

**TENDER ID : PAT201908010**

**SBI INFRA MANAGEMENT SOLUTIONS PVT LTD**

**(WHOLLY OWNED SUBSIDIARY OF SBI)**

**PATNA CIRCLE OFFICE**

**INVITES TENDERS ON BEHALF OF SBI PATNA CIRCLE**

**Contractors who are on the panel of SBI Patna Circle(LHO) in electrical work in the category 'AAA', 'AA', 'A', 'B', 'C' 'D' and 'E' are only eligible.**

**(Contractors should submit proof of the same)**

**FOR**

**FINALISATION OF UNIT RATES OF ITEMS OF INTERIOR ELECTRICAL WORK RELATED TO THE RENOVATION OF BRANCHES AS PER UNIFORM LAYOUT, COLOUR SCHEME & ELEVATION OF BRANCHES OF SBI UNDER PATNA CIRCLE**

**NOTE : NON-PARTICIPATION IN THE TENDER PROCESS WILL BE VIEWED SERIOUSLY BY THE BANK/SBIIMS EVEN DEBAR FROM THE LIST OF EMPPANELLED CONTRACTORS. MOREOVER, THIS WILL BE TREATED AS UN-WILLINGNESS FOR THE BANK/SBIIMS WORK AT THE TIME OF RECAST THE PANEL OF CONTRACTORS IN NEAR FUTURE.**

**Last date of submission of Tender : Up to 3.00 P.M(IST) on 29.08.2019**

**Opening of Tenders : 3.30 P.M(IST) on 29.08.2019**

**CIRCLE HEAD**

**SBIIMS, CIRCLE OFFICE PATNA**

**Signature and Name, Address & contact nos. of Contractor**

### **NOTICE INVITING TENDERS**

Tenders are invited in 2(two) bid system(Technical & Financial bid) from Electrical contractors who are on the panel of electrical work of SBI, LHO Patna in the category '**AAA', 'AA', 'A', 'B', 'C', 'D' and 'E'** are only eligible to apply.(**Contractors to furnish proof of empanelment and its validity**)

The details of the Tender are as under :-

| Sl No. | Description   |   |
|--------|---|---|
| 1      | Name of work  | Finalization of Unit rates of items of Electrical work related to the renovation of branches as per Uniform layout, color scheme & elevation of branches of SBI under Patna Circle.   |
| 2      | Time allowed for completion                           | <b>30 days</b>  |
| 3      | Cost of Tender Papers(Processing fee) Non-refundable  | <b>Rs.1000/-</b> (Rupees one thousand only) through “ <b>SB COLLECT</b> ” payment portal by using SBI Internet Banking site <a href="http://www.onlinesbi.com">www.onlinesbi.com</a> . The receipt of payment to be submitted along with the technical bid. Without tender processing fee tender will be rejected. The steps involved in making the payment is provided at Annexure-A |
| 4      | Earnest Money Deposit(EMD)                            | NIL   |
| 5      | Initial Security Deposit(ISD)                         | NIL   |
| 6      | Security Deposit                                      | 5% of Contract/final bill value which will be deducted from contractor's bill and will be refunded 1(One) year after defect liability period provided the contractor attend to all defects satisfactorily during the one year defect liability period.  |
| 7      | Date of issue of Tender Documents from Bank's Website | <b>19.08.2019 to 29.08.2019</b> from Bank's web site <a href="http://www.sbi.co.in">www.sbi.co.in</a> under Link-Procurement news.  |

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|----|--|--|
| 8  | Address at which tenders are to be submitted             | SBIIMS Circle office, Patna<br>2 <sup>nd</sup> floor, SBI Patna Main branch<br>West Gandhi Maidan,<br>Patna-800001   |
| 9  | Last date of submission of technical bid, financial bid. | <b>29.08.2019 Up to 3.00 P.M</b>   |
| 10 | Date and time of opening of Tenders                      | <b>29.08.2019 at 3.30 P.M at the above address in presence of the vendors or their authorized representative who desires to be present.</b>  |
| 11 | Liquidated damages                                       | 0.50% of Contract amount per week of delay in completion of work subject to maximum 5% of contract value or final bill value.  |
| 12 | Defect Liability period                                  | 12 Months from date of completion of work.   |
| 13 | Terms of Payment   | Only final bill will be paid.<br><b>No Advance will be paid.</b>   |
| 14 | Validity of Tender                                       | 365 days from the date of opening of price bid(Subject to further extension).  |
| 15 | Validity of Unit rates                                   | 365 days from the date of approval by the Bank(Subject to further extension).  |
| 16 | Eligible taxes   | A) Income tax will be deducted at source as per govt. guidelines.<br>B) Reimbursement of GST will be made only on submission of proper GST Invoice as per applicable GST provisions/Rules. The contractor should comply with the following : <ul style="list-style-type: none"> <li>• Contractor should have GST Registration Number.</li> <li>• Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provisions/Rules.</li> </ul> |
| 17 | Information Regarding Submission of Tenders              | Eligible vendors should download the Technical and financial bid from Bank's web site. Vendors should submit Technical and financial bids in 2(two) separate sealed cover and super scribed with the name of the work. Both the Technical and financial bid should be in a separate large envelope sealed and super scribed  |

with the name of the work.

**Technical bid** : Technical bid should contain the following :-

- i) Receipt of Tender processing fee
- ii) Bank A/c details
- iii) GST Registration copy
- iv) All tender papers duly signed & stamped by the vendor.
- v) Copy of valid electrical license from the appropriate authority.

Without the any one of the above in the Technical bid, the Tender will be rejected and price bid will be returned without being opened.

**Financial/Price Bid/Item wise BOQ** : Vendor should submit the price bid in a separate sealed envelope. The price bid/Item wise BOQ should only contain the priced offers and general rebate(if any). Any condition in the price bid/BOQ will be liable for rejection of tender.

#### IMPORTANT NOTES

- a) All contractors who are empanelled with SBI Patna Circle in the specified category are only eligible for the above mentioned work.
- b) 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 bid.
- c) Any abnormal increase from the quoted price/cost will not be accepted.
- d) In case of date of opening is declared as a holiday, the tenders will be opened on the next working day at the same time. Again, Corrigendum, if any, are to be followed from [www.sbi.co.in-Procurement](http://www.sbi.co.in-Procurement) News.
- e) No conditions other than mentioned in the tender will be accepted and if given they will have to be withdrawn before opening of price bid,
- f) SBIIMS has the right to accept/reject any/all tenders without assigning any reasons and no correspondence shall be entertained in this regard.

- g) Rates quoted shall be inclusive of all costs, carriage, allowances, levies, VAT, etc but excludes GST. However, GST will be paid extra by Bank on production of GST Registration document and claim on the prevailing rate.
- h) The rate shall be quoted in both figures and words. In case of any discrepancy in the rate quoted, the rate quoted in words will be considered.
- i) Contractors shall provide all labor and materials, tools and tackles including necessary scaffolding for proper execution of the work.
- j) Rates quoted shall be inclusive of providing necessary arrangements for satisfactory protection of furniture/flooring/electrical fittings/Bank's any other property during execution of the work.
- k) Rates shall be inclusive of cost of disposing debries and any other unserviceable materials as per direction and in conformity with the local or any other authority(ies) rules.
- l) Rates shall be inclusive of clearing of floors, making good to damaged floor, ceiling, walls etc after completion of work.
- m) Rates shall be inclusive of construction water, and electricity. Contractor should make his own arrangement for water, electricity and accommodation for stay of his workmen, labor at his own cost.
- o) Rate to be quoted for Unit quantity only for fixation of Unit rate of items.**

Signature & seal of the Contractor

## GENERAL TERMS & CONDITIONS

Please Note that

1. The works mentioned in the BOQ are to be carried out at the branches/offices under Patna Circle at the approved unit rates to be decided by the Bank/SBIIMS in consideration of the lowest reasonable rates quoted by the different contractors for the respective items.
2. The Contractors, who are ready to execute the work at the unit rates to be finalized by the Bank/SBIIMS will be considered for assignment of work.
3. Works to be assigned to be completed in a time bound manner and non-completion of work within the stipulated time frame to be indicated in the work order is liable for compensation in addition to the liquidated damage as per the Bank's standard norms.
4. Non-participation in the tender process will be viewed seriously by the Bank/SBIIMS and even debar from the list of empanelled contractors. Moreover, this will be treated as unwillingness for the Bank/SBIIMS work at the time of recast the panel of contractors in near future.
5. Rates are to be quoted for Unit quantity only for fixation of unit rate of items.
6. Vendors who will be allotted a particular work after finalization of unit rates have to submit processing fee(Minimum Rs.1000.00 or 1% of work value whichever is higher) to be credited through SB Collect Portal on specified Tender ID of the particular work.
7. All standard terms & conditions as applicable in a tender/quotation will be strictly adhered to.
8. The work will be awarded on rotation basis. However, preference will be given to local vendors. Vendors having composite license(Furniture & electrical) will be allotted large size branches for quick conversion. The quality of work will also be assessed by the SBIIMS Engineers and coordinate with all stakeholders.

Signature & seal of the Contractor

## **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 gateway" 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/Contractor, whether dealing with SBI or other Bank can use this SB Collect facility. Even a Contractor/Vendor not dealing with any Bank, 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/contractor himself.