



EMPANELMENT OF ELECTRICAL CONTRACTORS FOR CHENNAI CIRCLE
(TAMIL NADU & PONDICHERRY)

- TRADE :**
- i) **ELECTRICAL WORKS (E)**
 - ii) **ANNUAL OPERATION & MAINTENANCE OF ELECTRICAL INSTALLATIONS (EOM)**
 - iii) **ELECTRICAL REPAIRS / MAINTENANCE (ER)**

TENDER ID: CHE20191225A : Up to Rs. 50 lakhs

Last date for submission of Applications : 3.00 p.m. on 14.01.2020



The Assistant General Manager / VP (Civil)
SBI Infra Management Solutions Pvt. Ltd
Chennai Circle Office
4th floor, Circletop House,
No. 16, College Lane, Nungambakkam,
Chennai - 600 006
Phone : 044 – 2830 8403 / 8416 / 8417

NOTICE INVITING APPLICATION
FOR EMPANELMENT OF ELECTRICAL CONTRACTORS

SBI Infra Management Solutions Pvt. Ltd, invites applications for Empanelment of Electrical contractors under various Trades and Categories for its Electrical works, Annual operation & maintenance of Electrical installations and Electrical repairs **(For works up to Rs 50.0 Lakhs)** in the State Bank of India's Offices / Branches situated in the state of Tamil Nadu & Pondicherry. Full details and format for submission of application forms can be downloaded from our website: www.sbi.co.in under procurement news. **The contractors who are already there in the panel of SBI also should submit application for the empanelment afresh.** Duly completed applications in the prescribed format with required documents etc. should be submitted on or before due date 14.01.2020.

The eligibility criteria, terms and conditions, application format and other details / requirements are as under:

1. MINIMUM ELIGIBILITY CRITERIA:

(Table – 'A')

Sr. No.	Trade	Category	Specified Project Cost Limit (Amount in Rupees)	(*) Similar Work Executed/ Completed During Last 5 Years ending on 30.11.2019	(**) Average Turnover of Last 3 years	Experience of Firm
1a.	Electrical Works	E-1	Up to Rs. 10.0 lakhs	a) One work of Rs. 8.0 lakhs or Two works of Rs. 5.0 lakhs each or Three works of Rs. 4.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA/EB/ESB class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 3.0 lakhs	Minimum 7 years
1b.		E-2	Up to Rs. 20.0 lakhs	a) One work of Rs. 16.0 lakhs or Two works of Rs. 10.0 lakhs each or Three works of Rs. 8.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 6.0 lakhs	Minimum 7 years

Sr. No.	Trade	Category	Specified Project Cost Limit (Amount in Rupees)	(*) Similar Work Executed/ Completed During Last 5 Years ending on 30.11.2019	(**) Average Turnover of Last 3 years	Experience of Firm
1c.		E-3	Up to Rs. 50.0 lakhs	a) One work of Rs. 40.0 lakhs or Two works of Rs. 25.0 lakhs each or Three works of Rs. 20.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 20.0 lakhs	Minimum 7 years
2a.	Electrical – Annual Operation & Maintenance for Electrical Installations	EOM-1	Up to Rs. 15.0 lakhs	a) One work of Rs. 12.0 lakhs or Two works of Rs. 7.5 lakhs each or Three works of Rs. 6.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 4.5 lakhs	Minimum 7 years
2b.		EOM-2	Up to Rs. 30.0 lakhs	a) One work of Rs. 24.0 lakhs or Two works of Rs. 15.0 lakhs each or Three works of Rs. 12.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 9.0 lakhs	Minimum 7 years
3.	Electrical Repair / Maintenance works	ER-1	Up to Rs. 5.0 lakhs	a) One work of Rs. 4.0 lakhs or Two works of Rs. 2.5 lakhs each or Three works of Rs. 2.0 lakhs each b) The contractor should have valid Electrical contractor's license EA/ESA/EB/ESB class from Tamil Nadu Electrical Inspectorate.	Minimum Rs. 1.5 lakhs	Minimum 5 years

- A. (*) Applicants should have experience in having successfully completed “**Similar work**” (in/under single order) value as prescribed in table ‘**A**’ above for Government/Semi-Government/PSUs/Banks/Government Financial Institutions/Reputed MNCs during the last 5 years ending on 30.11.2019. The information must be supported with the copies of Work Order, Satisfactory Completion Certificate, etc, proof of payment /Form 26 AS etc.

NOTE: The applicant should have valid Electrical Contractor’s License as per the License type specified in the respective category of Electrical work.

- B. (**) Applicants should have minimum average annual turnover prescribed in above table during last 3 years ending on 31st March of last financial year i.e. 31.03.2019).

C. **Definition of “Similar Work”:**

- i) **For Electrical Works:** Internal & external Electrification works such as supply, installation, testing & commissioning of LT panels, APFC, LT cabling, Switchgears, Switching accessories, Lighting, Earthing, Internal wiring / cabling for Air-conditioners, DG sets, UPS, Raw power, etc.
- ii) **For Annual Operation & Maintenance (O&M) for Electrical Installations:** Annual O & M contract for 11KV & above capacity sub-stations having installations such as HT/LT panels, Transformers, APFC panels, cabling, Switchgears, Switching accessories, Lighting, Earthing, UPS, DG sets, Internal wiring / cabling for Air-conditioners, UPS, Raw power, etc.
- iii) **For Electrical Repair / Maintenance Works:** Repairs and Maintenance of LT / APFC panels, Internal wiring / cabling, Switchgears, Switching accessories, Lighting, Earthing, etc.

The application not fulfilling any of the above minimum eligibility criteria will be summarily rejected and no further processing will be carried out.

2. **GENERAL CONDITIONS:**

- (i) The applicant applying for more than one category shall need to ensure that :-
- a. They must fulfill the eligibility criteria for each category of the work individually and
 - b. They should submit separate applications (ie, for Electrical works / Annual Operation & Maintenance for Electrical installations/ Electrical Repair & Maintenance) along with non-refundable “Processing Fees” for the respective category and certified copies of supporting documents.

c. The processing fees of Rs. 1,000/- [Rupees one thousand only] (Non-refundable) shall be remitted through SBI e-collect and copy of the generated receipt with reference number shall be enclosed with the tender. The procedure for remitting the tender fees is detailed in Annexure – AA. The tender fee can also be submitted by way of DD/BC favoring “SBI Infra Management Solutions Pvt. Ltd.” and payable at Chennai, if the applicant does not have any GST No.

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d. Application without Processing Fees and supporting documents will be summarily rejected.

e. Applicants mentioning more than one trade in the same applications shall be disqualified without notice. **Only one application shall be submitted for each trade under the eligible category.**

(ii) **The contractors/vendors empaneled by SBI in the past need to apply afresh, else they will not be considered for empanelment.**

(iii) The applicant must submit sufficient documentary evidence, work completion certificates etc. meeting the above-mentioned criteria from the Govt./ Semi-Govt./ PSUs / PSBs/ Financial Institutions/ Reputed MNCs (as stipulated in Table ‘A’).

(iv) The applicant should be bona-fide resourceful and well experienced contractor/agency/firm registered / empaneled with Banks/ PWD/ CPWD/ MES/ RLY/ PSUs/ Insurance Companies/ Reputed Institutions/Reputed MNCs.

(v) The applicant should not have been disqualified/ debarred/ terminated on account of poor or unsatisfactory performance/ blacklisted from any Government, Semi-government, PSU, Banks or any other organizations including any of the Offices/Branch of State Bank of India during last 7 years as on the date of publication of this notice. A suitable declaration to be submitted on the Letter Head of the Firm duly signed by the vendor/ Authorized Signatory. The application of disqualified/ debarred/ blacklisted/ terminated agency/ contractor/ vendor on account of poor or unsatisfactory performance shall be summarily rejected.

(vi) The applicant applying for Electrical works must hold valid Electrical contractor’s license and supervisory license as mentioned. C-class Electrical license from the Competent Government Authority issued in the name of Proprietor/ Partner/ Director of applied firm and should enclose photocopy thereof for verification. Agencies with valid Electrical License from other States applying for this empanelment should obtain valid Electrical Li-

cense from the CEA / Tamil Nadu Electrical Inspectorate prior to issue of any tender papers.

