



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.
STATE BANK OF INDIA, CIRCLE OFFICE KOLKATA,
SAMMRIDDHI BHAWAN, 1, STRANDS ROAD,
KOLKATA-700 001

NOTICE INVITING e-TENDER

SBIIMS KOLKATA CIRCLE OFFICE INVITES E-TENDER ON BEHALF OF SBI
FOR

**INTERIOR FURNISHING & ALLIED CIVIL WORK FOR FALTA EPZ BRANCH RENOVATION
INCLUDING E-LOBBY: FLOOR AREA (2500 SQFT APROX.)**

THE SBI APPROVED CONTRACTOR EMPANELLED ON FOLLOWING CATEGORY.
INTERIOR FURNISHING & ALLIED CIVIL- (CAT-2b)/SBI/LHO/KOLKATA/2017

PART 'A' : TECHNICAL BID

Last date for submission of E- Tender : 15:00 hrs. (IST) on **16.05.2019**
Opening of E –Tenders : 16:30 hrs. (IST) on **16.05.2019**

Tender Submitted By :

Name of Vendor : _____

Address of Vendor : _____

GST No. of Vendor : _____

Date : _____

A.NOTICE INVITING e-TENDER

Sir,
SBIIMS Kolkata Office on behalf of **SBI** invites “online item rate e-tender” from the SBI empaneled vendors (**Kolkata Circle**) under **category- 2(b) & for Interior Furnishing & Allied Civil Work For Proposed FALTA EPZ Branch Renovation Including E-Lobby Through online e-Tender Portal <https://etender.sbi>** The other details are as under:

SI.N	Description-1	Description-2
1	Name & Nature of work	Interior Furnishing & Allied Civil For FALTA EPZ Branch Renovation Including E-Lobby
2	Time allowed for completion	60 days including Sundays and holidays. From date of issue of work order or date of handing over the site for execution of work whichever is later. Detail in Tender
3	Earnest Money Deposit	Rs 17,000.00 (Rupees Seventeen Thousand only) by means of Demand Draft (Valid for a period of 180 Days from the last date of submission of the tender) from scheduled Nationalized Bank drawn in favor of SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD. payable at Kolkata Under sealed envelope.
4	Cost of tender document	Rs. 2,000/- (Rupees Two Thousand Only) to be credited through State Bank Collect (SB Collect an efficient MIS report generation tool) only . The steps involved in making the payment is provided at Annexure-A. The receipt generated with reference no. to be submitted along with Technical bid. GST number of contractor to be mentioned on it.
5	Start for downloading of tender documents form Bank’s website	07.05.2019 from 5:00 pm
6	Last date & time for submission of Technical bid, EMD and cost of tender document.	16.05.2019 till 3:00 pm
7	Address at which Technical bid (hard copy) along with EMD & Cost of tender document has to be submitted.	Vice President & Circle Head SBI Infra Management Solutions Pvt. Ltd. Circle Office Kolkata LHO, Samridhi Bhawan, Block-D, 9th Floor, 1, Strand Road, Kolkata – 700001
8	Date and time of e-opening of Tender at SBIIMS, Circle Office address	16.05.2019 at 3.30 pm
09	Liquidated Damages	0.50% of contract amount per week subject to max. 5% of contract value or final bill value whichever is higher.
10	Defects liability period	12 months from the virtual completion of work.
11	Validity of offer	90 days from the date of opening of price bid
12	Initial Security Deposit	2 % of the contract value including EMD amount.
13	Total Security Deposits	5% of the contract value including the EMD amount.
14	Approximate Estimated	Rs 16.78 Lakh + Applicable GST

	Cost for the project	
15	Documents Required to be submitted with Technical Bid at SBIIMS Circle Office	1. EMD as prescribed 2. Tender Document Cost as prescribed 3. Empanelment letter of SBI 4. Process Compliance statement as per Annexure-II of NIT
16	Submission of online Technical and Price Bid	As prescribed in Bank's online tender portal https://etender.sbi
17	CORRIGENDUM	All the Corrigendum will be uploaded in Bank's online portal https://etender.sbi only
18	For e-Tender related queries	Service provider: M/s. E-procurement Technologies Limited (abc procurement/ Auction Tiger) , B-705, Wall Street- II, Opp. Orient Club, Ellis Bridge, Near Gujarat College, Ahmedabad- 380006, Gujarat Help Desk: Contact Persons: Geeta Goutam, M: +91 6354919566 T:+917968136814 Email:geeta@auctiontiger.net Sujith Nair (Shark ID – ~SUJITHN) Sr. Executive – Implementation & Support e-Procurement Technologies Limited Contact: sujith@eptl.in Phone: +91-79-68136857 6863 6835 6829 6831 6840 (Mon-Fri working Hours 10 AM to 7 PM) (Sat working hours 10AM to 4PM)

	Notes:
a)	All contractors who are em-paneled with SBI Bengal Circle in the specific category are only eligible for the above mentioned work.
b)	Any abnormal increase from the quoted price / cost will not be acceptable.
c)	The Bank reserves the right to reject any or all the tenders without assigning any reason.
d)	If the L1 bidder quotes abnormally low (below 15% of the estimated cost), he will be required to furnish a Performance Guarantee Bond and Additional Security Deposit amounting to the Difference between Estimated and Quoted Amount which will be released after successful completion of Defect Liability Period.
e)	Electronically Sealed e-tenders are invited from the Bank's Empanelled Contractors having experience in the specific category in two parts, i.e. Cover – I and Cover –II separately Sealed tenders in two parts i.e. cover-I and cover- II are to be submitted online on the website https://etender.sbi ** No bid shall be accepted offline. (a) Cover-I (Technical Bid): Techno-commercial envelope called "Electronic Format of Technical Bid" shall contain the Electronic form of Technical Bid . Cover-I will be opened as per above mentioned date & time in the presence of Tenderers who desire to attend. The tenderers can view the Tender opening details through their respective log in Ids on the above mentioned e-tender portal (Website).

	<p>(b) Cover-II (Price Bid): Shall contain the Electronic format of Price Bid. No condition/ stipulation in Cover-II other than unconditional general rebate shall be accepted.</p> <p>Cover-II (Price Bid) will be opened only of those bidders who are successfully in Technical Bid (Cover- I) after through scrutiny. The tenderers can view the Tender opening details through their respective log in ids on the above mentioned e-tender portal (Website).</p>
f)	The Bidder is expected to examine all instructions, forms, terms and specifications in the bid documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.
g)	In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.
h)	The Bank reserves the right to reject all tenders without assigning any reason whatsoever.
	<u>E-TENDERING INSTRUCTIONS TO BIDDERS</u>
	<p>General</p> <p>State Bank of India hereby publish the TENDER on e-tendering Portal (Website) https://etender.sbi in Electronic mode hereinafter referred as "e Tendering" and TENDER will be hereunder called as "e-Tender". The e-tender published online through above portal (website) consisting of standard tender conditions, specifications, schedule of quantities, drawings (if any) for above referred work. Please note that copy of the above e-tender can be downloaded from above portal (website) and should be mandatorily submitted in Online Electronic Mode hereinafter referred as "Online Offer". The submission of Online offer duly Encrypted & Digitally signed on above portal should be in prescribed Electronic Forms (Online) available on above portal for respective tender in Online Envelope(s) on or before As per the key Dates mentioned in the Tender Notice in this document and online portal for above tender .</p> <p>Instructions</p> <p>1. Tender Bidding Methodology:</p> <p>Electronically Sealed Bid System – One Stage - Two Envelopes', 2nd Stage- opening of Financial-part.</p> <p>2. Broad outline of activities from Bidders prospective:</p> <ol style="list-style-type: none"> 1. Procure a Digital Signing Certificate (DSC) 2. Register on the e-Procurement portal https://etender.sbi (The contractors need to upload scan copy of their valid empanelment letter in the portal otherwise their registration would be cancelled) 3. Create Users and assign roles on the above portal 4. View Notice Inviting Tender (NIT) on the above portal 5. Download Official Copy of Tender Documents from the above portal 6. Clarification to Tender Documents on the above portal 7. Bid-Submission on the above portal 8. Attend Public/Limited Online Tender Opening Event (TOE) on the above portal – Opening of Technical-Part 9. Post-TOE Clarification on the above portal (Optional) – Respond to SBI's Post-TOE queries 10. Attend Public/Limited Online Tender Opening Event (TOE) on the above portal – Opening of Financial-Part (Only for Technical Responsive Bidders) 11. Participate in e- on the above portal <p>For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.</p> <p>3. Digital Certificates</p>

For integrity of data and authenticity/ non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC). also referred to as Digital Signature Certificate (DSC), of Class II or above, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

4. Registration

To use the Electronic Tender portal <https://etender.sbi>, vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-a-vis Authorised Signatory who will be the main person coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site.

Note: After successful submission of Registration details please contact to the Helpdesk of the portal to get your registration accepted/activated.

Help Desk: Contact Persons: Geeta Goutam, M: +91 6354919566 | T: +91 79 68136814 Email:geeta@auctiontiger.net

Sujith Nair (Shark ID – ~SUJITHN) | Sr. Executive – Implementation & Support e-Procurement Technologies Limited Contact: sujith@eptl.in | Phone: +91-79-68136857 | 6863 | 6835 | 6829 | 6831 | 6840 (Mon-Fri working Hours 10 AM to 7 PM) (Sat working hours 10AM to 4PM)

5. Bidding related Information for this Tender (Sealed Bid)

The entire bid-submission would be online on the portal. Broad outline of submissions are as follows:

- Submission of Bid Security/ Earnest Money Deposit (EMD) & Cost of Bid Document
- Submission of digitally signed copy of Tender Documents/ Addendum
- Power of Attorney
- Two Envelopes
- Technical-Part
- Financial-Part

Each of the above electronic envelopes consists of Main bid and Electronic form (both mandatory) and bid Annexure (Optional).

NOTE: Please note that above e-Tendering system is an automatically time locked system which will be locked immediately as soon as due date and time is over and will not accept any offer after that. So, the tenderers are strictly advised to do their process well before the due date and time to avoid any such instances.

6. Tender Opening Event (TOE)

The e-Procurement portal offers a unique facility for 'Public/Limited Online Tender Opening Event (TOE)'. Tender Opening Officers as well as authorized representatives of bidders can attend the Public/Limited Online Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized are requested to carry a Laptop and Wireless Connectivity to Internet. Every legal requirement for a transparent and secure 'Public/Limited Online Tender Opening Event (TOE)' has been implemented on the portal. As soon as a Bid is decrypted with the corresponding 'Pass-Phrase' as submitted online by the bidder himself (during the TOE itself), salient points of the Bids are simultaneously made available for downloading by all participating bidders. The tedium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Public/Limited Online Tender Opening Event (TOE)'. The portal has a unique facility of 'Online Comparison Chart' which is dynamically updated as each online bid is opened. The format of the chart is based on inputs provided by the Buyer for each Tender. The information in the Comparison Chart is based on the data submitted by the Bidders. A detailed Technical and/ or Financial Comparison Chart enhance Transparency. Detailed instructions are given on relevant screens. The portal has a unique facility of a detailed report titled 'Minutes of Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/ Downloading'. There are many more facilities and features on the portal. For

a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.

IMPORTANT NOTE: In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public/limited tender opening event, it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement/eauction service-provider's end (in the server, leased line, etc) due to which all the bidders face a problem during critical events, and this is brought to the notice of SBIIMS by the bidders in time, then SBIIMS will promptly re-schedule the affected event(s).

7. Minimum Requirements at Bidders end

In order to operate on the electronic tender management system, the user's machine is required to be set up. The machine must have running XP service Pack 3 or higher version of Windows like Vista or Window 7. Also need to install Mozilla Fire fox web browser and latest Version of Java.

Sd/-

**Vice President & Circle Head,
SBI Infra Management Solutions Pvt Ltd,
Circle Office - Kolkata**

PROCESS COMPLIANCE STATEMENT (ANNEXURE I)

(The bidders are required to print this on their company's letter head and sign, stamp and submit with technical Bid)

To,

M/s. E-procurement Technologies Limited

AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE INTERIOR FURNISHING & ALLIED CIVIL FOR FALTA EPZ BRANCH RENOVATION INCLUDING E-LOBBY

This has reference to the Terms & Conditions for the E-tendering mentioned in the Tender document

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the E- tendering as mentioned in RFP of SBIIMS Pvt. Ltd. as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the E-tendering tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBIIMS Pvt. Ltd. and **M/s. e-Procurement Technology**, shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-E-tendering platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the E- tendering event.
- 5) We confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.
- 6) We, here by confirm that we will honour the Bids placed by us during the E-tendering process.

With regards,

Date:

Signature with company seal Name: Company

/ Organization:

Designation within Company / Organization:

Address of Company/Organization: