour Laws, Rules and Regulation of State, UT and Central Government.**
- 19) The short listing of vendors will be done after scrutinizing and **verification of the documents, work carried out / product demonstration & Site/office visits.**
- 20) **Applicants having near relatives:** Applicants having near relatives in the State Bank of India may not be considered for empanelment. Near relative to mean spouse, father (including step father), Mother (including step mother), Son (including step son) and / or his wife, grandson, daughter (including step daughter) and/or her husband, brother (including step brother) and/or his wife, sister and/or her husband, Father-in-law, Mother-in-law, Brother-in-law and / or his wife, Sister-in-law and / or his husband. A declaration to this effect should be submitted by the applicant as per Appendix.



C. SERVICE SUPPORT OFFICE:

- a) The applicant should have an established Office / Service Center with technical personnel in the State of Kerala, Mahe (UT of Pondicherry) and UT of Lakshadweep and also must open the said office within one month from the date of receipt of work allotment letter (undertaking to be submitted as per Appendix) for providing 24X7 post implementation support, proof for the same to be submitted.
- b) Complete address, contacts, and documentary evidence for the same needs to be provided to the Bank. The contact details, especially the telephone numbers, or service focal point/s should remain unchanged during the currency of vendor's relation with SBI in the Circle. In case, these are changed, the vendor should inform the same to the Bank 15 days in advance.
- c) Further, if empaneled, it is mandatory for the vendor to open one Office in the city/town of the allotted area where the Administrative Office exist, after getting the area allotment letter and before commencement of the contract. **Failing which the empanelment will be cancelled.** Documentary proof like lease agreement / agreement of sale and **shops and establishment certificate** to be provided.
- d) Firms must have adequate infrastructure in terms of workshop and technically qualified staff for the job to be executed in the State of Kerala. **List of the technical staff with their qualifications and office address should be enclosed.**

D. REGISTRATION REQUIREMENTS:

- a) Registration Certificate of the Firm showing the activities of the Firm or Certificate of Incorporation in case of Company.
- b) GST Registration Certificate.
- c) Pan Card.
- d) The applicant firm/vendor must be registered for the purpose of service tax and have a registration number for the purpose.
- e) Registration Certificate under Shops & Establishment Act issued by State Government. Those applicants who do not have valid Shops & Establishment license must enclosed herewith applied for certificate as evidence.
- f) It should be registered in **India under the Companies Act 2013 or any other Act as may be applicable to the vendor considering its constitution.** Please enclose certificates or affidavit of ownership in case of proprietorship (if applicable).
- g) The Vendor/Firms should comply with **all the labour Laws, Rules and Regulation of State and Central Government.**
- h) The short listing of vendors will be done after scrutinizing and **verification of the documents, work carried out / product demonstration & Site/office visits.**



E. EMPANELMENT PROCEDURE AND TERMS AND CONDITIONS:

- 1) Sealed envelopes containing EOI application and documents received up to 1400hrs as on scheduled date will be opened at 1600 hrs on scheduled date, in the presence of the committee members. The bidders / their representative may be present at the time of opening of the Technical bid. No separate intimation will be sent to the suppliers for deputing their representatives. The EOI will be evaluated and those who are found eligible will be short listed as per eligibility criteria.
- 2) The Firms who qualify in technical bid will be invited to demonstrate their product at SBI Local Head Office, Thiruvananthapuram at time & date fixed by the Bank. Only on satisfactory performance and quality of the product the firms will get empaneled and subsequently the rates will be called from all the empaneled vendors.
- 3) The Online Price Bids documents as per required quality and specification of fire extinguishers and terms & conditions only given to the technically qualified bidders and the online bid will be opened at a later date in presence of the committee members and the bidders who attend, for finalizing the rates.
- 4) The Bank will standardize the rates based on the rates quoted by the vendors for individual item wise. The lowest/standardized rates will be circulated to the qualified vendors for their acceptance. Firms, who will give their acceptance for these rates, will be shortlisted for entrusting the work.
- 5) Rate-Contract will valid for **12 months**, no price hike shall be permitted for this period from the date of contract and these rates may be reviewed by the bank as per the market conditions after contractual period. After the expiry of rate contract, fresh tender will be invited from empanelled vendors for the finalization of rate contract through Bank's website.



F. TECHNICAL BID: EVALUATION MATRIX

S. NO.	PARAMETER	MARKS	TOTAL MARKS	MARKS OBTAINED
1.	Average Turnover during last three years (in sales of Fire Extinguishers related works)	a) Rs.50 Lakh and above- 05 marks b) More than Rs.38 lakh but less than 50 Lakh- 03 marks c) Minimum 38 Lakh – 02 marks	05	
2.	Years of experience in field	a) 10 years and above- 05 marks b) More than 07 years but less than 10 years- 03 marks c) Minimum 07 years - 02 marks	05	
3.	The solvency certified by a Scheduled Bank.	a) Above 20 Lakh - 05 marks b) More than 10 Lakh & up to 20 Lakh - 04 marks c) Minimum 10 Lakh - 03 marks	05	
4.	Currently empaneled with number of Banks (Public / Private Sector)	a) More than 06 Banks- 05 marks b) Between 04 to 06 Banks- 04 marks c) Between 01 to 03 Banks- 03 marks	05	
5.	Product (OEM/Dealers etc.)	a) Manufacturer of the given brand - 05 marks b) Subsidiary company of given brand- 04 marks c) Authorized dealer of the given brand- 03 marks	05	
6.	ISO certificate given for excellence to the bidding Company / Vendor	a) Has Certificate - 05 marks b) No Certificate- 00 marks	05	
7.	Installation work done	a) Supplied / Refilled / Maintenance of Fire Extinguisher to more than 04 reputed organizations such as CPWD/ PWD/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. Out of (04) organizations (02) should be with the Nationalized Banks only – 10 marks b) Supplied / Refilled / Maintenance of Fire Extinguisher to at least 04 reputed organizations such as CPWD/ PWD/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. Out of (04) organizations (02) should be with the Nationalized	10	



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT,
LOCAL HEAD OFFICE, THIRUVANANTHAPURAM

S. NO.	PARAMETER	Banks - 05 marks	TOTAL MARKS	MARKS OBTAINED
8.	Empanelment	a) They must be empaneled in more than 03- Banks (Public or Large Private) and out of it they empaneled in more than 01 - Bank (Public or Large Private) in Kerala State -10 marks b) They must be empaneled in minimum 03- Banks (Public or Large Private) and out of it they at least empaneled in 01 - Bank (Public or Large Private) in Kerala State – 05 marks	10	
9.	Office in Kerala	a) Thiruvananthapuram- 02 marks b) Kollam- 02 marks c) Thrissur- 02 marks d) Kozhikode- 02 marks e) Ernakulam- 02 marks f) Kottayam- 02 marks	12	
10.	Technical Presentation and Equipment demonstration	a) Technical Presentation- 15 marks b) Equipment demonstration- 20 marks	35	
11.	Product presence in the Market	a) More than 15 years- 05 marks b) Between 10 to 15 years- 03 marks c) Between 05 to 10 years- 02 marks	05	
12.	Committee assessment	Assessment of Company with regard to its reputation, experience and infrastructure	18	
13.	Total		120	

Note: -

- Marks under each parameter will be awarded by the committee but will not be disclosed to the vendors. Minimum qualifying marks shall be marks obtained within 20% of the highest obtained marks. The bids of vendors securing less than the qualifying marks will not be considered for further evaluation. **For example, if the highest vendor score 90 marks, then applicants scoring 72 marks and above will be considered for further process.**
- During evaluation and comparison of bids, the Bank may, at its discretion ask the vendors for clarification of its bid. The request for clarification shall be in writing. No post bid clarification at the initiative of the vendor shall be entertained.

- c) Only the shortlisted applicants i.e. who fulfilled the eligibility criteria and other terms and conditions would then be invited by the Bank to make a presentation of their equipment and their proposed methodology, at their own cost.

G. AWARD CRITERIA

- a) As the number of branches and area is quite large, it is considered that it is beyond the capability of one vendor to carry out the same. In view of the above the work may be distributed amongst the Vendors/Bidders at L-1 rates. The allocation of work will be done in the following manner provided the vendors at L-2, L-3 etc., are willing to accept L-1 rates:
- b) **L1** will get approx. 400±10 Branches/Offices for providing service support; it may be falling under 02 AOs or 07 to 08 RBO's.
- c) **L2, L3, L4, L5 and L6** each will get approx. 200±10 Branches/Offices for providing service support; it may be falling under 01 AO or 04-05 RBOs.
- d) In case any/each of L2 to L6 are not willing to work for L1 rates than the offer will pass to the next vendor's i.e. L7, L8 and so on. In case the no vendor agrees to work in L1 price, then the entire contract shall be performed by L1 vendor.
- e) The Bank will award the Contract to the successful vendor who has been determined to qualify to perform the Contract satisfactorily, and whose bid has been determined to be responsive, and is the lowest evaluated Bid i.e L-1. **The Bank may, if considered necessary, hold comprehensive price negotiations with L-1 vendor.**
- f) In case L-1 shows unwillingness to work than again commercial bidding (Online /Offline) will be done. The L-1 vendor who after bidding showed unwillingness to do work, his **Security Deposit will be forfeited and will not be allowed to participate in future tender process for three years.**
- g) The Bank reserves the right at the time of award of contract to increase or decrease the numbers of branches or numbers of fire extinguishers required or change in location where equipments are to be supplied from what was originally specified while floating the EOI without any change in unit price or any other terms and conditions.
- h) It will be mandatory to accept work of Regions comprising of urban as well as rural branches and vendor should be willing to take up work of supply, installation and maintenance together. Once final list of panel is arrived at after financial bid, Bank has a right to allot the work / areas / region to any vendors based on commonality in Fire Extinguisher so as to have a better vendor management and also as per the emergent requirement of the Bank the work could be assigned to any vendor.
- i) Empaneled Vendors / Firms shall be required to be submitted non-interest-bearing Deposit of **Rs. 2,00,000/-**, in the form of Demand Draft/Banker's Cheque, in favor of State Bank of India, payable at Thiruvananthapuram, which shall be refunded to them only after the duration of empanelment is over. If the successful bidders fail to execute the work as per Banks specifications / schedule, their Security Deposit will be forfeited.

H. OTHER IMPORTANT TERMS & CONDITIONS

- 1) **BANK'S RIGHT TO ISSUE CLARIFICATIONS, ADDENDUMS, CORRIGENDUM ETC:** Bank can at any time issue clarifications, addendums or corrigendum. The same will be published in the Bank's website only; no separate notice will be published on any other media. The applicants are requested to regularly visit the Bank's website.
- 2) **PURCHASE THROUGH GEM PORTAL (GOVERNMENT E-MARKET):** Bank reserves the right to purchase the equipment through GEM portal of Govt. of India and provide the same to the Agency for Supply, installation and commissioning in the required branch. However, cost of any material / component provided by you for installation and commissioning of the equipment would be paid to you as per approved rates, including installation charges.
- 3) **GUARANTEES:** The Fire Extinguisher including all components delivered to the Bank should be brand new and as per BIS 15683:2018 & BIS 16018:2012. The supplier should also guarantee that maintenance and refilling to be carried out as per BIS 2190:2024.
- 4) **AVAILABILITY OF SPARES:** Spares for the product offered should be available for at least 05 years.
- 5) **WARRANTY:** The offer must include comprehensive on-site warranty of 01- year for all type of fire extinguishers except modular automatic fire extinguishers which shall carry a warranty of 03- years from the date of installation and commissioning of the equipment. Service Provider shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipment, accessories, etc., covered by the offer. The supplier must warrant all equipment, accessories, spare parts etc., against any manufacturing defects during the warranty period. During the refilling contract period the Service Provider shall depute their representative for refilling of extinguisher.
- 6) **MAINTENANCE STANDARD EXPECTED DURING WARRANTY:** The supplier should ensure that in case the equipment cannot be repaired within the stipulated period, the supplier should provide a replacement till the equipment is returned duly repaired.
- 7) **RECORDS:** As per requirement of the Bank / Branch, if request is made by the Bank / Branch to the vendor for providing details of all fire extinguishers branch-wise with date of installation and due date of refilling, the vendor would make arrangements to provide the details.
- 8) **FALL CLAUSE:** At any point of time if it is observed that the vendor is supplying to other financial institutions / firms similar material / services at lower rates than offered to Bank, then the vendor shall have to compensate the Bank by paying the difference amount and downward revise the rate of respective item / services at the time of renewal of contract as applicable.
- 9) **EXCEPTIONAL LOW RATE:** The bidder shall avoid quoting exceptional low rate for any given individual item in the price bid. Otherwise the bidder must justify the rate to

the tender committee. If the justification is not considered reasonable to the committee then the Bank may reject the bid as well as disqualify the bidder and subsequently, the bidder will not be allowed to participate in the Bank's further tender for the next two years.

- 10) SPARE FIRE EXTINGUISHER DURING REFILLING/HPT:** The vendor/firm should ensure that sufficient numbers of suitable fire extinguishers are being available in the branch/office whenever they take away fire extinguishers for refilling or HPT. In case sufficient fire extinguishers are not available in the branch/office then vendor/firm should place spare fire extinguishers of deficient type.
- 11) MANUFACTURING DATE OF NEW FIRE EXTINGUISHERS:** The vendor/firms should ensure that the newly supplied fire extinguishers should be of approved make and its manufacturing date should not be older than six months from the date of supply to the bank.
- 12) GUIDELINES FOR THE OEM:** OEM should have online dedicated support center available during working hours and a fully equipped repair and maintenance office in India. Document details to be submitted for the same for verification.
- a) OEM should have valid BIS certification.
 - b) Documents of Manufacturing license/ Excise Registration of the OEM factory need to be submitted for verification.
 - c) A virtual tour & technical presentation of the company should be demonstration and submitted.
 - d) Product Certification copies to be attached as per the specifications.
 - e) Vendor will be responsible for non-genuine products. Audit for Banks whether actual material is provided or not needs to be done by OEM, as and when required by Bank, without any additional cost, as a service support to Bank.
 - f) OEM to have presence in India since Last 10 years.