- (vii) The SBIIMS may choose to carry out physical inspection of works mentioned by the applicants in their application forms, in addition to calling for confidential reports from the respective employer/client/department to ascertain their capability and quality of works.
- (viii) The performance of all the empaneled contractors shall be reviewed by the SBIIMS periodically and the contractors with unsatisfactory performance and also those who do not respond to **three consecutive tender enquiries of the SBI / SBIIMS (under which the contractor is eligible to submit their tender) without informing any valid reasons will be removed from the panel without notice and no correspondence will be entertained in this regard.** Such contractors shall not be eligible for next one empanelment process to be done by SBIIMS. Thereafter, if they wish they can apply afresh for empanelment.
- (ix) The contractors should be equipped with necessary infrastructure like building construction equipment, machinery and tools, labour strength etc.
- (x) The contractor is required to furnish their PAN No, GST Registration details of firm etc. to the SBIIMS along with supporting documents.
- (xi) The contractor should have a registered Office in Tamil Nadu / Pondicherry and should submit the supporting documents.
- (xii) The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act. Further, the selected contractors shall be bound to make payment to their workmen through their Bank account and preferably to have their Bank account in State Bank of India branches. If the contractor do not have an account with SBI, they may open a Bank account with SBI for easiness of transactions.
- (xiii) Preference will be given to those contractors who have history of timely completion of works/projects taken up by them during the last 5 years (as on 30.11.2019). The contractors prone to delay the projects without valid reasons may be disqualified by the SBIIMS within its sole discretion.
- (xiv) The panel of contractors will be valid for the entire Chennai Circle (Tamil Nadu & Pondicherry) and contractors will be entitled to participate anywhere within these areas.

- (xv) The SBIIMS is invariably inviting online tenders for its projects. Thus, the contractor will have to submit valid e-mail ID, cell no. and Digital Certificate to enable the firms for participation in the online procurement/e-tendering. The contractors who gets empanelled in this empanelment process shall frequently visit Bank's website www.sbi.co.in (Procurements News) for getting information regarding the tenders issued from Chennai Circle.
- (xvi) For assessing the Annual Turnover of the last 3 years, contractor must submit valid documents viz copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet for the last 3 years.
- (xvii) The firm/ contractor should be profit making during last three financial years ending 31.13.2019.
- (xviii) The applicant shall agree and authorize the SBIIMS to obtain the confidential report from the clients of the applicant contractors, to obtain credit opinion from the Bankers and to verify the work executed by the contractors. The applicant shall make necessary arrangements for the same.
- (xix) All the pages of application shall be duly signed with stamp of firm by the contractors, else their application shall be summarily rejected.
- (xx) The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only. Any addition/ alteration to the application format shall lead to rejection of the application submitted by the contractor for the empanelment under this notice. The information required should be neatly filled/typed in **each and every columns and rows** of the Formats. The applications received with "partly filled formats" or not containing desired information in each and every columns/points/row of various annexures shall be treated as INCOMPLETE and such applications shall be **summarily rejected without any intimation/ reference to the applicant and at the applicant's risk and responsibility.**
- (xxi) The applicants are categorically advised to refrain from mentioning the remark "AS PER ATTACHEMENT / ENCLOSURES" in their applications and annexures to avoid rejection of their applications.
- (xxii) All the details must be incorporated in the application form downloaded from the State Bank of India's website. Incomplete applications / not fully filled form will be rejected.
3. The eligible and interested parties shall download prescribed application form and other details from our website →

The application in the prescribed format with all supporting documents in sealed envelope and superscribed as '**APPLICATION FOR EMPANELMENT OF ELECTRICAL CONTRACTORS IN CHENNAI CIRCLE (TAMIL NADU & PONDICHERRY) FOR TRADE & CATEGORY.....**' shall be submitted at the below office address before the due date and time for receipt of application.

The Assistant General Manager / VP (Civil)
SBI Infra Management Solutions Pvt. Ltd.,
Circletop House, 4th Floor
No.16, College Lane, College Road,
Nungambakkam, Chennai - 600006

4. The prequalification criteria mentioned above is minimum, in each category. Thus, the empanelment of contractors in each category shall be considered by the SBIIMS purely on merits, performance of the contractor in timely execution of the project with quality, verification of their credentials / inspection of work for quality, infrastructure feedback / confidential reports of the firms/applicant received from other employers etc. Hence, merely fulfilling the prescribed minimum prequalification criteria shall not entitle the contractor for their empanelment with the SBIIMS.
5. The SBIIMS reserves its right to empanel contractor as per its needs in each category & trade. The empanelment of contractors shall be considered on merits within the sole discretion of the SBIIMS and cannot be claimed as right by the applicant and no correspondence shall be entertained by the SBIIMS in this regard.
6. **The contractor shall specify the category under the trade for which they are submitting the application for empanelment.**
7. Canvassing in any form including bringing influence from any person /agency /Officials /authorities shall lead to disqualification of the applicant.
8. The SBIIMS reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.
9. Any amendments/ corrigendum for empanelment of contractors/ vendors shall be published in Bank's website only. Therefore, applicants are requested to visit Bank's website regarding modifications/ corrigendum issued.

Sd/-

ASSISTANT GENERAL MANAGER / VP (CIVIL)

APPLICATION FORM

(Please strike-off which is not applicable)

APPLIED FOR EMPANELMENT OF TRADE:

Separate application shall be submitted for each trade)

CATEGORY: Up to

(Specify only one category. If not eligible under the specified category, SBIIMS may consider the application for including in the qualifying category as per eligibility criteria)

Willingness to Empanel for lower Categories : E-1 / E-2 / EOM-1

(Please Tick the appropriate category)

1	a) Name of the Applicant / Firm / Organization	
	b) Full Postal Address of Firm (Enclose proof)	
	c) Contact Details (i) Phone No. (ii) Mobile No. (iii) Fax No. (iv) e-mail Id
	d) Application Processing Fee Details (i) Amount (Rs.): (ii) Details of fee paid in SBI Collect/DD (iii) Name of the Bank: (iv) Date of remittance:
2	Year of Establishment of firm/ Company (Enclose certified copies of documents as an evidence – ENCLOSURE 'A')	

3	<p>Constitution of Firm</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE ‘B’)</p>	<p>Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)</p>
4	<p>Name of the Proprietor/ Partners / Directors of the Organization / Firm with Qualification.</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE ‘C’)</p>	
5	<p>Name/s of Authorized Signatory / Directors / Partners with Designation and Contact No.</p>	
6	<p>Mode of Authorization</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE ‘D’)</p>	<p>Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)</p>
7	<p>Details of Registration with Registrar of Companies/ Registrar of Firms. Whether Partnership Firm, Company, etc. Name of Registering Authority, Date and Registration Number.</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE ‘E’)</p>	
8	<p>Whether registered/empanelled with Govt./Semi-Govt./Banks/CPWD/Municipal Authorities or any other Public Organization and if so, in which class and since when?</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE ‘F’)</p> <p>a) Name of Organisation Category No. & Date of Registration</p> <p>b) Name of Organisation Category No. & Date of Registration</p> <p>c) Name of Organisation Category No. & Date of Registration</p>	<p>YES / NO</p>

9	Number of years of experience in the field and details of work in any other field.	
10	Yearly turnover of the organization during last 3 years (year wise) and furnish audited balance sheet and Profit & Loss A/c. (Audited) for the last 3 years. (Enclose certified copies of documents as an evidence – ENCLOSURE ‘G’)	2016-17 : Rs 2017-18 : Rs. 2018-19 : Rs. Average : Rs.
11	Banker’s Details Banker’s Name: Full Postal Address: Telephone No.: Account No.: Type of Account:
12	Registration with Government Authorities: (i) Income Tax (PAN) No. (ii) Goods & Service Tax (GST) No. (iii) Labour License (iv) ESI (v) EPF (Enclose certified copies of documents as an evidence – ENCLOSURE ‘I’)
13	Whether last three years IT returns filed (Please enclose certified copies of the I T return of 2015-16, 2016-17, 2017-18 – ENCLOSURE ‘J’)	
14	Details of major works executed & completed during last 7 years in Govt./ Semi-Govt./ Financial Institutions/ PSUs/ PSBs / reputed MNCs.	Please fill up enclosed Annexure ‘K’ & enclose copies of work order and satisfactory completion certificates.

15	Details of major works under execution in Govt./ Semi-Govt./ Financial Institutions/ PSUs/ PSBs/ reputed MNCs.	Please fill up enclosed Annexure 'L' & enclose copies of LOI /work order / agreement
16	Details of Key Personnel Permanently employed (i) Technical Personnel (ii) Other Personnel	(ANNEXURE 'M')
17	Whether the applicant possess valid Electrical Contractor's license of class EA/ ESA/ ESB/ EB under LT/HT and supervisory license of personnel for various work. (Enclose certified copies of documents as an evidence – ENCLOSURE 'N')	
18	Whether the applicant possess valid authorization letter from OEM (In case of empanelment for supply of optimiser/ compact storage system) (Enclose certified copies of documents as an evidence – ENCLOSURE 'O')	
19	Furnish the names of -3- responsible persons along with their designation, address, contact 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.	(ANNEXURE 'P')
20	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed of during the last seven years by an arbitrator. If so, the details of such litigation are required to be submitted.	(ANNEXURE 'Q')
24	Declaration regarding near relatives working in the State Bank of India.	(ANNEXURE 'R')

DECLARATION:

- 1) All the information furnished by me/us here above is correct to the best of my knowledge and belief.
- 2) I/We have no objection if enquiries are made about the work listed by me/ us in the accompanying sheets/ annexures.
- 3) I/We agree that the decision of SBI Infra Management Solutions Pvt. Ltd. in selection of contractors for empanelment will be final and binding to me/ us.
- 4) I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India/SBIIMS during last 7 year from the date of application.
- 5) I/We hereby confirm that all information, particulars, copies of certificates and testimonials submitted in connection with my/our empanelment are correct and genuine. I am / We are, therefore, liable to face appropriate actions as deemed fit by the SBIIMS in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine. I/We have read the instructions appended to the proforma and I/we understand that if any false information is detected at a later date, the empanelment shall be cancelled at the discretion of the SBIIMS.

PLACE:

DATE:

**SIGNATURE OF CONTRACTOR
NAME & DESIGNATION
SEAL OF ORGANISATION**

ANNEXURE – K

LIST OF MAJOR WORKS EXECUTED AND COMPLETED IN GOVT./SEMI-GOVT./FINANCIAL INSTITUTIONS/PSUs/PSBS./REPUTED MNCs DURING LAST 7 YEARS (ENDING AS ON 30.11.2019)

(Enclose supporting documents i.e. Work order, Proof of payment and Satisfactory Completion Certificate Obtained from the Clients)

Sr. No.	Name of Work	Work executed for (Name of the Organization with Brief Address of Concerned Office & Contact No.)	Nature of Work	Location of the Work	Actual Value of the Work	Stipulated Date for Completion	Actual Date for Completion	In case of delay, time extension granted without LD (Yes/ No)	If Work Left Incomplete or Terminated (Furnish reasons)

(Add separate sheet if required)

Note:

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

LIST OF MAJOR WORKS UNDER EXECUTION

(Enclose Copies of Work Orders Issued by Clients)

S. No.	Name of Work	Work being executed for (Name of the Organisation with Brief Address of concerned office & Contact No.)	Nature of Work	Location of the Work	Actual Value of the Work	Date of Commencement	Scheduled Date of Completion	Likely Date of Completion	If Work Left Incomplete or Terminate(Furnish reasons)

(Add separate sheet if required)

Note:

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

Name of Authorized Signatory

ANNEXURE – M

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

S. No.	Name	Qualification	Experience	Particulars of Work Done	Employed in Your Firm Since	Any Other Information

(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

ANNEXURE – P

DETAILS OF THREE RESPONSIBLE CLIENTS / PERSONS TO WHOM THE MAJOR WORKS CARRIED OUT BY THE APPLICANT

S. No.	Name of the Official	Organization & Address	Contact Numbers	E-mail ID

(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

ANNEXURE – Q

DETAILS OF LITIGATION / ARBITRATION CASES RESULTING FROM THE CONTRACTS EXECUTED IN THE LAST SEVEN YEARS OR CURRENTLY UNDER EXECUTION

Year	Awarded for or against Applicant	Name of Client	Cause of Litigation and Matter of Dispute	Disputed Amount	Actual Awarded Amount

(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

ANNEXURE – R

DECLARATION REGARDING NEAR RELATIVES WORKING IN THE STATE BANK OF INDIA

Name of Bank Staff Related to Applicant	Designation	Office/Branch & Place of Posting	Relation with the Applicant

(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

CHECK LIST

(Please tick whichever applicable)

SR. NO.	PARTICULARS	SUBMITTED (Y or N)
1	Application Form (All pages filled in, signed and stamped)	
2	Receipt of tender fee remittance	
3	Enclosure A	
4	Enclosure B	
5	Enclosure C	
6	Enclosure D	
7	Enclosure E	
8	Enclosure F	
9	Enclosure G	
10	Enclosure I	
11	Enclosure J	
12	Annexure K	
13	Annexure L	
14	Annexure M	
15	Enclosure N	
16	Enclosure O	
17	Annexure P	
18	Annexure Q	
19	Annexure R	

Date:
Place: