TENDER ID : LUC201912012

TENDER DOCUMENT

FOR

SUPPLY AND INSTALLATION of Sandwich Board & Broucher stand at 775 Metro and Urban Branches of State Bank of India, under geographical area of Local Head Office, Lucknow, (Uttar Pradesh)

SBI INFRA MGMT. SOL. PVT. LTD. THE GRID

6TH FLOOR, A- WING,

SBI LHO BUILDING,

MOTI MAHAL MARG

LUCKNOW-226001
Notice Inviting Tender

SBI Infra Management Solutions Pvt.Ltd. (SBIIMS) on behalf of State Bank of India (SBI) invites e-tenders for Supply, of sandwich Board & Broucher stand at 775 Metro and Urban Branches of State Bank of India, under geographical area of Local Head Office, Lucknow, (Uttar Pradesh):

1. Name of Work: Supply of sandwich Board & Broucher stand at 775 Metro and Urban Branches of State Bank of India, under geographical area of Local Head Office, Lucknow, (Uttar Pradesh) List of branches shall be provided after finalization of L1 vendor.

2. Earnest Money Deposit: Rs. 25,000/- (Rupees twenty five thousands only) by crossed Bank Draft/ Banker’s Cheque drawn in favour of State Bank of India, Payable at Lucknow (to be enclosed in sealed envelope as a part of Technical Bid and also to be uploaded online on www.etender.sbi protal).

3. Processing Fee of Tender Documents: A non-refundable amount of Rs. 3000/- (Rupees three Thousands only) To be deposited online through SB Collect https://www.onlinesbi.com

The Vendor needs to use SBI internet banking site https://www.onlinesbi.com/.

> Select "SB Collect" from Top Menu, that will lead to the next page:
> “Proceed” will lead to the next page:
> Select "All India" in "State of Corporate / Institution" & Select "Commercial Services" in "Type of Corporate / Institution".
> “Go” will lead to the next page:
> Select "SBI Infra Management Solutions" in Commercial Services Name and “Submit”
> Select “Tender Application Fee” in “Payment Category” and enter the “Tender ID=LUC201912012”
> The next Page will be ready with few of the
<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Preloaded Tender Details: The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.(please upload fee submission receipt online on e-tender portal website <a href="http://www.etender.sbi">www.etender.sbi</a>)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.</td>
<td>Last date and time of receipt of Tenders</td>
<td><strong>30.12.2019</strong> <strong>upto 3.00 p.m.</strong></td>
</tr>
<tr>
<td>7.</td>
<td>Address at which the Tenders are to be submitted</td>
<td><em>Technical Bid sealed envelope to be submitted in hard copy at SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD. 6th Floor, A- Block, Moti Mahal Marg, Lucknow-226001</em></td>
</tr>
<tr>
<td>8.</td>
<td>Pre-bid meeting date</td>
<td>26.12.2019 at 3.30 p.m in the office of VP(SBIIMS) all the queries must be sent through e-mail: <a href="mailto:headluc.sbiims@sbi.co.in">headluc.sbiims@sbi.co.in</a> before pre-bid meeting date and time.</td>
</tr>
<tr>
<td>9.</td>
<td>Date and time of opening of Technical bid</td>
<td><strong>30.12.2019 at 3.30 p.m.</strong></td>
</tr>
<tr>
<td>11.</td>
<td><strong>Price Bid</strong></td>
<td><strong>Price Bid to be uploaded online through <a href="https://etender.sbi/">https://etender.sbi/</a> vendor must have valid digital signature certificate</strong></td>
</tr>
<tr>
<td>12.</td>
<td>Security deposit</td>
<td>5% of amount of invoice shall be deducted from invoice and retained by concerned branch for defective liability period of one year.</td>
</tr>
<tr>
<td>13.</td>
<td>Defective liability period</td>
<td>One year from date of commissioning of wireless QMS</td>
</tr>
<tr>
<td>14.</td>
<td>Service provider details for submission of price bid online</td>
<td>Vendor needs to create login id for participation through e-tender M/S E-Procurement Technologies Limited. <a href="https://etender.sbi/">https://etender.sbi/</a></td>
</tr>
</tbody>
</table>
| 15 | Contact person | Shri Pramod Kumar  
Manager (Electrical Engineer)  
SBI INFRA MANAGEMENT SOLUTIONS PVT LTD  
CIRCLE OFFICE, LUCKNOW  
8384826503 |

**Mode of Submission of Tender:** The tender shall be submitted in both physical and online in two cover system in accordance with the procedure detailed herein below. Specified documents shall be sealed in envelopes of appropriate size each of which shall be sealed.

- **Technical Bid:** (hardcopy to submitted )
- Earnest Money Deposit (EMD) & Tender fee Receipt
- Documents mentioned in eligibility criteria (Annexure-I)
- Tender document all pages duly stamped and signed
  
  ( Please note that only EMD and tender fee receipt to be uploaded online as part of technical on www.etender.sbi) only those applications shall evaluated/considered eligible who have uploaded EMD online under technical bid and tender fee)

**Price Bid : to be submitted online through** [https://etender.sbi/](https://etender.sbi/)

( Price bid of only those bidders will be opened who will qualify in technical bid)

- State Bank of India has the right to accept / reject any or all tenders without any reasons.

SBI Infra Management Solutions Pvt. Ltd. (SBIIIMS)

**SIGNATURE OF THE TENDERER**
ELIGIBILITY CRITERIA (ANNEXURE-I)

1. The applicant should meet the pre-qualification criteria detailed in the table below:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Pre Qualification Criteria</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>i.</td>
<td>Applicant should have experience of supply/manufacturing of sandwich board and broucher stand.</td>
<td>Copies of work orders to be enclosed</td>
</tr>
<tr>
<td>ii.</td>
<td>Turnover: average annual turnover of last three years should be minimum Rs 15.0 lakhs.</td>
<td>Copies of Audited Balance sheets, Profit Loss Statement, Last three years (financial year 2018-19, 2017-18, 2016-17)</td>
</tr>
<tr>
<td>iii.</td>
<td>Vendor should be registered for GST</td>
<td>Copy of GST registration should be submitted.</td>
</tr>
<tr>
<td>iv.</td>
<td>Vendor should be holder of a PAN Card</td>
<td>Copy of PAN Card should be submitted.</td>
</tr>
</tbody>
</table>

2. The Technical Bid (Cover-I) should contain the following documents:
   i. EMD : Rs 25000/ & Tender Fee : Rs 3000
   ii. Copies of work orders for qualifying works mentioned in
   iii. Copies of Audited Balance sheets, Profit Loss Statements,
   iv. Copy of PAN card
   v. Copy of GST registration certificate
   vi. Details of service centre
   vii All pages of tender document duly signed.

3. SBIIMS reserve right to cancel the tender process at any stage without citing any reasons

4. The last date for submission of Technical bid (Cover-I) super scripted with “tender for supply and installation of Queue management system at 60 branches under Local Head Office, Lucknow completed application form in the prescribed format at this office is up to 3.00pm on 30.12.2019 to the following address:
G. For any query please contact 0522-2295365/366

SBI Infra Management Solutions Pvt. Ltd. (SBIIMS)

SIGNATURE OF THE TENDERER
**PRICE BID**

*(To be submitted online only, no hard copy to be submitted)*

<table>
<thead>
<tr>
<th>Item</th>
<th>QTY</th>
<th>Rate per Unit (excluding GST in Rs)</th>
<th>Amount (qty x rate)</th>
</tr>
</thead>
</table>
| 1. Supply and installation of Acrylic Sandwich board with 5 mm clear sheet  
   Size : 2’x2’  
   (material shall be supplied after approval sample) | 1 No. | | |
| 2. Supply of Brochure stand  
   Material : Acrylic  
   Stand size : 48”x20”  
   Stand thickness : 5 mm  
   Base thickness : 10 mm  
   Base Size : 20”x20”  
   Racks/Brackets/sizes : A4, A5 & 8.5”x3.5”  
   Made of clear acrylic with 3 mm thickness with grooves  
   Length of stainless steel support : approx 4 feet  
   (material shall be supplied after approval sample) | 1 No. | | |

**TOTAL AMOUNT (EXCLUDING GST)**

**GENERAL TERMS & CONDITIONS**

1. Payment terms:- No advance shall be paid. Payment of product will be paid by concern branch after supply of material.
2. Rate must be quoted inclusive of all taxes (except GST), labour charges and transportation charges etc. GST shall be paid extra as applicable with GST invoice.
3. Statutory deductions from invoices shall be made from concerned branch as per norms applicable.
4. L1 shall be decided on basis of lowest amount quoted by the bidder in price bid total amount. Work of 775 branches shall be distributed among L2 & L3 bidders matching L1 rates in ratio of L1 = 50% branches, L2=30% branches and L3=20% branches.