I. TECHNICAL SPECIFICATIONS OF FIRE EXTINGUISHERS:

- 1) **Portable Dry Chemical Powder (ABC) Type Fire Extinguishers**: It should be of **stored pressure type or gas cartridge type** provided **with squeeze grip control valve** operating mechanism overall conforming to IS 15683:2018 and ISI marked.
- 2) **Portable Carbon Dioxide Type Fire Extinguishers**: It should be of **wheel type control valve operating mechanism** over all conforming to IS 15683:2018 and ISI Marked.
- 3) **Portable Water Type Fire Extinguishers**: It should be of **stored pressure type or gas cartridge type**, provided **with squeeze grip control valve** operating mechanism overall conforming to IS 15683:2018 and ISI marked.
- 4) **Trolley Mounted Dry Chemical Powder (ABC) Type Fire Extinguishers**
- 5) **Trolley Mounted Water Type Fire Extinguishers**
- 6) **Trolley Mounted Carbon Dioxide Type Fire Extinguishers**
- 7) **Automatic Modular Type Fire Extinguishers (ABC MAP 90 Based)**

Note: All components of above fire extinguishers should satisfy the requirements of construction material, dimensions, sizes, ratings, tests criteria and all other requirements as per applicable IS 15683:2018 & IS 16018:2012 and it should be overall conforming to applicable IS 15683:2018 & IS 16018:2012 with ISI mark. The CE certified brand shall be preferred.

The following specifications required for Portable Fire Extinguisher as per IS: 15683:2018/ IS: 2190:2024. Details are as under:

1) **DRY CHEMICAL POWDER (ABC), STORED PRESSURE TYPE PORTABLE FIRE EXTINGUISHERS:**

These Extinguishers should contain MAP-90 based dry powder as per IS: 4308 and **capable of fire fighting class A, B and C** Fires. Propellant in cartridge operated extinguishers shall be carbon dioxide gas cartridge. The method of expulsion of dry power shall be by means of pressure produced from compressed or liquefied gas from gas cartridge attached to the cap after piercing it uprightly or by piercing the squeeze grip.

a) **PERFORMANCE & CONSTRUCTION REQUIREMENT:**

PERFORMANCE		CAPACITY -04KG	CAPACITY -06KG
Approvals/certification		IS:15683, ISI Marked	IS:15683, ISI Marked
Fire Rating		21B or upwards	21B or upwards
Working/Operating Temperature (°C)		-30 to +55	-30 to +55
Burst Pressure		55/80 bar (min)	55/80 bar (min)
Cylinder Testing	Pressure	35 bar	35 bar
Service/Working Pressure Min-Max		15 -18 bar max	15 -18 bar max
Minimum	Effective	13-28 Seconds	08-18 Seconds

Discharge Time		
Bulk Range % Discharge	2 to 4 meter, 85%	2 to 6 meter, 85%
Propellant	Carbon Dioxide Gas, 100-120 gm	Carbon Dioxide Gas, 100-120 gm
Thickness (Approx.)	1.6 mm	1.6 mm
Height Without Base (Approx.)	385-510 mm	520-540 mm
Diameter (Approx.)	140-150 (+/-10) mm	140-150 (+/-10) mm
Gross Weight (Approx.)	7-8.5 kg	10-11.5 kg
Extinguishing Agent Charge	Sodium Bi-carbonate based dry powder	Sodium Bi-carbonate based dry powder

These cartridge operated extinguishers the cartridge shall be pierced and the pressure allowed to build for 06 second before opening the control valve.

- b) **CONSTRUCTION:** The cylinder body, expansion space, neck ring, cap, gas cartridge and cartridge holder, plunger rod and piercing mechanism, cap joint washer, hose. Nozzle and bottom ring shall be confirmed as per Indian Specification (IS: 15683).
- c) **MANUFACTURING TESTS:** The Extinguishers shall comply all manufacturing tests specified in the IS: 15683, like leakage test, burst strength test, impact resistance test, hose assemblies test, safety locking device etc.
- d) **COLOUR:** The colour for extinguisher bodies shall be in fire red colour confirming to IS: 05 and paint shall confirm to IS: 2932.
- e) **MARKING:**
 - a) The operating, recharging and inspection and maintenance instructions shall be in the form of an etched or embossed metal nameplate or band, or an acceptable pressure-sensitive nameplate attached to the side of the extinguisher body, or in the form of silk-screening of paint directly on the extinguisher body. The marking shall identify the extinguisher as to type of media and shall include the manufacturer's name and model number and the rating and classification of the fire extinguisher.
 - b) The marking shall include a sequential serial number.
 - c) The year of manufacture, or the last two digits of the calendar year, and the factory test pressure shall permanently marked into the extinguisher body or non-transferable nameplate. Extinguishers manufactured in the first three months of a calendar year may be marked with the previous year as the date of manufacturer.
 - d) The marking shall include a reference to the range of temperatures at which the extinguisher is usable, such as acceptable to use at temperature from..... to or the equivalent.
 - e) The applicable statement or the equivalent shall be included in the marking: Recharge immediately after any use.
 - f) The gas cartridge shall be permanently marked with:
 - a. Empty mass in gram,
 - b. Nominal full mass in gram,
 - c. Year of manufacturer, and
 - d. Name or code of the manufacturer.
 - g) The marking on each extinguisher shall include its exact gross mass or minimum and maximum gross mass, which may be expressed by a tolerance. The gross mass shall include the mass of the charged extinguisher and discharge assembly.

- h) The Extinguisher shall be marked with BIS standard. The use of standard mark will be governed by the provisions of the BIS Act 1986.
- i) Operating instructions: the operating instructions shall be arranged as follows:
 - i. Word "INSTRUCTIONS" shall be at the top of the nameplate.
 - ii. Operating instructions shall be in the form of numerically sequenced photograph. The sequence shall be as follows:
 - ✓ Making ready the extinguisher by disengaging the safety locking device,
 - ✓ Aiming the extinguisher at the base of fire, included recommended distance from the fire at which to begin discharge, and indicating the intended operating attitude of the extinguisher,
 - ✓ Taking whatever action necessary to initiate operation of the extinguishers, and
 - ✓ Describing the intended method of applying the extinguishing media on the fire.
- j) The extinguisher shall be marked with letters "B", and "C" indicating their suitability for respective class of fires.

2) **CARBON DIOXIDE (CO₂) GAS TYPE FIRE EXTINGUISHERS:**

- a) These Extinguishers shall be based on the Carbon Dioxide (CO₂) gas shall confirm to IS: 15222. The quantity shall be determined by weighing. The filling ratio is the ratio of mass of liquefiable gas that is allowed to be filled into the container in view of safety considerations to the mass of water required to fill the container at 15degree centigrade. It is operated by holding upright, removing the locking pin or seal or safety device from the **wheel type control valve operating mechanism**.
- b) The Extinguisher is made from **seamless** manganese steel cylinders confirming to IS: 7285 with ISI Marked & **approved from Chief Controller of Explosives (CCE)**. Valve confirming to IS: 3224 with ISI Mark.
- c) The extinguisher discharge horn shall be constructed to withstand crushing when 25 kg applied to its extremity for 5 min immediately after having completely discharged the extinguisher through the horn. Check that the horn does not show any evidence of cracking or breakage.

d) **PERFORMANCE & CONSTRUCTION REQUIREMENT:**

PERFORMANCE	CAPACITY -4.5KG	CAPACITY -22.5KG
Approvals/certification	IS:15683, ISI Marked	IS: 2878, ISI Marked
Fire Rating	13B-21B	As per BIS, Min 21B
Working / Operating Temperature (Degree Centigrade)	-30 to +55	-30 to +55
Burst Pressure (Approx.)	335-350 bar	335-350 bar
Cylinder Testing Pressure	250 bar	250 bar
Minimum Effective Discharge Time	08-17 Second	20-60 Second
Bulk Range % Discharge	02 to 04 meter, 85%	BIS, 95%
Propellant	Carbon Dioxide Gas	Carbon Dioxide Gas
Thickness (Approx.)	4.2 mm	5.5 mm

Height (Approx.)	610-700 mm	1030 mm
Diameter (Approx.)	140-150 (+/- 10) mm	267 mm
Gross Weight (Approx.)	17 kg	93 kg
Extinguishing Agent Charge	CO ₂ Gas	CO ₂ Gas

e) **CONSTRUCTION:** The cylinder body, discharge fittings, trolley, valve, (i.e. Nozzle, Hose, etc) shall be confirmed as per Indian Specification IS: 15683 & IS: 2878.

f) **PAINTING:**

- Each Extinguisher shall be painted fire red confirming to shade No. 536 or 537 of IS: 5.
- A picture showing a man operating the extinguisher in the correct manner shall be shown on the body of the extinguisher.
- The extinguisher shall be marked with the letters B, & C indicating their suitability for respective classes of fires as laid down in IS: 2190:2024.

g) **MARKING:** Each extinguisher shall be clearly and permanently marked with the following information:

- Manufacturer's name or trade – mark, serial No., and year of manufacture shall be **EMBOSSSED** at the bottom ring/body/neck.
- Method of operation in prominent letter.
- The words "Carbon Dioxide Type" "class BC"
- Capacity of the extinguisher in kg.
- Year of manufacturer of extinguisher and date of refilling.
- Source, Year of manufacture of the cylinder and its test pressure.
- The product shall be marked with BIS Standard Mark.

The following information to facilitate filling or recharging shall also be marked on the head of extinguisher or on the neck of the cylinder:

- the weight of extinguisher (to include operating head, Internal discharge tube and carrying handle but not any hose or discharge horn assembly) shown as EW.
- Filled weight of extinguisher (to include operating head, internal discharge tube, carrying handle and gas filled contents but not any hose or discharge horn assembly) shown as FW.

3) **WATER CO₂ SQUEEZE GRIP STORE PRESSURE TYPE PORTABLE FIRE EXTINGUISHERS:**

These Extinguishers shall water as per IS: 15683 and **capable of fire fighting class A** Fire. Propellant in cartridge operated extinguishers shall be carbon dioxide gas cartridge. The method of expulsion of water shall be by means of pressure produced from compressed or liquefied gas from gas cartridge attached to the cap after piercing it uprightly or by piercing the squeeze grip.

a) **PERFORMANCE & CONSTRUCTION REQUIREMENT:**

PERFORMANCE	CAPACITY -06 Liter	CAPACITY -09 Liter
Approvals/certification	IS:15683, ISI Marked	IS:15683, ISI Marked
Fire Rating	02A	2A
Working/Operating Temperature (°C)	+05 to +55	+05 to +55
Burst Pressure	55/80 bar (min)	55/80 bar (min)
Cylinder Testing Pressure	35 bar	35 bar
Service / Working Pressure	15-18 bar	14-15bar

(Approx.)		
Minimum Effective Discharge Time	13-33 Second	13-42 Second
Bulk Range % Discharge	02-06 meter, 85%	02-07 meter, 85%
Propellant	Carbon Dioxide Gas Cartridge	Carbon Dioxide Gas Cartridge
Thickness (Approx.)	1.6 mm	1.6 mm
Height (Approx.)	530-570 mm	570-585 mm
Diameter (Approx.)	150-175(+/- 10) mm	175-180 (+/- 10) mm
Gross Weight (Approx.)	06-10 kg	12-15kg
Extinguishing Agent Charge	Water	Water

These cartridge operated extinguishers the cartridge shall be pierced and the pressure allowed to build for 06 second before opening the control valve.

- b) CONSTRUCTION:** The cylinder body, expansion space, neck ring, cap, gas cartridge and cartridge holder, plunger rod and piercing mechanism, cap joint washer, hose. Nozzle and bottom ring shall be confirmed as per Indian Specification (IS: 15683).
- c) MANUFACTURING TESTS:** The Extinguishers shall fulfill all manufacturing tests specified in the IS: 15683, like leakage test, burst strength test, impact resistance test, hose assemblies test, safety locking device etc.
- d) COLOUR:** The colour for extinguisher bodies shall be in fire red colour confirming to IS: 05 and paint shall confirm to IS: 2932.
- e) MARKING:**
- The operating, recharging and inspection and maintenance instructions shall be in the form of an etched or embossed metal nameplate or band, or an acceptable pressure-sensitive nameplate attached to the side of the extinguisher body, or in the form of silk-screening of paint directly on the extinguisher body. The marking shall identify the extinguisher as to type of media and shall include the manufacturer's name and model number and the rating and classification of the fire extinguisher.
 - The marking shall include a sequential serial number.
 - The year of manufacture, or the last two digits of the calendar year, and the factory test pressure shall permanently marked into the extinguisher body or non-transferable nameplate. Extinguishers manufactured in the first three months of a calendar year may be marked with the previous year as the date of manufacturer.
 - The marking shall include a reference to the range of temperatures at which the extinguisher is usable, such as acceptable to use at temperature from..... to or the equivalent.
 - The applicable statement or the equivalent shall be included in the marking: Recharge immediately after any use.
 - The gas cartridge shall be permanently marked with:
 - Empty mass in gram,
 - Nominal full mass in gram,
 - Year of manufacturer, and
 - Name or code of the manufacturer.
 - The marking on each extinguisher shall include its exact gross mass or minimum and maximum gross mass, which may be expressed by a tolerance. The gross mass shall include the mass of the charged extinguisher and discharge assembly.

- h) The Extinguisher shall be marked with BIS standard. The use of standard mark will be governed by the provisions of the BIS Act 1986.
- i) Operating instructions: the operating instructions shall be arranged as follows:
 - i. Word "INSTRUCTIONS" shall be at the top of the nameplate.
 - ii. Operating instructions shall be in the form of numerically sequenced photograph. The sequence shall be as follows:
 - ✓ Making ready the extinguisher by disengaging the safety locking device,
 - ✓ Aiming the extinguisher at the base of fire, included recommended distance from the fire at which to begin discharge, and indicating the intended operating attitude of the extinguisher,
 - ✓ Taking whatever action necessary to initiate operation of the extinguishers, and
 - ✓ Describing the intended method of applying the extinguishing media on the fire.
- j) The extinguisher shall be marked with letters "A" indicating their suitability for respective class of fires.

NOTE: All components of above fire extinguishers mentioned above as serial number from 01 to 03 should satisfy the requirements of construction material, dimensions, sizes, ratings, tests criteria and all other requirements as per IS 15683 and it should be overall conforming to IS 15683 with ISI mark.

4) TECHNICAL SPECIFICATIONS OF AUTOMATIC MODULAR TYPE FIRE EXTINGUISHERS (ABC MAP 90 BASED), CAP-5KG

The following important features should be:

- a) An automatic detection and suppression system together in a single unit and should be reusable cylinder.
- b) The system should provide Automatic round the clock protection and non freezing.
- c) The system should be Rechargeable and easy to service.

The following performance required as data given as under:

- a) Propellant should be used as Nitrogen Gas.
- b) Working pressure should be 7 to 15 kgs/cm².
- c) Testing pressure should be 35 kgs/cm².
- d) Area of protection should be 3.5 to 4.0 meter square and volume protection should be 8.0 m³
- e) Feasible to hang vertically above risk is 1.5 to 2.0 meter.
- f) Operation time should be 99% in 10-15 seconds.
- g) Extinguishing media should be used **ABC (mono ammonium phosphate- MAP-90)** powder.
- h) The cylinder should be MIG welded M.S. Body 2mm CRC Sheet upper part of which is fitted with adapter or flange for fixing on ceiling wall and below part fixed automatic release Nozzle based on Sprinkler technology unlike the sprinkler nozzle is gas tight the release temperature is adjusted with sprinkler bulb as 57 to 68 degree centigrade with pressure gauge fitted for instant verification of reliability of every unit.
- i) Nozzle should give more than 95% discharge and scattering cone on 40 to 45 degree angle.

J. SCOPE OF WORK UNDER ANNUAL MAINTENANCE AND REFILLING OF FIRE EXTINGUISHERS: -

- a) **Mandatory Visits: Four visits in a year at an interval of 03 months with 15 days grace period.** Noncompliance of the mandatory visit schedule by the vendor will invite penal action which would be termination of the contract agreement. No extra charges will be paid for emergency visit/visits during the contract.
- b) Representative (trained technician) to carry out maintenance as per given schedule and scope of work. Any failure on this aspect shall invite penal action. A copy of the said report shall be duly signed by the Branch Manager as a record of orderly progress of the contract.
- c) Representative (trained technician) of the firm should arrange to visit branches/offices during working hours and will carry firm's issued identity card in original, a copy of AMC allotment letter.
- d) The said contract shall be an all-inclusive contract and shall entail free repair / replacement of any mounting pins, relocations in the branch's premises. No charges other than the stipulated Annual Maintenance Charges shall be payable by the Bank on any account. Details as under:
 - i.) Inspecting, weighing, and cleaning of all fire extinguishers.
 - ii.) Changing of water in Water CO2 type fire extinguishers.
 - iii.) Removing dust/corrosion and polishing metal parts.
 - iv.) Greasing of moving/other metallic parts where greasing is required.
 - v.) Refitting of wall brackets etc. if these are found to be loose or if they are located at wrong/inconvenient place.
- e) The refilling and maintenance of the fire extinguishers and periodicity of Refilling, Hydraulic Pressure testing should be as per latest IS: 2190:2024. The refill packs/materials will be used as per BIS marked. Pressure testing of fire extinguishers and changing of components, if required. The refilling and spare parts cost will be paid by the Bank as per approved rates.
- f) The periodicity of refilling of different types of fire extinguishers may be decided by the Bank keeping in view of the staff training and weather conditions of the location of the branch/office.
- g) **SCHEDULE FOR REFILLING, SERVICING & MAINTENANCE:**

S. No.	Type of Extinguishers	Schedule for Refilling	Schedule for Servicing
i.	Water Type Extinguishers	Once in Year or if the pressure is low (in case of stored pressure type)	Once in three months
ii.	Dry Powder Type Extinguishers (BC/ABC)	Once in Three Years or if the pressure is low (in case of stored pressure type)	Once in three months
iii.	Clean Agent Type Extinguishers	Once in Three Years or if the pressure is low	Once in three months



iv.	Carbon Dioxide Type Extinguishers	Once in Five Years or if the weight is reduced by more than 10% of mass.	Once in three months
v.	Automatic Modular Type Fire Extinguishers (ABC MAP 90 Based)	Once in Three Years or if the pressure is low	Once in three months

NOTE: All extinguishers shall be maintained as per IS: 2190:2024. In corrosive environments, it is desirable to have the discharge test carried out at half the frequency mentioned above or as per Bank's instructions.

h) **SCHEDULE FOR HYDRAULIC PRESSURE TESTING (HPT):**

S. No.	Type of Extinguishers	Schedule of test interval For HPT	Test Pressure (Kg/Cm2)	Pressure Maintained For (Time in Seconds)
i.	Water Type (Gas cartridge / Stored pressure) Extinguishers	Once in a 3- years	35.0	150
ii.	Dry Powder Type (Gas cartridge / Stored pressure), (BC/ABC) Extinguishers	Once in a 5- years	35.0	150
iii.	Clean Agent Type Extinguishers	Once in a 5- years	35	150
iv.	Carbon Dioxide Type Extinguishers	Once in a 5- years	255.0	30

NOTES: -

- Every extinguisher with Cap** shall be hydraulically pressure tested (HPT) as per the schedule given above. Extinguisher which fails in this requirement shall be replaced. Test certificates should be submitted in the branch/office.
- The carbon dioxide type fire extinguishers shall be pressure tested every time when the cylinders are sent for recharging (after periodic discharge test or otherwise) to the pressure specified in IS: 2190:2024.
- In case of Fire Extinguisher while servicing, if any refill is found to be leaked or pressure has gone down, fully or partially or any other defect is found, the same will be brought to notice of the Branch Manager. Accordingly, the refilling will be done only after rectification of the defect, notwithstanding the periodicity of refilling.
- Please note that refilling/servicing/maintenance of fire extinguishers is a continuous process and it is required to be carried out once in a year or earlier (in case, the extinguisher has been used to extinguish fire). The due date for refilling/servicing/maintenance must be strictly adhered to and no delay will be acceptable beyond 7 days of due date.

i) **LIFE OF FIRE EXTINGUISHERS:**

S. NO.	TYPE OF FIRE EXTINGUISHERS	LIFETIME IN YEARS
i.	Water Type (Gas cartridge/Stored pressure) Fire Extinguishers	10 Years
ii.	Dry Powder Type (Gas cartridge/Stored pressure),	10 Years



	(BC/ABC) Fire Extinguishers	
iii.	Carbon Dioxide Type Fire Extinguishers	15 Years
iv.	Automatic Modular Type Fire Extinguishers (ABC MAP 90 Based)	10 years
NOTE: Life of extinguishers shall be considered from date of manufacture of extinguishers. In case of failure in hydraulic pressure testing, extinguisher shall be rejected immediately before the lifetime given above.		

- j) **REFILLING / SERVICING SLIP:** Vendors /Firms must maintain a record in their book of records wherein schedule for refilling / servicing are mentioned and accordingly performed the work of Refilling/Servicing within the due date and paste a service slip / tag (Bin Card inside transparent plastic cover) at the fire extinguishers body as sample given below: (Service / Maintenance Slip (should be with good quality of adhesive if pasted on body) for Fire Extinguisher / Modular).

REFILLING / SERVICING SLIP				
Vendor / Firm Address and contact nos.				
Type of Fire Extinguisher		Example: Water CO2 (Cartridge Type-CT)		
Capacity		Example: 9Liter		
New Supply Date		15/07/2023		
S. No.	Refilling Date	Next Due Date of Refilling	Remarks	Sign of Technician
1.	15/07/2023	14/07/2025 (WATER)	OK / NOT OK	
2.	15/07/2023	14/07/2026 (DCP/ABC)	OK / NOT OK	
3.	15/07/2023	14/07/2028 (CO2 GAS)	OK / NOT OK	
S. No.	Servicing Date	Next Due date of Servicing	Remarks	Sign of Technician
1.	01/01/2024	01/04/2024	OK / NOT OK	
2.	01/04/2024	01/06/2024	OK / NOT OK	
3.	01/06/2024	01/09/2024	OK / NOT OK	
4.	01/09/2024	01/12/2024	OK / NOT OK	

Note: Apart from the above quarterly visits (Once in a three months) all complaints / breakdown calls will have to be attended free of cost within 24 hours for city / local branches and within 72 hours for outstation branches. In case the existing unit needs to be taken out for necessary repairs an alternative serviceable unit may be provided if necessary, and the original unit / part shall be refitted after repairs at the earliest.

k) **DEMONSTRATION /TRAINING ON HANDLING OF FIRE EXTINGUISHERS:**

Imperative Training / demonstration on handling of Fire Extinguishers is vital role for the Bank's staff posted at the Branches / Offices. Therefore, to avert any Fire Incident in its incipient stage the occupants, must have the knowledge on handling /operation of the Fire Extinguishers available at the site. It is necessary for the Vendors / Firms /Contractors, to visit the Branches for refilling /Servicing when the visit is due, or on any Breakdown whenever warranted. Representative of the Firm must conduct demonstration with prior permission to the BM to conduct a small training session (10-15 minutes) during refilling / servicing of the due Fire Extinguishers. The details of training /demonstration must be recorded in Security Information register and mentioned in Service Certificate issued to the Branches/Offices.

l) SERVICE CERTIFICATE / REPORT

Three copies of visit report will be prepared after testing / maintenance of the system by the authorized technician of the vendor. The Branch Manager/Authorized officials will stamp and countersign all reports after satisfying them that the Extinguishers are properly serviced/refilled.

- i.) **One copy** will be handed over to the **Branch**,
- ii.) **Second copy** to be retained by the **Vendor**,
- iii.) **Third copy** shall be sent to **Fire Officer, P&E Department at Local Head Office, Thiruvananthapuram** on quarterly interval along with forwarding letter and highlight of the severe abnormalities if any.

m) CONFIDENTIALITY:

The vendor or its employees undertaking the work are required to maintain total and complete secrecy and assure not to communicate or allow to be communicated to any person or divulge in any matter / information relating to the ideas, concepts, know-how, techniques, data, facts, figures, and all information whatsoever concerning, relating to the Bank and its affairs to which the employees have the access.

n) MODE OF PAYMENTS AND DEDUCTIONS

i. IN CASE OF NEW SUPPLY OF FIRE EXTINGUISHER:

In case of supply of Fire extinguishers at the new opening Branches/offices, the vendor will submit an estimate to the Branch/Office and on confirmation, will supply the extinguishers together with the Bill. All new supply of fire extinguishers, the bill will be vetted by the Fire Officer P&E Deptt., at LHO, Thiruvananthapuram and the payment will be done at the Branch/RBO level.

ii. IN CASE OF REFILLING & MAINTENANCE OR REPLACEMENT OF EXISTING FIRE EXTINGUISHER:

- 1) If Extinguisher fails in HPT, the same should be replaced with new one of same extinguisher type as per approved rate **under the buyback arrangements**. On completion of the Extinguishers' installation / refilling / servicing work at the Branch/Office, the firm will submit the bills along with the work completion / installation certificate (as Performa attached) duly signed and stamped by the user branch manager; to the respective regional branch offices (RBOs) on **quarterly basis**.
- 2) The payment option to the vendor should be through Cheque / NEFT / RTGS payable to the **firm name** only. 100% payment shall be made, after deducting TDS if applicable as per the invoices raised to the regions/offices.
- 3) All bills shall be paid within 15 days of their receipt. If any bill is delayed beyond the above period, the reasons for the same need to be conveyed to the vendor under advice to us.
- 4) The rates above are excluding Taxes.
- 5) **No advance payment will be made by the Bank. Payment will be made against supply and installation of material.**



K. PERFORMANCE GUARANTEE DEPOSIT & PENALTY:

- a) New fire extinguisher shall be installed as per directives of LHO / Zonal Office/RBOs/Branches of the Bank as per their requirements. New installation to be completed within 15 days of the receipt of the work order failing which 10% penal charges per week from the work order will be levied and deducted from the bill. Refilling to be done within 7 days of due date otherwise 10% penalty will be deducted from entire bill.
- b) **Refilling and maintenance of the extinguishers to be completed within 15 days of the due date; beyond 15 days penalty will be levied of amount twice the amount of maintenance charges applicable for the branch/office. This will cater for penalty for the delay in services of refilling & maintenance period of the equipment at the branches/offices.**
- c) In case of supply of sub standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, the contract with the company will be cancelled without prior notice and firms will be delisted or blacklisted from the Bank. Performance Guarantee (Security Deposit) of Rs.2,00,000/-(Rupees One Lakh only) shall be kept in Premises & Estate Department, LHO, Thiruvananthapuram towards supply of sub standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, by the firm in any of the branch in allotted region. This Performance Guarantee is liable to be forfeited.

Certified that:

- a) We have understood the technical specifications thoroughly and are acceptable to us.
- b) If the work order in whole or part is placed with us, we would be able to supply the above-mentioned equipment to the State Bank of India, Thiruvananthapuram Circle.
- c) We understand that all concerned paper related to the BIS is required to be submitted for individual types and capacities of Fire Extinguishers. Without submission of these valid papers it will be liable for disqualification from empanelment.
- d) I have read and accept, all terms/conditions/criteria other aspects mentioned in this document unconditionally.

Signature with Seal

Place:

Date:



(On the Bidder's Company letter head)

Letter No.

Date:

Assistant General Manager (P&E)
State Bank of India,
Premises & Estate Department,
4th floor, Local Head Office,
Poojappura, Thiruvananthapuram-695012

Dear Sir,

APPLICATION FOR SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE EXTINGUISHERS AS PER BIS AND EMPANELMENT OF SAME FOR VARIOUS BRANCHES / OFFICES OF STATE BANK OF INDIA LOCATED IN STATE OF KERALA, MAHE (UT OF PONDICHERY) AND UT OF LAKSHADWEEP

With reference to your advertisements vide reference no. dated for the captioned subject. We enclose herewith our company profile in the format (Form-2) along with necessary supporting papers with an additional set of its Xerox copies duly signed and sealed by the authorized signatory Mr./Mrs./Missof the firm and with Demand Draft Rs. 5000/- (Rupees Five Thousand only) as a nonrefundable participation fees.

2. We confirm that our Annual Turnover for last three years is under:-

S.No.	Financial Year	Turnover (Lakhs)
i.	2022-23	
ii.	2023-24	
iii.	2024-25	

3. A copy of the authorization letter is enclosed. We confirm that the details furnished by us are true and correct. We undertake to produce the original of all the papers / documents attached herewith as and when asked for by the Bank and shall extend all assistance to the Bank Authorities for the purpose of empanelment.

4. We are agreeable to the terms and conditions enumerated in the advertisement and to submit in case of our being empaneled, a Security Deposit in the form of DD/ Banker's Cheque of amounting Rs. 2,00,000/- (Rupees One Lakh only) in favor of the State Bank of India, payable at Thiruvananthapuram.

5. We clearly understand & undertake that mere submission of application does not guarantee for our empanelment and Bank's decision in this regard will be final and binding on us. We submit this application in token of our acceptance of the terms & conditions laid down in this advertisement.

6. We confirm that we have not been disqualified / blacklisted or terminated from the service by any Govt. Deptt / RBI / PSU bank or any other organization for supply, installation and



maintenance of Fire Extinguishers. We also agree that in case any poor performance is received from any of our clients our Bid will be rejected / disqualified.

7. We also confirm that the above products meet the Technical specifications/ features, as per the Tender.

Thank you,

Yours faithfully,

Authorized Signatories
(Name & Designation, seal of the firm)

E-Mail address

Contact No



**APPLICATION FORM FOR EMPANELMENT OF SUPPLY, INSTALLATION &
MAINTENANCE OF FIRE EXTINGUISHERS**

PART - I SUPPLIER'S PROFILE (Please strike-off whichever is not applicable)

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
1.	Name of the Company/ Firm/ Organization, Website, Email		Annexure A
2.	Year of Establishment and Incorporation		Annexure B
3.	Status of the firm whether Company/Firm/proprietary etc		Annexure C
	a) Registered under the Companies Act, 1956. If so mention registration number and date.		
	b) Registered under the Societies Registration Act, 1860. If so mention registration number and date.		
	c) Registered under the Indian Trust Act, 1882. If so mention registration number and date.		
	d) Sole proprietorship firms whose proprietor is a resident in India as per the Income Tax Act, 1961. If so mention registration number and date.		
	e) Partnership firm registered in India. If so mention registration number and date.		
4.	Nature of Business. Whether OEM / Service Provider / Manufacturer / Authorized dealer / supplier etc		Annexure D
5.	Address of Registered Office with PIN Code.		Annexure E



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT,
LOCAL HEAD OFFICE, THIRUVANANTHAPURAM

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
6.	Postal Address of sub offices in State of Kerala, Mahe (UT of Pondicherry) and UT of Lakshadweep and Phone / Mobile Numbers, & E-mail address	1.	Annexure F
		2.	
7.	Address of Manufacturing Unit / R&D Site		Annexure G
8.	Name of Directors / Partners / Members etc.		Annexure H
9.	a) Name of contact person(s) b) Mobile Numbers(s) c) Land Line		Annexure I
10.	Name of person(s) authorized to conduct business along with Mobile, Telephone and Email details		Annexure J
11.	a) Has your company / firm been ever blacklisted in past 5 years. If Yes, Give Details.		Annexure K
12.	b) If No, a certificate be submitted stating that the company/firm or its owner or any concern have not been so blacklisted by any institution of the Central or State Govt. PSU/PSBs in the past five years on any grounds whatsoever.		Annexure L



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT,
LOCAL HEAD OFFICE, THIRUVANANTHAPURAM

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
13.	Any subsidiary company (Write Yes / No). Give all details if yes		Annexure M
14.	Furnish the names of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.		Annexure N
15.	Please mentions whether your any relative(s) is (are) working in the State Bank of India with Name, relationship, address & present posting etc.		Annexure O
16.	Name and qualification of Technical personnel / tradesmen etc.		Annexure P

Performa of **Annexure –N**

S. No.	Name	Designation	Address with contact numbers & e-mail
1.			
2.			
3.			



PART-2 FINANCIAL, REGISTRATION FOR TAXATION AND OTHER STATUTORY REQUIREMENTS

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
17.	Whether registered for the following and having necessary certificates/ authority? If so , mention registration number and date. Enclose relevant certificate.		Annexure Q
	a) Income Tax, PAN		
	b) GST		
	c) IGST		
	d) TIN		
	e) EPF		
	f) ESIC		
18.	Furnish copies of audited Balance Sheet and profit & loss account (audited) for the last 3 financial years.	TURN OVER Profit after Tax (INR Lakhs)	Annexure R Certificate of CA to be attached in Original
	a) 2022-23 –Turnover		
	b) 2023-24 –Turnover		
	c) 2024-25 - Turnover		
19.	Banking Details a) Banker's Name: b) Full Postal Address: c) Telephone No.: d) Account No.: e) Type of Account: f) IFSC Code:		Annexure S

Note: - Please enclose valid supporting documents for each item from Sr. No. 1 to 19 in the given order.



I / We have read and understood the press notice, Expression of interest notice and this application form along with enclosures and my / our firm full fills the eligibility criteria for empanelment described in the notice.

I / We hereby confirm and certify that the information given above is correct & true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

I/We are authorized to sign & submit these documents for empanelment / pre-qualification/ enlistment.

I / We understand that if at any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully, and in case of receipt of adverse / unsatisfactory report from other clients / Bankers, the Bank may not consider our application and / or may de-list us and / or may take any appropriate action against us.

I / We also understand that partly / wrongly filled application and / or applications not on prescribed Pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the Bank.

I / We understand that this is merely an application & does not entitles us to be necessarily empaneled / enlisted / pre-qualified by the Bank and Bank reserves its right to reject all and / or any application without assigning any reason whatsoever.

(Signature of Authorized Signatory)

Place:

Date:

(Name:



(Letter to the Bank on the OEM's Letter Head in Original)

To
The Assistant General Manager (Premises & Estate)
4th floor, Premises & Estate Department,
State of India, Local Head Office,
Poojappura, Thiruvananthapuram-695012

Dear Sir,

SUBJECT: AUTHORIZATION FOR NEW SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE EXTINGUISHERS

We _____ registered office at _____ having joint venture / authorized dealer etc. with _____, who are established and leading manufacturer of Fire Extinguishers, do hereby authorize M/s _____ having _____ their _____ registered _____ office at _____ to submit quote, negotiate, supply, install and provide after sales support for our range of under mentioned products quoted by them to meet the above mentioned tender:-

S. No	Product	Make/Brand	Remarks
1.	CO2 Fire Extinguisher (Portable/trolley) 4.5/6/9/22.5 Kg Capacity		
2.	DCP ABC Type Fire Extinguisher (Stored Pressure) 2/6/25 kg capacity		
3.	Water Type (Stored pressure) Extinguishers 9/45 Litre capacity		
4.	Automatic Modular Type Fire Extinguishers (ABC MAP 90 Based) 5 kg capacity		

- We also confirm that the above products meet the Technical specifications/ features as per the RFP.
- We as OEM are responsible that the Service Provider uses genuine products. We will conduct Audit of the products being installed by the Service Provider, as and when required by the Bank without any extra cost, as a service support to the Bank.
- We hereby confirm to extend our back to back technical support and meet warranty terms of 1 year for portable and 3 years for modular fire extinguishers. Also, we as an OEM assure that the quoted models are not end of life and necessary spares would be provided at cost to bidder for period of five years, as per OEM standards for this tender/project.
- We will submit a certificate annually on 31st March for the total number of new supply of fire extinguishers for SBI to the agency.

Thanking you,

Yours faithfully,
Authorized Signatories
(Name & Designation, seal of the OEM)
Contact No. E-Mail Address



Appendix-A

FIRE EXTINGUISHERS SUPPLIED DURING LAST THREE YEARS

S. NO.	BLOCK - YEAR	NO. OF EXTINGUISHERS SUPPLIED						
		Water -CO2 (9 Liter)	Co2 – Type (4.5kg)	CO2 – Type (22.5 Kg)	DCP- (ABC – Type) (2/4/6kg)	DCP - (BC- Type) (6/25kg)	Automatic Modular Type Fire Extinguishers (ABC MAP 90 Based) 5/10kg	Others
1.	2022-23							
2.	2023-24							
3.	2024-25							
TOTAL								

Note: -

- Relevant documents as a proof to be enclosed.
- CERTIFICATE**-Certified that all the information given above and, in all document, submitted for empanelment with Bank for Fire Extinguisher Supply & Refilling is true to the best of my/our knowledge. It is understood that in case any claim/information is found to be incorrect the application shall be rejected or *if found after empanelment the bank may delist/blacklist and take other legal action.*
- Please add rows where required. Where copies of Application Documents /certificates are required to be furnished certified true copies.

(Authorized signatory)

Date:

Place:

SEAL OF THE FIRM



Appendix - B

a) DETAILS OF WORKS (SUPPLY & AMC) CARRIED OUT DURING LAST FIVE YEARS BY THE FIRM

S. No.	Name of the work	Organization & Place	Cost of work	Year of Execution	Name of the Authority under whom work is executed with their address and contact numbers	Remarks as Work completed / Work in Progress
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						

b) DETAILS OF EMPANELMENT WITH FINANCIAL INSTITUTION (FI)

S. No	Name of the FI	Date Since empaneled	Fire Extinguishers Being Supplied	Satisfactory Completion certificate attached (as Annexures)
1.				
1.				
2.				

Note: Please enclose supporting documents (i.e. work order / certificates) of work experience issued by the client.

(Authorized signatory)

Date:

Place:

SEAL OF THE FIRM



(On Bidder's Company letter head)

Appendix-C

UNDERTAKING FOR

**OPENING OF SUPPORT OFFICE AND SUBMISSION OF SHOP AND ESTABLISHMENT
REGISTRATION CERTIFICATE ISSUED BY STATE GOVT.**

I/We.....
hereby undertake that I shall open support office / service center with technical personnel within a month from the date of Allotment of Work in the area where work is allotted to me in any region under the SBI Thiruvananthapuram Circle for providing 24X7 post implementation support and proof for the same along with details of Technical Staff will be submitted to the Bank.

2. I, also undertake to submit Shop & Establishment Certificate within the due date as mentioned in Clause of this EOI.
3. And I understand that physical verification of the support office / service center will be done by Bank Officials and if any deviation is found, the empanelment is liable to be canceled without any notice.

Place:

Date:

Signature with Seal

Name in Block Letters:

Designation:

Address:



Appendix-D

DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES

[Crossed with double diagonally line, which one is not applicable]

If having near relatives

I,/

We.....

.....S/O,D/O,W/

O.....

residing at.....hereby certify that one or more of our near relative(s) as defined in the pre-qualification notice is/are employed in the State Bank of India,

whose details are as under:

S. No.	Employee No. / PF No	Name	Age	Male/Female	Branch/Office

In case at any stage, it is found that the information given by me/ us is false/incorrect, State Bank of India shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

If not having near relatives

I,/

We.....

.....S/O,D/O,W/

O.....

residing at.....hereby certify that none of our near relative(s) as defined in the pre-qualification notice is/are employed in the State Bank of India. In case at any stage, it is found that the information given by me/ us is false/incorrect, State Bank of India shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

***The near relatives are members of Hindu Undivided family/husband and wife/the one related to the other in the manner as father, mother, son(s) and son's wife (daughter in laws), daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother-in-law).

Place:

Signature with Seal

Date:

Name in Block Letters:

Designation:

Address:



Appendix-E

(On Bank's letter head)

SOLVENCY CERTIFICATE FORMAT

This is to certify that to the best of my knowledge and information M/s.....(Firm/ Company/ Sole Proprietorship name with address) having marginally noted address, a customer of our bank is/are respectable and can be treated as good for any engagement up to a limit of Rs.....(Rupees.....)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature of Branch Manager with Seal)

Note:

1. Banker's certificate should be on the letter head of the Scheduled Commercial Bank
2. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.



Appendix-F

(On Bidder's Company letter head)

UNDERTAKING

**ACCEPTANCE OF TECHNICAL SPECIFICATION AND AMC/NEW SUPPLY OF
EXISTING VARIOUS TYPE OF FIRE EXTINGUISHERS**

I, undertake to provide the Equipment's and their Spare Parts as per the specifications and also maintain existing / newly installed system in good/functional condition during the AMC as per scheduled as given in this EOI or as advised by the Bank from time to time.

2. And, I also agree to undertake that if any abnormalities are noticed by any inspecting Officials of the Bank in this regard, the Bank may impose suitable penalty and deduct the amount equivalent to loss to the Bank from my/our Bill/Bills or forfeit our Security Money deposited against non-adherence of Bank instructions as stipulated by the Bank.

Place:

Signature with Seal of the Company/Firm

Date:

Name in Block Letters:

Designation:

Address: