



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.(SBIIMS),
(WHOLLY OWNED SUBSIDIARY OF SBI)
GUWAHATI CIRCLE OFFICE**

Sl. No.	Description	
(a)	Tender ID	GUW201905001
(b)	Tender Name	AIR CONDITIONING WORKS :INSTALLATION OF ATM AT LEKABALI BRANCH, ARUNACHAL PRADESH
(c)	Opening Date of Tender	03.05.2019
	Ending Date of Tender	13.05.2019 UPTO 11:00 AM
(d)	Tender Fee Amount	Rs.500.00 (Rupees Five hundred only) to be paid only through State Bank Collect(SB Collect an efficient MIS report generating tool). The steps involved in making the payment is provided at Annexure-A.



NOTICE INVITING TENDERS

TENDER ID : GUW201905001 DATED 02.05.2019

On the behalf of State Bank Of India (hereinafter referred to as **SBI**), **SBI Infra Management Solution Pvt. Ltd.** (hereinafter referred to as **SBIIMS**) (a wholly owned subsidiary of State Bank of India), Circle Office, Guwahati invites **Tenders** from the empanelled **Air Conditioning Contractors/Vendors** finalized in **September, 2018** by **SBI, LHO, Guwahati** enlisted in all the eligible categories of work i.e. **Category- I, II, III, IV & V (Work Value upto Rs 100.0 Lakh) under Air Conditioning Work**

1.	Name & location of Work	:	AIR CONDITIONING WORKS :INSTALLATION OF ATM AT LEKABALI BRANCH, ARUNACHAL PRADESH.
2.	Eligibility criteria	:	The empanelled AIR-CONDITIONING contractors/vendors finalized in September, 2018 by SBI, LHO, Guwahati enlisted in all the eligible categories of work i.e. Category- I, II, III, IV & V (Work Value upto Rs 100.0 Lakh) under AIR CONDITIONING WORK .
3.	Availability of tender documents	:	Tender documents to be downloaded from the Bank's website www.sbi.co.in under section procurement news from 03.05.2019 to 13.05.2019.
4.	Tender document Cost	:	Rs 500.00 (Rupees Five hundred only) (Non-Refundable) to be paid only through State Bank Collect (SB Collect an efficient MIS report generating tool). The steps involved in making the payment is provided at Annexure-A. The receipt generated with the Reference No. will be submitted along with the Technical Bid.
5.	Earnest Money Deposit	:	Rs. 1200.00 (Rupees One thousand Two hundred only) EMD to be deposited to A/C No. 10242804581 (SBI, LHO, PREMISES & ESTATE Department Misc. Deposit account) maintained at SBI, Dispur Branch (IFSC code-SBIN0003030).
6.	Technical Bid (Cover-I)	:	The Technical bid shall contain following Documents: i) Tender Processing Fee amounting to Rs 500.00 (Rupees Five hundred only) (Non-Refundable) to be credited only through State Bank Collect (SB Collect an efficient MIS report generating tool). The steps involved in making the payment is provided at Annexure-A. The receipt generated with the Reference No. will be submitted along with the Technical Bid



			<p>as a proof for payment</p> <p>ii) Earnest Money Deposit (EMD) amounting to Rs. 1200.00 (Rupees One thousand Two hundred only) to be deposited to A/C No. 10242804581 (SBI, LHO, PREMISES & ESTATE Department Misc. Deposit account) maintained at SBI, Dispur Branch (IFSC code-SBIN0003030) and submit the deposit voucher copy as proof of deposit the amount.</p> <p>iii) The part-I of this tender duly signed on each page as a token of acceptance of all the terms and conditions of the tender.</p> <p>The Bidder, who failed to submit any of the above mentioned documents, will be disqualified in Technical Bid and Price bid of those contractors will not be opened. Moreover, the conditional tenders are liable for rejection.</p>
7	Price Bid (Cover-II)	:	The Price Bid Shall contains the part-II (BOQ) of this tender. No condition/ stipulation in Cover-II shall be accepted
8	Date, Time & Place for submission of Tender		<p>The Technical Bid documents and Price Bid documents shall be put in two separate seal envelopes and super scribed as "Technical bid (Cover-I)" and "Price Bid (cover-II)" respectively.</p> <p>Both the envelopes shall be put in another seal envelope super scribed as "Tender for Air Conditioning Works: Installation of ATM at Lekabali Branch ,Arunachal Pradesh" which shall reach the following address on or before 13.05.2019 till 11:00 AM .</p> <p>The Circle Head & AVP(Civil) , SBIIMS, Guwahati Circle, SBI Local Head Office Building, 3rd Floor, 'A' Block, P.O. Assam Sachivalaya, Dispur, Guwahati-781006, Assam.</p>
9.	Opening of Technical Bid	:	12:00 Noon on 13.05.2019
10	Opening of Price Bid	:	3:30 PM on 13.05.2019
11.	Validity of Tenders	:	For a period of 90 days from the date of opening of tender.
12.	Initial security deposit	:	2% of the awarded value of work including EMD
13.	Retention money		5% (Including EMD+ISD)



14	Commencement of the work		The date of commencement of the work will be reckoned as the date of handing over site or Seven days from the date of issue of Work Order of the tender whichever is later
15	Time allowed for completion	:	20 days from the date of handing over site or 10 days from the date of issue of letter of acceptance of Bank whichever is later.
16	Deduction of Income Tax and GST	:	<p>A) Income Tax will be deducted at source as per Govt. Guidelines.</p> <p>B) Reimbursement of GST on work contract will be made only on submission of proper GST invoice as per applicable GST provision. The contractor should comply with the following;</p> <p>i. Contractor should have GST Registration Number</p> <p>ii. Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision</p> <p>iii. In case of Correction in the bills after scrutiny, contractor should submit fresh invoice for payment</p> <p>iv. Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor.</p>
17.	Terms & mode of payment	:	<p>i) No advance is payable.</p> <p>ii) After successful completion of entire work 100% payment will be released against submission of GST invoice and work completion Certificates after deducting security deposit and statutory deductions as applicable.</p> <p>iii) Payment shall be made by way of Electronic fund transfer by the concerned SBI Branch/Office where the work has been executed. The contractor should furnish details of the Bank, A/c no, IFSC code etc.</p>



18.	Liquidated Damages	:	If the bidder is not able to complete the work within the stipulated completion period as per tender, liquidated Damages will be imposed at the rate of 0.5% of the contract value per week subject to a maximum of 5% of the contract value.
19.	Defects Liability Period	:	12 Months (Twelve months) from the date of completion of the work and handing over to the Bank.
20.	Contact details for any clarification	:	The Circle Head & The Assistant Vice President(Civil), SBI Infra Management Solutions Pvt. Ltd. Guwahati Circle Office, 3rd Floor, SBI, LHO Building, Guwahati, Dispur-781006, Ph: 0361-2237509
21.	Any additional Information	:	The quoted rate should be inclusive of materials, labour, wages, fixtures, transportation, installation, all taxes & charges , cost of the insurances as specified in the tender, cost towards testing of materials supplied, wastages, Octroi, machinery, temporary works such as scaffolding, cleaning, overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work. However, GST on work contract will be extra as applicable.
	Notes:		
a)	In case the date of opening of tender is declared as a holiday, the respective date will be considered on the next working day at the same time.		
b)	The SBIIMS reserves the right to cancel or postpone or modify the tenders at any stage without assigning any reason.		
	(For and on behalf of State Bank of India) The Circle Head & Assistant Vice President (Civil) SBIIMS, Circle office, Guwahati.		

**Terms & Conditions of Tender:**

Sealed tenders are invited by the undersigned for above work as per the enclosed Schedule of Quantities and detailed specification mentioned therein. The condition for submission of the tender is as under:

- i. Tender have to be submitted in two parts Cover-I and Cover-II separately sealed and placed in another envelope super scribed with the name of the work and should reach the undersigned at this office **on or before 11:00 am 13.05.2019**.
- ii. Cover-I: Shall contain the tender fee deposit voucher, earnest money deposit voucher and the part-I of this tender. No conditions in any case shall be allowed and conditional tenders will be summarily rejected.
- iii. Cover-II : Shall contain the Part-II (BOQ) of this tender with all rows and columns duly filled and signed with sealed stamp.
- iv. Cover-I will be opened on **13.05.2019 at 12.00 Noon** in the presence of Tenderers who desire to attend. **The Bidder, who failed to submit any of the above mentioned documents, will be disqualified in Technical Bid** and other sealed envelope will be returned unopened to the representative of the concerned tenderer.
- v. Cover-II containing the priced tender value in original then be opened on same day i.e **13.05.2019 at 03.30 pm**. Delays in submission of any part arising out of the postal irregularities/or any other at any stage will not be considered. Also the Bank will not be responsible for damage in transit in case of Postal Delivery.
- vii. The EMD of unsuccessful tenderers will be refunded within 30 days of award of Contract without any interest. EMD of successful tenderer will be retained as a part of security deposit.
- viii. The work shall be completed within a period of 20 days from the receipt of our advice of the acceptance of your tender.
- ix. Unsealed tenders will not be accepted.
- x. Tenders with any addition/alterations/omission/overwriting etc. will not be accepted. Correction, if any, should be duly signed.
- xi. Penalty of 0.5% of contract value per week, maximum up to 5% of contract value will be charged for delaying the work beyond the completion date unless cause for delay is beyond control of the contractor. Bank's decision will be final and binding on the contractors.
- xii. All materials to be used should be of the best quality and as per specification and guidance of the Bank's Engineer.
- xiii. The work will be inspected and joint measurement taken by the Bank's Engineer before making the payment. Payment will be done as per the actual measurement at site.
- xv. The quoted rate should be inclusive of materials, labour, wages, fixtures, transportation, installation, all taxes & charges , cost of the insurances as specified in the tender, cost towards testing of materials supplied, wastages, Octroi, machinery, temporary works such as scaffolding, cleaning,



- overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work. However, GST on work contract will be extra as applicable.
- xvi. The rates will be fixed for the period of work. No PVA will be applicable.
 - xvi. SBIIMS reserves its right to accept or reject any tender without assigning any reasons therefore.
 - xvii. The tenders to be submitted must be strictly in the format as per the enclosed Schedule.
 - xviii. The contractors are requested to inspect the area of work/site before quoting the rates.
 - xix. The tender will be valid for three months.
 - xxi. The contractor shall make his own arrangement for storage of materials site at his own risk and cost.
 - xxii. 5% (Including EMD+ISD) of the awarded value of work will be retained for one year as security deposit against Defect Liability period for one year.
 - xxiii. The contractor should acquaint himself with the site conditions, local traffic regulations, local regulations, labor tax rules etc. and quote the rates accordingly. No extra charges/increase in the rate shall be considered on any account.
 - xxiv. The contractor has to arrange for third party insurance and during execution of work any mishap occur and or any injury to the labor/workers or Bank's staff/customer, it is the liability of the contractor to compensate the demand, if any.

Yours faithfully,

The Circle Head & Assistant Vice President(Civil)
SBIIMS, Guwahati

**Annexure-A**

The steps involved in making the payment through SB Collect are as under:-

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

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

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