TENDER ID	AHM201911004
DATE	15.11.2019



SBI INFRA MANAGEMENT SOLUTIONS PVT.LTD. STATE BANK OF INDIA, 3RD FLOOR, LOCAL HEAD OFFICE, BHADRA, LALDARWAJA,AHMEDABAD-380001

TENDER ID: AHM201911004

SBIIMS INVITES TENDERIN TWO BID SYSTEM ON BEHALF OF SBI FOR PROPOSED COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OFELECTRICAL AND ALLIED WORKS ATTOTAL 55 NOS, ATM LOCATIONS (AS PER LIST ENCLOSED) OF STATE BANK OF INDIA, REGIONAL BUSINESS OFFICE- 1 & 9, GANDHINAGAR FROM SBIIMS, AHMEDABAD EMPANELLED ELECTRICAL CONTRACTORS UNDER CATEGORY UP TO RS. 5.0 LAKH AND ABOVE

<u>TECHNICAL BID (COVER-A)</u>

TENDER SUBMITTED BY:

:

:

:

NAME

ADDRESS

DATE



NOTICE INVITING TENDERS

SBIIMSonbehalfofSBlinvites tenders in two bid systemfrom the SBIIMS, Ahmedabad Empaneled Electrical contractors under appropriate category for the captioned work.

The details of tender are as under:

S.No.	Description		
1.	Name of work	Comprehensive annual maintenance contract of Electrica and Allied works at Total 55 Nos. ATM locations (as per list enclosed) of State Bank Of India, Regional business office – 1 & 9, Gandhinagar.	
2.	Nature of Work	Annual maintenance contract work	
3.	Time allowed for completion	N.A.	
4.	Application Fees Earnest Money Deposit	 N.A. Rs. 1,000/- Application fees should be paid through SBI Collect only by using SBI Internet Banking web- site www.onlinesbi.com (Detailed flow chart about how to pay tender fees online mentioned below at page no. 5). Online fees payment receipt should be enclosed with the Technical Bid. Application received without online application fees payment receipt sha be rejected. Rs. 2,500/- (TwoThousand Five Hundred only) b means of Demand Draft / Banker's Cheque (Vali- for a period of 90 Days from the last date of submission of the tender) from any schedule Nationalized/Scheduled Bank drawn in favour of SE Infra Management Solutions Pvt. Ltd. and payabl 	
6.	Initial Security Deposit	at Ahmedabad) 2% of contract amount	
7.	Total Security deposit	5% of the final bill amount including ISD.	
8.		r 15.11.2019 to 26.11.2019 at <u>www.sbi.co.in</u> runder <link/> procurement news. s	



9.	Last date & time for	24 11 2010 by 2 00 DM
9.		20.11.2019 Dy 3.00 Pivi
	submission of Technical bid,	
	EMD and Application fess in	
	sealed cover-A & Price Bid in	
	sealed cover-B	
10.	Address at which Technical bid	Circle Head & Vice President (Civil),
	(hard copy) along with EMD	SBI Infra Management Solutions Pvt. Ltd.
	& Application Fees& Price Bid	Third Floor, SBI, LHO, Bhadra, Laldarwaja
	in sealed cover has to be	
	submitted	
11.		26 11 2010 at 2:20 DM
11.	Date and time of opening of	
	Technical bid& Price Bid at	
	SBIIMS, Circle Office address	
	mentioned at Sr. No.10	
10	Data 9 time for	Not applicable
12.		Not applicable
	submission of online indicative	
10	price bid.	
13.	1 5	NA
	ofonline indicative price bid.	
14.	Date & time for e-reverse	NA.
1.5	auction	
15.	Validity of offer	90 days from the date of opening of Price-bid
16.	Value of Interim Certificate	NA

17. The contractor shall submit the tender in two bid system kept in separate covers.

Part A- Technical bid cover shall contain the following documents:

- a. Forwarding letter.
- b. NIT cum draft tender stamped and signed on each paper.
- c. Bill of quantities without filling rates with stamped and signed on each paper.
- d. Receipt of online payment of Rs. 1,000/- (Rupees one thousand only) as an application fee (Non-refundable) asmentioned in NIT.
- e. Banker cheque/ DD of Rs. 2,500/- (Rupees Two Thousand Five Hundred only) as EMD (Refundable) favoring SBI Infra Management Solutions PV. LTD, payable at Ahmedabad.

Part B- Financial bid cover shall contain the Price bid only.

Both the covers shall be kept in a large cover and it shall be send to the address as mentioned in Para 10 above.



18. Tenders can be downloaded from the bank's website <u>www.sbi.co.in</u>(link) < Procurement News>. It shall be responsibility of the contractor to arrange and ensure that all pages of technical and financial bid are properly bound separately. Tenders in loose pages may be disqualified.

19. The contractor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages.

20. No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before opening of the price-bid.

21. The SBIIMS reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.

22. Tendersreceived without EMD and Application Fees shall be summarily rejected and price bids of such tenders shall not be opened.

23. 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.

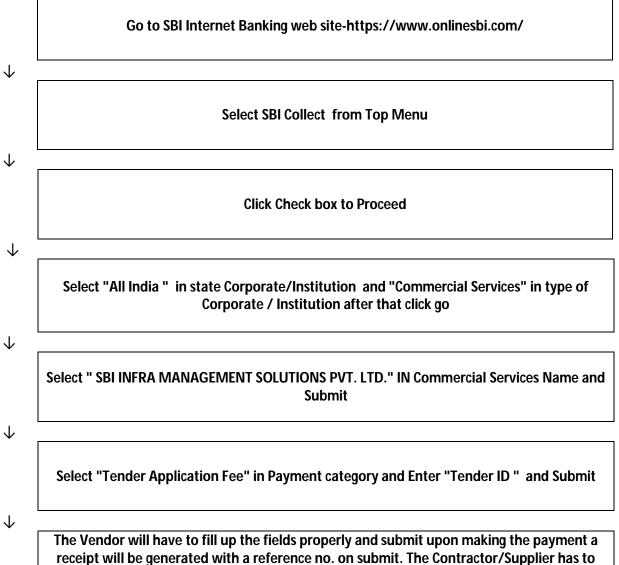
24. SBIIMS has the right to accept / reject any / all tenders without assigning any reasons and no correspondence shall be entertained in this regard.

Yours Faithfully,

Circle Head & Vice President (Civil)



HOW TO MAKE ONLINE APPLICATION FEES



enclose the online payment receipt along with the empanelment application.



To, The Circle Head & VP (Civil), Circle Office, SBI Infra Management Solutions Pvt. Ltd., Ahmedabad- 380001.

Dear Sir,

Having examined the detailed scope of work and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating tender, I/We hereby offer to execute thereto as affecting the the works specified in the said memorand umat the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the detailed scope of work and instructions in writing referred to in conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as provided for are by, and in all other respects in accordance with such conditionss of a rast hey may be applicable.

N	
Description of work	Comprehensive annual maintenance contract of Electrical and Allied works at Total 55 Nos. ATM locations (as per list enclosed) of State Bank Of India, Regional business office – 1 & 9, Gandhinagar.
Earnest Money	Rs. 2,500/- (Rupees TwoThousand Five Hundred only) by means of Demand Draft / Banker's Cheque (Valid for a period of 90 Days from the last date of submission of the tender) from any scheduled Nationalized/Scheduled Bank drawn in favour of SBI Infra Management Solutions Pvt. Ltd. and payable at Ahmedabad)
Total Security deposit	Interest free total security deposit of 5% of the tender amount during the contract period. The TSD will be returned to the contractor after completion of the contract period.
Time allowed for completion of the Works from the date of written order o date of handing over of the sit (whichever is later)to commence the work	e

MEMORANDUM

I/Wehavedepositedasumof**Rs. 2,500 /- (Rs. Two Thousand Five Hundred only)** as Earnest Money with the SBIIMS which amount is not to bear any interest. Should I / We fail to complete the formalities or execute the Contract when called upon to do sol/ We do hereby agree that this sum shall be forfeited by me/us to SBI Infra Management Solutions Pvt. Ltd.

1) Our Bankers are: i)



ii)

The names of partners of our firm are: i)

ii)

Name of the partner of the firm Authorized to sign

Or

(Name of person having Power of Attorney to sign the Contract.) (Certified true copy of the Power of Attorney should be attached)

Yours faithfully,

Signature of Contractors.

Signature and addresses of Witnesses

i)



Annexure-I

GENERAL TERMS AND CONDITIONS

1. DEFINITIONS:

In construing these conditions and specifications, schedule of quantities and contract agreement, the following works shall have the meaning herein assigned to them except where the subject or context otherwise requires:

- a) SBIIMSPL shall mean The SBI Infra Management Solutions Pvt. Ltd (a wholly owned subsidiary of SBI).
- b) "Employer/Owner" means The State Bank of India, Ahmedabad- 380 001 on whose behalf tenders are invited and includes its legal representatives.
- c) "Contractor" means the person or persons, firm and company whether incorporated or not, employed as contractor by the Employer for undertaking the work and shall include Contractor's representatives, successors, legal heirs and permitted assigns.
- d) "Contract" means the documents forming the tender and acceptance those of and the Contract Agreement between the State Bank of India and the contractor, if executed together with the documents referred to therein including the terms and conditions, general and special specifications/conditions, designs, financial bid, schedule of quantities and instructions issued from time to time by the consultant/SBIIMSPL Officer incharge and all these documents taken together shall be deemed to form one contract and shall be complimentary to one another
- e) "Contract Price" means the sum named in the Letter of Acceptance subject to such additions or deductions there from as may be made under the terms of the Contract.
- f) "Works" means the work to be executed in accordance with the contract.
- g) "Temporary Works" Means all temporary Work of every kind required for the execution of the works by the contractor.
- h) "Specifications" means the specification annexed to or issued with the tender and any modification thereof or additions thereto as may be from time to time furnished or approved in writing by theConsultants/Employer.
- i) "Approved" means approved in writing, including subsequent written confirmation of previous verbal approval and "approval" means approval in writing including asaforesaid,
- j) Witten notice shall be deemed to have been duly served if delivered in person to the individual or to a member of the firm or to an office of the corporationforwhomitisintended,orifdeliveredatorsentbyregistered

Name of Bidder/Co.Name:....



mail to the last business address known to him who gives the notice or throughemail.

- k) Bidder shall mean the firm who participates in the tender and submits itsBid.
- I) Bid/ Proposal shall mean the Bid submitted by the Bidders in response to this tender.
- m) Successful Bidder: The Bidder who inter alia meets the following requirements
 - i. meets the Technical and Financialcriteria;
 - ii. whose Bid Proposal are acceptable to the SBIIMSPLand
 - iii. adheres / consents to all other conditions laid bySBIIMSPL.
- 2. SINGULAR ANDPLURAL

Words importing the masculine gender or singular number shall also include the feminine gender and plural and vice versa where the context so requires.

- 3. The consultant, if appointed by SBIIMSPL, shall be the owner's representative. The consultant shall periodically visit the site to familiarize himself generally with the progress and the quality of the work and to determine in general if the work is proceeding in accordance with the contract document During such visits and on the basis of his observation while at the site he shall keep the owner informed of the progress of the work shall endeavor to guard the owner against defects and deficiencies in the work of the contractor and he shall condemn work which fails to conform to the Contract Document. He shall have authority to stop the work whenever such stoppage may be necessary in his reasonable opinion to ensure the proper execution of thecontract.
- 4. The AMC will cover all Electrical works as below including material:
 - a) Data cabling with I/O,
 - b) Electrical wiring with switches and cabling,
 - c) SITC of LED Light fixtures as and when required,
 - d) Telephone wiring,
 - e) Sign board maintenance,
 - f) UPS DBs / Electrical DBs maintenance,
 - g) Earthing checking and maintenance,
 - h) Patch cord replacement if needed as and when required.
- 5. The AMC will also cover furniture, main door and false cealing works as and when required.
- 6. During the period of contract the vendor company will be responsible for proper and consistent functioning of all Electrical & Furniture items except UPS in all ATM premises.
- 7. No advance payment will be made by the Bank. The quarterly maintenance payment will be made to the AMC holder on successful completion of each quarter (03 months) maintenance services and on submission of the bill in



duplicate along with satisfactory report from the concerned deptt./ occupants on the quoted rates as approved by theSBI.

- 8. Bidder is advised to visit the all ATM sites before quoting the price.
- 9. The bidder is advised to acquaint himself with the job involved, examine site conditions, labor, power, water, material availability, transport, communication facility, environmental regulation, laws & bye laws of statutory bodies and collect all information that is necessary for preparing the bid and for entering into a contract. The cost of visiting the site and collecting information for the purpose of the bid shall be on bidder'saccount.
- 10. While submitting the quotation, the bidder will be deemed to have accepted, understood and accepted all the terms and conditions stated in this document and no change, whatsoever will be entertained by SBIIMSPL
- 11. The ATM Premises shall be taken over for AMC contract on "as is where is" installed basis. The AMC of newly purchased items shall be considered/given in AMC only after expiry of warranty period.
- 12. The contractor shall ensure that all Electrical and allied items with furniture are in proper working conditions throughout the contract period.
- 13. SBIIMSPL reserves the right to give any or all the items in AMC. And also during AMC period, the item can be deleted/added.
- 14. If any item become unserviceable, SBI may get it repaired/replaced at a maximum of cost of repaired/replacement of same or equivalent equipment from open market and the cost of the same will be deducted from the quarterly AMCpayments.
- 15. No interest will be paid on EMD amount or security deposit. The EMD will be forfeited, if bidder withdraws his bid during the period of bidvalidity.

Name of Bidder/Co. Name:



- 16. Any bid received by the SBIIMSPL after the prescribed date and time for submission will be returned unopened to the bidder.
- 17. The contract will be awarded to the bidder whose bid has been determined and found to be eligible and to be substantially responsive to the bid documents and who has offered the lowest evaluated bid of bill of quantity, provided further that the bidder has the capability and resources to effectively carry out the contract works.
- 18. The contract is initially for a period of 12 months from the date of its award and may be extended for further period of 12 months on mutual consent on the same rates, terms and conditions.
- 19. SBIIMSPL reserves the right to reject or to accept any quotation, in whole or in part, without assigning any reason what so ever.
- 20. SBIIMSPL reserve the right to cancel the contract at any time in case of unsatisfactory services provided by the vendor during the currency of contract by giving 30 days' notice. SBIIMSPL's decision shall be final in this regard and the security deposited will be forfeited.
- 21. **Clarifications:** All clarification regarding the purchase/bid should be sought in writing, from

Deputy Manager (Electrical) SBI Infra Management Solutions Pvt. Ltd. State Bank of India 5th Floor, Admin. Office Building, Sector -10B, Opp. New Sachivalaya, Gandhinagar - 382010 Contact: 76000 35303

Clarifications can be sought up to the last date of submission of tender.

Name of Bidder/Co.Name:....

Ruiding SBI

Annexure-II

OTHER TERMS & CONDITIONS OF COMPREHENSIVE CONTRACT

1. SCOPE OF SERVICE

The scope and nature of services to be provided by the contractor shall include scheduled preventive maintenance services which cover periodic and break down servicing, along with replacement of defective spare parts and other consumables, if required during the contract period. The rate quoted for services shall also include the charges for routine maintenance service which shall include at least the following services:

Checking and servicing of the ATM Premises three times in a year

- 1. Checking operation & controls of all Electrical installations, data cabling, telephone cabling and wirings.
- 2. Checking and ensuring proper earthing in the ATM in all DBs.
- 3. Repairing / Changing all faulty electrical parts etc. whenever / wherever required.
- 4. Cleaning and maintenance of All electrical DBs ,Panel and light fixtures in ATM Premises.
- 5. Cleaning and maintenance of ATM sign board.
- 6. Repairing / replacement of door closer whenever / wherever required.
- 7. Repairing of false cealing / furniture items whenever / wherever required.
- 8. The AMC amount per ATM site is with Transportation charges, all other taxes & Excluding GST .
- 9. It dose not cover any damages due to short circuits , Natural disasters and sabotage.
- 10. PVA clause will not be applicable to the contract.
- 11. In casesome site if required & will be close / removed AMC will be terminated automatically from the date of closer of the site.

Attending to any breakdown call made immediately on receipt of verbal/written complaint during office hours on all days except Sunday and National Holidays. The time for rectification of defect shall not exceed 2-3 hours in any case.

The servicing and maintenance shall be carried out without disturbing the normal functioning of the ATM after obtaining the prior permission from the Bank's concern officials / Branch Manager.

The history sheet of servicing/breakdown repairing of each and every unit shall be maintained and submitted to the Bank's Engineer after every quarter or as and when asked by the Bank's Engineer. The copy of report shall be submitted along with the bill subsequent to the servicing activity.

Name of Bidder/Co.Name:....



2. DURATION OF CONTRACT

The contract would be initially for a period of 12 months from the date of commencement of work. It can be extended further for 12 months on the same terms and conditions subject to satisfactory performance of the contractor.

3. SECURITY DEPOSIT

The successful bidder shall pay interest free an amount equivalent to 5% of accepted bid amount on acceptance of tender, as Security Deposit. The amount cannot be utilized by contractor towards adjustment of any liability of the contractor.

In case of default on the part of contractor to perform and observe any covenant, conditions and provisions herein contained, it shall be lawful for SBIIMSPL in its absolute discretion to forfeit the whole of the security deposit or a part thereof without prejudice to any other right or remedy that may be available to it against the Contractor under this agreement, for such breach.

The security deposit will be refunded only after satisfactory fulfilment of the contract. In case the contractor abandons the contract or leaves the contract unperformed, the Security Deposit is liable to be forfeited.

4. ATTENDINGCOMPLAINTS

The contractor shall provide services of an expert Technitian & helper having knowledge and experience in the above subject work as stated under-price bid on daily basis at address given in NIT of SBI, Ahmedabad from 9.00 a.m. to 6.00 p.m. on all working days (excluding Sunday and National Holidays).

If the contractor fails to maintain the required manpower, SBI / SBIIMSPL is empowered to deduct as penalty at the rates indicated below from their bill:

- 1. Technician Rs.1000/- per day.
- 2. Helper Rs. 500/- per day.

The contractor is also required to work on holidays in case of need for which no extra payment shall be made. Complaint register must be maintained and will be produced before the Branch Manager/Department in charge/Estate Department. The contractor will submit bill once in a quarter reported with documentary proof for which will be paid within seven days. The contractor shall be wholly responsible for theft, burglary, fire or any other mischievous done by his staff.

Name of Bidder/Co.Name:....



5. UNSATISFACTORY PERFORMANCE

If the performance of the contractor is not satisfactory and he fails to attend the complaints in time as stipulated in the tender, fails to attend the complaint to any of the works as contained in the scope of work, recovery from his bills will be made. The decision of the SBI / SBIIMSPL in respect of the magnitude of non-performance and its recovery thereof shall be binding on the contractor.

The contractor shall be responsible for the acts and deeds of its staff. SBIIMSPL will in no way be responsible for violation of any applicable law, rules and / or other loss caused either by the contractor or its staff.

SBIIMSPL reserves its right to recover from periodical payments to be made to the Contractor, any loss or damage that may be caused to the equipment, machinery, building or any other property of SBI by negligence or any other reason whatsoever by the Contractor.

The contractor shall be bound to maintain service record of complaints received and attended by his staff. The Staff will be under the control and supervision of the Contractor including their performance and discipline.

The Contractor shall be responsible to comply with the provisions of all the applicable laws and other enactments and amendments made thereto, from time to time and the labor laws as may be in force and applicable.

None of the staff of the contractor shall be liable to claim any sort of employment with SBI.

The Contractor shall ensure that the workmen employed are medically fit and in sound mind and health.

The contractor would ensure that his staff must have Identity cards to enter the premises of the SBI for due performance of duties.

SBIIMSPL expects that contractor to ensure that his staff should maintain polite and courteous behavior.

The contractor should ensure that his staff should not be under the influence of liquor or any other such substance while on duty and any damage caused by such of the contractor's employee will be borne by the contractor.

 POLICE VERIFICATION AND COMPLIANCE OF SECURITY REQUIREMENTS: The contractor will ensure that its staff must have Security Passes / Identity Card to enter the premises of the SBI to attend the duties. The staff should be polite and courteous.

Name of Bidder/Co. Name:....



The contractor will ensure that his staff should not be under the influence of liquor while on duty and any damage to the SBI property will be borne by the contractor.

The contractor shall take out workman Compensation Policy covering the entire workman and submit it to the SBI. This policy should be in the Joint name of SBI and Contractor. The insurance should cover the period of contract.

7. PAYMENTTERMS:

No advance payment will be made by the Bank. The maintenance services payment will be made on quarterly basis after deducting the TDS and other eligible taxes on submission of ATM site visit report to RBO (Bank). The contract amount shall be inclusive of all materials, taxes, levies etc. but excluding the GST.

No escalation shall be granted on any account over the rates quoted in the tender.

8. TERMINATION:

SBIIMSPL would be at the liberty of terminating the agreement by giving the contractor a written notice of one clear month.

9. GENERALINSTRUCTIONS:

All entries in Tender Documents must be made in English. They must be hand written in INK and must not be TYPED.

Tenderer should quote in figures as well as in words the rates tendered. Special care must be taken in writing the rates in figure as well in words to avoid the possibility of interpolation. Erasures and alterations must be avoided, but if made unavoidable, the wrong figures and words must be neatly scored out under the full signature of the Tenderer and the correct figures and words neatly re written but not overwritten. OVERWRITING IS NOTPERMITTED.

In the event of any discrepancy between the rates quoted in words and the rates in figures the former shall prevail. Similarly if rates are written in Hindi & English, the English words shall prevail.

Contractors are requested to note that if they have got firms in different name, they should submit the quotations in the name of only one firm.

The tenderer shall bear all the expenses in connection with the submission of tender. All the pages of tender documents should be signed and stamped by the tenderer.

The tenderer whose tender is accepted is bound to execute a formal agreement with the SBI.

Name of Bidder/Co.Name:..... Signature of Bidder withSeal



THIS AGREEMENT madeonthis ______dayof ______between The State Bank of India (hereinafter "the Purchaser") of one part and "<Name of Seller>" (hereinafter "Contractor") of the otherpart:

WHEREAS the Purchaser is availing the service for the maintenance of Electrical and allied works in ATM Premises and has accepted a bid by the Contractor for the services for the maintenance of Electrical and allied works in the sum of

_____(Contract Price in Words and Figures) (Hereinafter "the ContractPrice").

NOW THIS AGREEMENT WITNESS THE AS FOLLOWS:

In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement viz,

- The Conditions of Contract
- The Purchaser's AwardLetter
- General Terms and conditions
- Scope ofwork
- ✤ BOQ

Whereas the vendor has deposited DD of Rs.....)- (Rupees) with the SBI as security money for the performance of the agreement.

NOW IT IS HEREBY AGREED AS FOLLOWS:-

1. In consideration of the payment to be made to the vendor as herein provide he shall upon & subject to the said conditions execute and complete the work shown upon the said conditions and schedule of quantities.

2. SBI shall pay the vendor such sums as shall become payable hereunder at the kinds and in manner specified in conditions.

3. The said conditions shall be read and form part of the agreement and parties will hereto respectively abide by/submit themselves to the conditions and stipulation and perform the agreement on their part respectively as contained in suchconditions.

4. It is also agreed that SBIIMSPL may in the event of termination of contract as provided herein, having regard to exigencies of matter, arrange maintenance/repair/replacement of parts etc. in discretion from any other source/agency from the date of notice. In the event of termination of contract for non-satisfactory performance of the contract, the security



deposit made by contractor shall stand forfeited. SBI is not liable to pay any interest on the security deposit made by the contractor.

5. The Annual service contract includes preventive maintenance service during the year and any nos. of breakdowncalls.

6. All the disputes arising out of or in any ways connected with this agreement shall be deemed to have arisen in Ahmedabad & only in the Courts in Ahmedabad shall have jurisdiction to determine thesame.

7. The contract has been carefully read by us and fully understood byus.

Signed, Sealed	Signed, Se	ealed	and	Delivered	for	
Bank of India" by it's constitutedAttorney					by	
					it'sconst	titut
		edAttorney				
Signature		Signature				
Name		Name				
Designation		Designation				
Address		Address				
Company		Company				
Date		Date				
Company		Company				
Seal		Seal				
Witness I		Witness II				
Cianatura		Ciapatura				
Signature		Signature				
Name		Name				
Designation		Designation				
Address		Address				
Company		Company				
Date		Date				

Name of Bidder/Co.Name:..... Sigr



PRICE- BID

(Not to be filled by contractor)

Bill of quantity for Comprehensive annual maintenance contract of Electrical and Allied works at Total 55 Nos. ATM locations (as per list enclosed) of State Bank Of India, Regional business office – 1 & 9, Gandhinagar.

Sr. No.	Total Number of ATM Locations	Annual rate of comprehensive AMC per ATM Location in RS.	Total Annual Amount (₹)
1.	55		
Grand Total			

Amount in Words:

(GST shall be paid extra at applicable rate as per actual)

Submitted by:

Signature:

Name:

Name of Bidder/Co.Name:....