



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.
(A wholly owned subsidiary of SBI)
CIRCLE OFFICE
3RD FLOOR, NEW ANNEXE BUILDING,
STATE BANK OF INDIA, LOCAL HEAD OFFICE CAMPUS, No.65 ST. MARK'S ROAD,
BENGALURU - 560001

EMPANELMENT APPLICATION

SBI Infra Management Solutions Pvt. Limited (SBIIMSPL), Circle Office Bengaluru invites applications from the eligible agencies for empanelment of Contractors for {Civil/Interior/Electrical/Facility Management Services (Housekeeping)/Supply of Chairs/Air-Conditioners} to execute the works at State Bank of India branches/ offices/ residences all over Karnataka State. The eligibility criteria and application form will be available on Bank's website www.sbi.co.in under "PROCUREMENT NEWS" section.

Duly filled in application forms along with all supporting documents should reach us on or before 25.09.2019 before closure of office hours.

Any addendum / Corrigendum with respect to this notification shall only be published in website only, no separate newspaper publication shall be made.

Date:27/08/2019

Vice President & Circle Head

SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.

(A Wholly Owned Subsidiary of SBI)

CIRCLE OFFICE

SBI, LHO Campus, No.65 St. Marks Road, Bengaluru - 560001

ELIGIBILITY CRITERIA FOR EMPANELMENT OF CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/FMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS /CHAIRS .

SBI Infra Management Solutions Pvt. Limited, Bengaluru publishes the eligibility criteria for empanelment of Contractors for undertaking Civil/Interior/Electrical/ /Facility Management Services (Housekeeping)/Supply of Air-Conditioners/Chairs) in different categories as under, separately, at State Bank of India branches/offices and residences in the state of Karnataka. The Contractors with necessary experience in the respective areas will be considered for the Bank's empanelment.

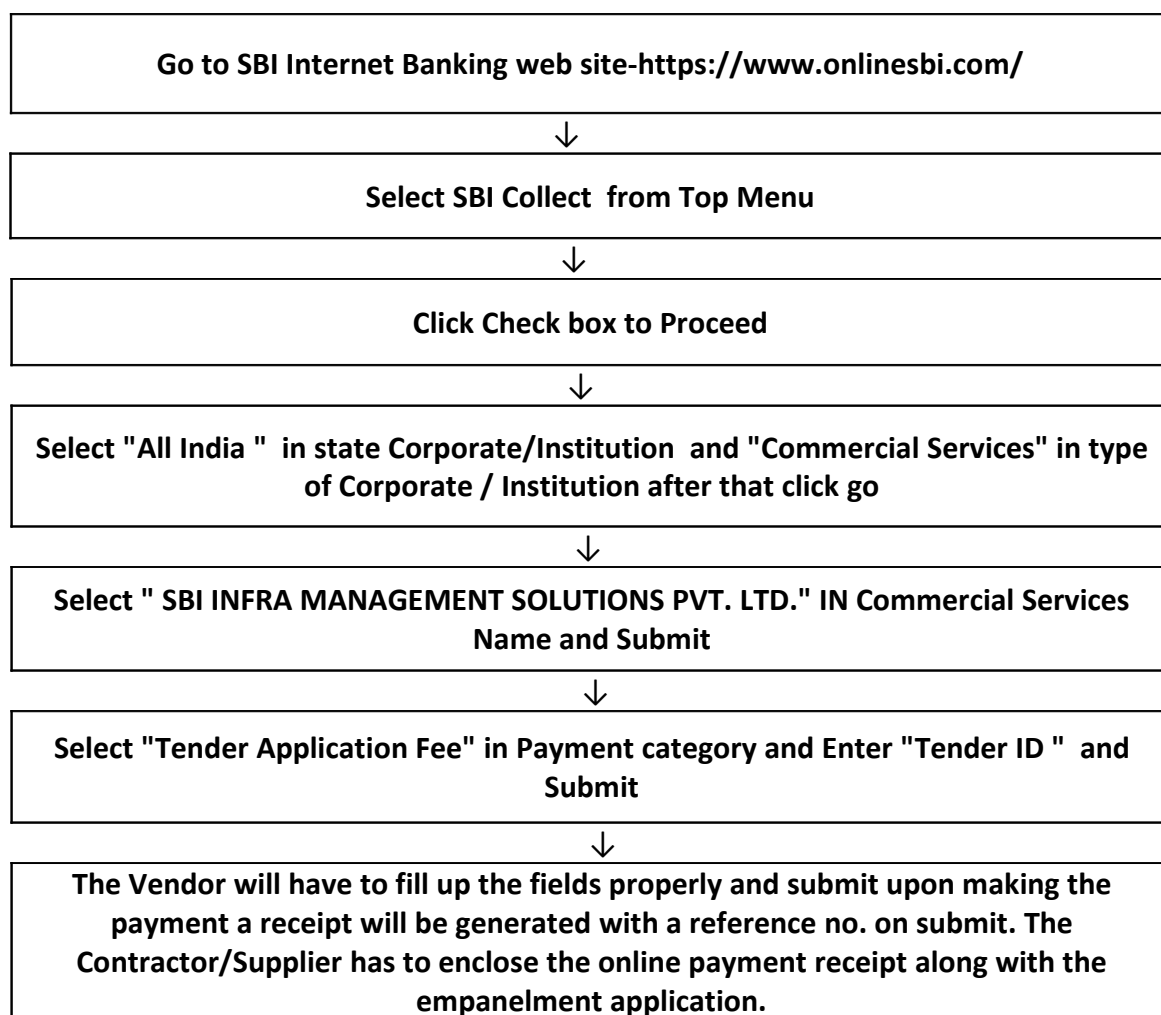
SR. NO.	CLASSIFICATION OF WORK	VALUE OF WORK
1	Contractors for Civil Repair/Renovation and Structural Alterations.	(a) upto Rs. 10 Lakh (A-1) (b) up to Rs. 25 Lakh (A-2) (c) upto Rs. 50 Lakh (A-3) (d) up to Rs. 100 Lakh (A-4) (e) upto Rs. 300 Lakh (A-5)
2	Contractors for Civil Works - New Construction.	(a) upto Rs. 100 Lakh (B-1) (b) up to Rs. 300 Lakh (B-2) (c) upto Rs. 500 Lakh (B-3)
2	Contractors for Interior Furnishing/ Renovation Works	(a) upto Rs. 10Lakh (C-1) (b) upto Rs. 25 Lakh (C-2) (c) upto Rs. 50 Lakh (C-3) (d) upto Rs. 100 Lakh (C-4) (e) upto Rs. 200 Lakh (C-5)
3	Contractors for Electrical LT Works	(a) upto Rs. 10Lakh (E-1) (b) up to Rs. 25 Lakh (E-2) (c) up to Rs. 50 Lakh (E-3) (d) up to Rs. 100 Lakh (E-4)
4	Contractors for Electrical HT Works	(a) upto Rs. 10Lakh (D-1) (b) up to Rs. 25 Lakh (D-2) (c) up to Rs. 50 Lakh (D-3) (d) up to Rs. 100 Lakh (D-4)
4	Supply of Chairs.	(a) upto Rs. 25 Lakh (F-1) (b) up to Rs. 50 Lakh (F-2)
5	Contractors for Air-conditioning Works	(a) upto Rs. 10Lakh (G-1) (b) up to Rs. 25 Lakh (G-2) (c) up to Rs. 50 Lakh (G-3) (d) up to Rs. 100 Lakh (G-4)
6	Integrated Facility Management Services (Housekeeping)	(a) up to Rs. 60 Lakh/Year (IFMS-1) (b) up to Rs. 180 Lakh/Year (IFMS-2) (c) up to Rs. 300 Lakh/Year (IFMS-3)

Detailed application forms and further details for empanelment can be downloaded from Bank's website www.sbi.co.in under "PROCUREMENT NEWS". The application fee for respective category shall be as detailed in page no.3 of this application. Application fees should be paid through SBI Collect by using SBI Internet Banking web-site www.onlinesbi.com (Detailed flow chart about how to pay tender fees online mentioned in page no.3). Online fees payment receipt should be enclosed with the application form. Application received without online application fees payment receipt shall be rejected.

Empanelment Application Fees

Sl.No.	Category	Amount (in Rs.)	Tender ID
1	Upto Rs.50.00 Lakhs	1000	BAN201909001
2	Above Rs.50.00 Lakh and Upto Rs.100.00 Lakhs	3000	BAN201909002
3	Above Rs.100.00 Lakh and Upto Rs.300.00 Lakhs	5000	BAN201909003
4	Above Rs.300.00 Lakh and Upto Rs.500.00 Lakhs	10000	BAN201909004

HOW TO MAKE ONLINE APPLICATION FEES



NOTICE FOR EMPANELMENT OF CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), AIR-CONDITIONERS CHAIRS ETC.

GENERAL CONDITIONS

SBI Infra Management Solutions Pvt. Ltd, (a wholly owned subsidiary of SBI) Circle Office Bengaluru invites applications (As per enclosed Annexures) for empanelment of Contractors (Civil/Interior/Electrical/ /Facility Management Services (Housekeeping)/Supply of Chairs, Air-Conditioners) for related works in State Bank of India branches/ offices/ residences situated all over Karnataka.

The application fees as detailed in page no.3 for respective categories should be paid through SBI Collect by using SBI Internet Banking web-site www.onlinesbi.com

Eligibility Criteria:

- (1) Experience of having successfully completed similar works for respective categories(single order) during last 7 years as on 31.07.2019 should be as per following:

Sr. No.	Description of quantum of works	Works up to								
		Up to Rs.10 Lakh	Up to Rs.25 Lakh	Up to Rs.50 Lakh	Up to Rs.100 Lakh	Up to Rs.300 Lakh	Up to Rs.500 Lakh	Up to Rs. 60 Lakh/Year (For facility Management)	Up to Rs.180 Lakh/Year (For facility Management)	Up to Rs.300 Lakh/Year (For facility Management)
1	Three similar work each costing not less than	4 Lakh	10 Lakh	20 Lakh	40 Lakh	120 Lakh	200 Lakh	24 Lakh/Year	72 Lakh/Year	120 Lakh/Year
2	Two similar work costing not less than	5 Lakh	12.50 Lakh	25 Lakh	50 Lakh	150 Lakh	250 Lakh	30 Lakh/Year	90 Lakh/Year	150 Lakh/Year
3	One similar work costing not less than	8 Lakh	20 Lakh	40 Lakh	80 Lakh	240 Lakh	400 Lakh	48 Lakh/Year	144 Lakh/Year	240 Lakh/Year

Definition of similar works – Related works done in/ Commercial/ Hospital/ Nationalized Bank/ Institutional Organization/ Large Private sector establishment/ PSUs/ Central/ State Govt. Department etc.

- (2) Higher category empanelled contractor can participate in the lower category tenders. However, lower category contractor cannot participate in the higher category tenders.
- (3) Must have a valid PAN, GST as applicable.
- (4) The average annual financial turnover of Contractors (Civil/Interior/Electrical/ /Facility Management Services (Housekeeping)/Supply of Chairs, Air-Conditioners) during last 3 years ending 31.03.2019 should not be at less than 30% of the Upper limit of the value of category in which they wish to get empanelled.
- (5) The Firm/ Agency/Organization should already have well established office in at least (01) within the State of Karnataka with sufficient numbers of Technical personnel at the time of submission for empanellment.
- (6) The applicant shall agree and authorize the SBIIMSPL to obtain the confidential report from the clients of the applicant, to obtain an idea about the quality of work executed and to obtain credit opinion from applicant's Bank.

- (7) In case of Electrical Contractors the firm should have a valid Electrical license issued by the competent authority of the Central/State Govt. for Electrical works as applicable to the respective category of Contractors.
- (8) **Additional criteria for supply of air-conditioners and maintenance:** Contractors should have valid authorization certificate issued by the AC manufacturing company only for sales/service of Hitachi/ Carrier/ Voltas/ Blue Star/ Daikin/ Mitsubishi Electric/ Toshiba/Panasonic/ LG/ Samsung make.

(9) **Additional criteria for IFMS (Integrated Facility Management Systems) :**

Sl.No.	Additional eligibility criteria of IFMS	Upto Rs.60Lakh/Year	Upto Rs.180Lakh/Year	Upto Rs.300Lakh/Year
1	Nature of Firm	All are eligible subject to fulfillment of eligibility criteria	All except proprietary firms subject to fulfillment of eligibility criteria	Only legally valid entity in the form of a Ltd. Company or a Pvt.Ltd. Co registered under the company Act 1956
2	Housekeeping staff on payroll	200	500	1000
3	Quality Certifications	Not necessary	Not necessary, preference will be given to ISO, SA-8000, OSHAS-18001 if any	Agency must have ISO, SA-8000, OSHAS-18001

(11) **Additional Criteria for Chair Vendors:**

All Products should necessarily be certified by Business & Institutional Furniture Manufacturers Association (BIFMA). Copy of the certificate to this extent should be enclosed without fail.

Applications complete in all respect along with relevant documents & in enclosed format duly superscribing “**NOTICE FOR EMPANELMENT OF CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/FMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/CHAIRS ETC.**” whichever applicable along with the Category applied for in sealed envelope should reach at the following address.

Vice President & Circle Head
SBIIMS, Circle Office,
3rd floor, New Annexe Building,
SBI, Local Head Office Campus,
No.65, St. Marks Road, Bengaluru- 560001, (Karnataka).

The SBIIMSPL reserves its right to accept or reject any or all the applications without assigning any reasons whatsoever there for.

INSTRUCTIONS TO ALL THE APPLICANTS CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/ CHAIRS ETC.

1. Intending applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing etc. in the enclosed form which will be kept confidential. The applications not accompanying online application fees for either of the categories are likely to be rejected at the sole discretion of SBIIMS. **Applicants found eligible for more than one category are requested to apply only for the higher category and will be considered for the lower category also.**
2. While deciding upon the empanelment of Firms/Organizations, great emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with Bank as well as other agencies.
3. Decision of the SBIIMSPL in regard to selection of Firms/Organizations will be final. The SBIIMSPL is not bound to assign any reason for acceptance/ rejection of any application.
4. Each page of the application shall be signed. 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).
5. If the space in the prescribed format is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the prescribed format and serial number. Separate sheets shall be used for each part. **However, the format shall be as per prescribed format.**
6. Applications containing false, incomplete and/or inadequate information are liable to be rejected. Also mere fulfillment of eligibility criteria does not guarantee selection.
7. While filling up the application, clarification, if any, may be obtained from the office of Vice President & Circle Head, SBI Infra Management Solutions Pvt. Ltd., State Bank of India, Local Head Office Campus, 3rd Floor, New Annexe Building, No.65 St. Marks Road, Bengaluru – 560001.
8. 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.
9. **Applicants/ Contractors/Suppliers, who are already empanelled with SBI and are on the present panel need to apply afresh and no separate intimation, will be given to them. Firm/Organizations empanelled in a category shall also be considered for works under categories below it.**

10. SBIIMSPL reserve its right to reject any/all the applications without assigning any reasons, whatsoever therefore. Incomplete/partly filled applications without relevant enclosures may not be considered for evaluation. Disputes, if any, regarding the empanelment shall be within the jurisdiction of Court in Bengaluru.
11. It will not be binding on the SBIIMSPL to invite all the empanelled vendors to participate in bidding for various works. SBIIMSPL may prepare a select list of Contractors/Manufacturer/Supplier out of the empanelled vendors to participate in the bidding process of a/any work.
12. SBIIMS is not responsible for the late receipt/ non receipt due to postal delay, strikes or any other reasons.

Signature of the Applicant with address & seal

EMPANELMENT OF CONTRACTORS (CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/ CHAIRS ETC.

(Please strike-off which is not applicable)

APPLICATION FORM

1	a) Name of the applicant/Firm/ Organization	
	b) Name of work applied for with Category	
	c) Full Postal Address of Firm Website:	
	d) Contact Details (i) Phone No. (ii) Mobile No. (iii) Fax No. (iv) e-mail Id	
	e) Application fee details Online payment receipt no. (Please enclose payment receipt alongwith the application form) Date	
2	Year of establishment Please enclose documentary evidence	
3	Constitution of Firm (Enclose certified copies of documents as evidence).	Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)

4	Name of the Proprietor/ Partners/ Directors of the organization/firm with qualification. Enclose certified copies of document as evidence.	
5	Name/s of authorized signatory/Directors/Partners with designation and contact no.	
6	Mode of Authorization Enclose certified copies of document as evidence	Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)
7	Details of registration with Registrar of Companies/ Registrar of Firms. Whether partnership firm, company, etc. Name of registering authority, date and registration number Enclose certified copies of document as evidence.	
8	Whether registered with Govt./Semi Govt/Banks/CPWD/Municipal Authorities or any other Public Organization and if so, in which class and since when ? (Enclose certified copies of document as evidence).	YES / NO
	Name of Organisation Category	
	No. & Date of Registration	
	Name of Organisation Category	
	No. & Date of Registration	
	Name of Organisation Category No. & Date of Registration	
9	No. of years of experience in the field and details of work in any other field.	

10	Yearly turnover of the organization during last 3 financial years (year wise). Turn over proof in the form of either Indian Income Tax Return Acknowledgement or Amount of service tax & GST paid year wise during the last 3 consecutive financial years, starting from 2017-18,2016-17 & 2015-16 in the form of 26AS/Form no 3CD or any other Govt. documentary proof	2015-16
		2016-17
		2017-18
		Average :
11	Banker's Details	
	(i) Banker's Name	
	(ii) Full Postal Address	
	(iii) Telephone No.	
	(iv) Account No.	
	(v) Type of Account	
12	PAN No.	
13	GST No.	
14	Whether registration/ license from Govt. authorities e.g., labour deptt, EPF, ESIC, etc are in place.	
15	Whether last three years IT returns filed	
16	Details of major works executed & completed during last 7 years.	Please fill up enclosed Annexure A & enclose copies of work completion certificates
17	Details of major works on hand	Please fill up enclosed Annexure B & enclose copies of LOI /work order / agreement
18	Details of Key Personnel Permanently employed.	Please also fill enclosed Annexure C
	(i) Technical Personnel	
	(ii) Other Personnel	

19	Furnish the names of -3- responsible persons along with their designation, address, Tele. No., etc., for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the quality as well as performance of your organization.	
20	Whether any Civil Suit/litigation arisen in works executed during the last 10 years. If yes, please furnish the name of the project, employer, nature of work, contract value, work order and brief details of litigation. Give name of the Court, place and status of pending litigation.	Attach a separate sheet if required.
21	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted.	
22	Whether the applicant possess valid Electrical Contractor's license for Electrical Installation Enclose documentary proof.	
23	Declaration regarding near relatives working in the Bank/ SBIIMSPL.	
24	Category and value of work in which Contractors (Civil / Interior / Electrical / Supply and maintenance of Air-Conditioners/IFMS (Housekeeping)/ Chair supplier.	
25	Award/Recognition, if any	

I/We have read and understood the Press notice, Empanelment Notice & this Application form along with Annexure and my/our firm full fills the ELIGIBILITY CRITERIA as described in the notice.

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

I/We are authorized to sign and submit these documents for Empanelment.

I /We understand that if at any stage it is found / noticed by / SBIIMSPL 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 SBIIMSPL 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 SBIIMSPL.

I/ We confirm that all the Rules prevailing in the state, the Labour Laws, Risk Insurance obligations, State & Central Government statutory requirements are complied by us.

I / We understand that this is merely an application & does not entitles us to be necessarily empanelled by the SBIIMSPL and SBIIMSPL reserves the right to reject all and / or any application without assigning any reason whatsoever.

SEAL OF THE FIRM
SIGNATORY)

(SIGNATURE OF AUTHORIZED

PLACE :

NAME :

DATE:

Note : Please enclose all the Annexures with relevant supporting documents.

ANNEXURE – A

(FOR CONTRACTORS – CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/ CHAIRS ETC.)

(Please tick whichever applicable)

LIST OF MAJOR WORKS EXECUTED AND COMPLETED DURING LAST 7 YEARS AS ON 31.07.2019:

Sr. No.	Name of work/project with addresses	Name & full postal address of the Client. Specify whether Govt. Under taking <i>along with name, address and contact Nos. of -2- persons (Executive Engineers or top officials of the organization).</i>	Contract amount (in Rs.) with copy of work order & completion certificate from project in-charge	Nature of Work	Stipulated time of completion (in months) Enclose clients certificate for satisfactory completion	Actual time of completion (in months)	Actual amount of the project cost, if increased, give reasons	Name & Address of Architect /Consultant	Remarks
1	2	3	4	5	6	7	8	9	10

(Enclose supporting documents)

(Add separate sheet if required)

Notes:

1. Information has to be filled up specifically in this format.
2. For certificates, the issuing authority shall not be less than an Executive in charge.

Name of Authorized signatory

Sign & seal of the applicant

ANNEXURE – B

(FOR CONTRACTORS – CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/ CHAIRS ETC.)

(Please tick whichever applicable)

LIST OF MAJOR WORKS ON HAND AS ON 31.07.2019:

Sr. No .	Name of work/project with address	Name & full postal address of the owner. Specify whether Govt. under taking <i>along with name, address and contact Nos. of -2- persons (Engineers or top officials of the organization)</i>	Contract amount (Rs.) with copy of Work Order from project in-charge	Stipulated time of completion (Months)	Present status of the project	Name & Address of Architect/consultant	Any other relevant information
1	2	3	4	5	6	7	8

(Add separate sheet if required)

Notes:

1. Information has to be filled up specifically in this format.

Name of Authorized Signatory

Sign & seal of the applicant

ANNEXURE – C

(FOR CONTRACTORS – CONTRACTORS FOR CIVIL/ INTERIOR/ ELECTRICAL/IFMS (HOUSEKEEPING), SUPPLIERS OF AIR-CONDITIONERS/ CHAIRS ETC.)

(Please tick whichever applicable)

DETAILS OF KEY PERSONNEL (PERMANENT EMPLOYEE), GIVING DETAILS ABOUT THEIR TECHNICAL QUALIFICATION & EXPERIENCE INCLUDING THEIR IN HOUSE ESTABLISHMENT

Sr. No.	Name of Prop., Partners, Directors, Employees having Technical Qualification	Designation	Age	Qualification	Experience	Nature of works handled	Name of the projects handled along with amounts	Date from which employed in your organization	Indicate details of experience for similar projects
1	2	3	4	5	6	7	8	9	10

(Add separate sheet if required)

Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

CHECK LIST
(FOR CONTRACTORS – CIVIL/ INTERIOR/ ELECTRICAL/AIR-CONDITIONERS/IFMS
(HOUSEKEEPING) /CHAIRS)
(Please tick whichever applicable)

Name of the Firm/Establishment :

Name of Work :

Category Applied for :

SR. NO.	PARTICULARS	SUBMITTED (Y or N)
1	Application Form	
2	Annexure A	
3	Annexure B	
4	Annexure C	

Name of Authorized Signatory

Date:

Place: