



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.
(A wholly owned subsidiary of SBI)

TENDER FOR PRE-QUALIFICATION OF CONTRACTORS FOR PROPOSED
UNIFORM BRANCH TIMING BOARDS IN APPROXIMATELY 1250 SBI BRANCHES IN
GUJARAT INCLUDING UNION TERRITORIES OF DAMAN & DIU AND DADRA &
NAGAR HAVELI

TENDER ID: AHM201904007

TECHNICAL BID

TENDER SUBMITTED BY:

NAME _____ :

ADDRESS _____ :

DATE _____ :



NOTICE INVITING TENDERS

SBIIMS, Ahmedabad on behalf of SBI, P&E Department, LHO, Ahmedabad invites tenders for pre-qualification of contractors for Supply of uniform timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available and as per detailed technical specifications in approximately 1250 SBI branches in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

S.No.	Description	
1.	Name of work	Pre-qualification of Contractors for Supply of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available as per enclosed detailed technical specifications in all branches (Approx. 1250) of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.
2.	Nature of Work	Supply of uniform branch timing boards as per enclosed detailed technical specifications and sample at RBOs.
3.	Time allowed for completion	30 days from date of acceptance of work order.
4.	Application fees	Rs. 5,000/- (Five Thousand only) by using SBI Internet Banking web-site www.onlinesbi.com (Detailed flow chart about how to pay tender fees online mentioned below).
5.	Earnest Money Deposit	Rs 24000/- (Rs. Twenty Four Thousand only) by means of Demand Draft / Pay Order (Valid for a period of 180 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn in favour of State Bank of India and payable at Ahmedabad.
6.	Payment terms	Full payment after statutory deductions will be made by the respective RBO only.
7.	Initial Security Deposit	2% of the contract value including EMD amount



		(Contractor has to submit ISD within 07 days from the date of receipt of work order)
7.	Total Security Deposit (TSD)	5% of the contract value including ISD (TSD will be of non-interest bearing for the period of one year from the date of completion of the awarded work)
8.	Start and end date for downloading of tender documents form Bank's website	25.04.2019 to 06.05.2019 at www.sbi.co.in under<Link>procurement news.
9.	Last date & time for submission of Technical Bid, EMD, online application fees receipt and required supporting documents for pre-qualification in sealed cover super scribing "Tender for Pre-Qualification for Uniform Timing Board" .	07.05.2019 by 3.00 PM
10.	Address at which sealed cover to be submitted	Circle Head & Vice President, SBI Infra Management Solutions Pvt. Ltd. Circle Office, Third Floor, SBI, LHO, Bhadra, Laldarwaja Ahmedabad-380001
11.	Date and time of opening of Technical bid at SBIIMS Circle Office, Ahmedabad.	07.05.2019 at 3:30 PM
12.	Date & time for Submission and opening of online Indicative price bid.	Date and time of submission and opening of online Indicative Price Bid shall be informed separately to only those bidders who have qualified as per minimum eligibility criteria mentioned in NIT.
13.	Date & time for E-Reverse auction.	Date and time of e-reverse auction shall be informed separately to only those bidders who have submitted their online indicative price bids.
13.	Liquidated Damages	0.50% of contract amount per weeks subject to max. 5% of contract value or final bill value.
14.	Defects liability period	12 Months from the date of installation.
15.	Validity of offer	90 days from the date of approval of rates.
16.	Distribution of work order	L1:L2:L3: 50:30:20 (If L2 and L3 willing to work at L1 price). In case, on written demand by the SBIIMS Pvt. Ltd.,the L-2 or L-3 bidder (or both) do not submit their written concurrence regarding their willingness to execute the work at L-1 bidder's



		rates by the stipulated date, the SBIIMS Pvt. Ltd. may Consider inviting next lowest bidders i.e. L-4, L-5, L-6 and so on for the purpose within its sole discretion and not further claim/correspondence shall be entertained in this regard.
17.	Eligibility Criteria (Please enclose documentary proof for eligibility)	<ul style="list-style-type: none"> a) Must have completed single work of similar nature of Rs.5.6 Lakh or Two works of similar nature of Rs.3.50 Lakh or Three works of similar nature of Rs.2.80 Lakh during last 7 years as on 31.03.2019 (Please enclose copy of satisfactory completion certificate) b) Must have office in Gujarat (Please enclose documentary proof). c) IT Returns for the last Three years as on 31.03.2018 (Please enclose copy of IT returns). d) Firm must have minimum 7 years of experience in supply and installation of signage boards/timing boards as on 31.03.2019. (Please enclose copy of Shop & Establishment certificate). e) Turnover of the company/Firm should not be less than 5.0 Lakh / Year during last three years as on 31.03.2018

(Definition of similar works like lazar cutting, lazar etching/engraving, signboard work, name boards or similar type of works done in Nationalized Banks / Private Sector Bank / Hospitals / PSUs / Central Government / State Government / Autonomous bodies / Large MNCs/Corporate Houses etc.)

18. Tenders can be downloaded from the bank's website www.sbi.co.in (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 e-reverse auction.



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. Tenders received without EMD and online Application Fees payment receipt shall be summarily rejected and such tenders shall not be allowed to participate in the online e-reverse auction bidding process.
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.
25. Rates are invited on per sq. inch basis and SBIIMS will distribute the work order between L1:L2:L3 in the ratio 50:30:20 if L2 & L3 contractors are willing to work at L1 rates.
26. The contractor has supply the stainless steel SS-304 2B grade Silver Matt finish timing boards with engraving letter back font as per bank's logo colour. The SS-304 2B grade plate should be of A/4 (11.7" X 8.25") and 11.7" X 16.5" strictly as per technical specifications with stainless steel flush type screws and plate should be corner round & punching to the RBOs. Installation of plates at branches shall be carried out by the respective RBOs.
27. EMD of the unsuccessful tenderers should be returned within 30 days from the date of opening of tender.
28. Sample of each size plate, shades & pattern as per specifications and enclosed sample shall be supplied by the contractor without any extra charges to SBIIMS, Circle Office, Ahmedabad for approval. Only after receiving the approval of sample timing board from the SBIIMS, Circle Office, Ahmedabad contractor has to supply the timing boards as per branch details provided to them by the SBIIMS.
29. Rate quoted shall be inclusive of all accessories, taxes, duties, labour charges, safe packing of each plate and all plates of respective RBO should be packed in boxes safely to avoid any damage to the plates, courier charges, transportation charges, transit insurance charges etc. except GST. GST shall be paid extra.



30. No payment shall be made by the RBOs for defective/damaged timing boards.
31. Letters on each timing board shall be in Hindi, Gujarat and English.
32. No extra payment shall be made by the Bank for additional letters for evening branches on timing boards.

Yours Faithfully,
Circle Head & Vice President (Civil),
SBIIMS, Circle Office, Ahmedabad



HOW TO MAKE ONLINE APPLICATION FEES

Go to SBI Internet Banking web site-<https://www.onlinesbi.com/>



Select SB Collect from Top Menu



Click Check box to Proceed



Select "All India " in state Corporate/Institution and "Commercial Services" in type of Corporate / Institution after that click go



Select " SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD." IN Commercial Services Name and Submit



Select "Tender Application Fee" in Payment category and Enter "Tender ID " and Submit



The Vendor will have to fill up the fields properly and submit upon making the payment a receipt will be generated with a reference no. on submit. The contractor has to enclose the online application payment receipt along with tender for pre-qualification of contractors for timing boards.



FORM TENDER

To,

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

Dear Sir,

Having examined the drawings, specification, design 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 thereto as affecting the tender, I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the specifications, design, drawings 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 are provided for by, and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

Description of work	Proposed Supply of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available and as per enclosed detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.
Earnest Money	Rs 24000/- (Twenty Four Thousand only) by means of Demand Draft / Pay Order (Valid for a period of 180 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn in favour of State Bank of India and payable at Ahmedabad.
Initial Security Deposit	2% of the contract value including EMD amount (Contractor has to submit ISD within 07 days from the date of receipt of work order)



Total Security Deposit (TSD)	5% of the contract value including ISD (TSD will be of non-interest bearing for the period of one year from the date of completion of the awarded work)
Time allowed for completion of the Works from fourteenth day after the date of written order or date of handing over of the site (whichever is later) to commence the work	30 days

I/We have deposited a sum of **Rs 24000/- (Rs. Twenty Four Thousand only)** of the total tender amount as Earnest Money with the State Bank of India which is not to bear any interest. Should I / We fail to execute the Contract when called upon to do so I/ We do hereby agree that this sum shall be forfeited by 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)

ii)



BASIC INFORMATION OF THE CONTRACTOR

(Please strike-off which is not applicable)

1	a) Name of the applicant/Firm/ Organization	
	b) Full Postal Address of Firm	
	c) Contact Details (i) Phone No. (ii) Mobile No. (iii) Fax No. (iv) e-mail Id (v) Web-site	
	d) Application fee details Online application fees receipt no. (Please enclose online application fees payment receipt) Date	
2	Year of establishment (Please enclose documentary evidence)	
3	Constitution of Firm (Enclose certified copies of documents as evidence)	Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)
4	Name of the Proprietor/Partners/Directors of the organization/firm	
5	a) Name/s of authorized signatory with designation	
	b) Bio-data of Partners/Directors (Enclose separate sheet as)	



6	Mode of Authorization Enclose certified copies of document as evidence.	Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)
7	Whether registered with Govt./Semi Govt/Banks/CPWD/Municipal Authorities or any other Public Organization and if so, in which class and since when ? (Enclose certified copies of document as evidence). Name of Organization Category No. & Date of Registration Name of Organization Category No. & Date of Registration Name of Organization Category No. & Date of Registration	YES / NO
8	No. of years of experience in the field and details of work in any other field (Please enclose documentary proof)	
9	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 financial years certified by the auditor. (Please enclose CA Certificate)	2015-16 2016-17 2017-18 Average :
10	<i>Banker's Details</i> (i) <i>Banker's Name</i> (ii) <i>Full Postal Address</i> (iii) <i>Telephone No.</i> (iv) <i>Account No.</i> (v) <i>Type of Account</i>	
11	PAN No.	
12	GST No.	
13	Whether last three years IT returns filed (Pl. enclose certified copies of the I T return of 2015-16, 2016-17, 2017-18)	
14	Details of major works executed & completed during last 5 years.	



15	Details of major works on hand.	Please fill up enclosed Annexure & enclose copies of LOI /work order / agreement
18	Whether any Civil Suit/litigation arisen in works executed during the last 10 years. If yes, please furnish the name of the project, employer, nature of work, contract value, work order and brief details of litigation. Give name of the Court, place and status of pending litigation.	Attach a separate sheet if required.

(Signature of the authorized person)

Name:

(Mobile No.):

E-mail ID:

Date:



ARTICLES OF AGREEMENT

(On non-judicial Stamp Paper of required amount as per latest Govt. Rules)

This AGREEMENT is made at Ahmedabad on this ----- day of -----, ----- between SBI, having its Local Head Office at Bhadra, Laldarwaja, Ahmedabad represented by its authorized officer (hereinafter called “the Bank”) on the one part and M/s ----- (proprietorship firm), incorporated under the provisions of the Companies Act and having its registered office at -----(hereinafter called “the Contractor”) represented by Shri -----who is authorized to enter this agreement by its Board of Directors on the other part.

AND WHEREAS the Bank has intention of engaging a contractor for Supply and Installation of uniform branch timing boards of size A/4 (11.7” X 8.25”) and size 11.7” X 16.5” depending upon the frontage available and as per enclosed detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

AND WHEREAS the Bank had called for Tenders followed by e-reverse auction from eligible contractors Supply and Installation of uniform branch timing boards of size A/4 (11.7” X 8.25”) and size 11.7” X 16.5” depending upon the frontage available and as per enclosed detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

AND WHEREAS the Contractor and others submitted the tenders and after e-reverse auction the Bank has awarded the contract for Supply and Installation of uniform branch timing boards of size A/4 (11.7” X 8.25”) and size 11.7” X 16.5” depending upon the frontage available and as per enclosed detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

AND WHEREAS both the parties to this agreement are desirous of recording the terms and conditions upon which the said services are to be rendered by the contractor.

A. NOW IT IS HEREBY AGREED AS FOLLOWS:

- 1) In consideration of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Specifications and the priced Schedule of Quantities.
- 2) The Employer shall pay to the Contractor the said Contract Amount, or such other sum



as shall become payable, at the times and in the manner specified in the said Conditions.

- 3) The said Conditions and Appendix thereto shall be read and construed as forming part of this Agreement, and the parties hereto shall respectively abide by submit themselves to the said Conditions and perform the Agreements on their part respectively in the said Conditions contained.
- 4) The Plans, Agreements and Documents mentioned herein shall form the basis of this Contract.

This Contract is neither a fixed lump-sum contract nor a piece work contract but a contract for Supply and Installation of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available strictly as per detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

- 5) The Contractor shall afford every reasonable facility Supply and Installation of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available strictly as per detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.
- 6) The SBI reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.
- 7) Time shall be considered as the essence of this Contract and the Contractor hereby agrees to commence the work soon after the Site is handed over to him or from the date of issue of formal work order as provided for in the said Conditions whichever is later and to complete the entire work within **30 days strictly as per tender specifications** subject to nevertheless the provisions for extension of time.
- 8) All payments by the SBI under this contract will be made by the respective Branch only after necessary statutory deductions.
- 9) All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Ahmedabad and only the courts in Ahmedabad shall have jurisdiction to determine the same.
- 10) That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

IN WITNESS WHERE OF THE SBIIMS and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.



SIGNATURE CLAUSE

SIGNED AND DELIVERED by the

_____ By the (Employer)

hand of Shri _____

(Name and Designation) In the

(Signature of Employer)

presence of:

1) Shri /Smt. _

(Signature of Witness)

Address _____

(Witness)

SIGNED AND DELIVERED by the

_____ By the
(Contractor)

(Signature of Contractors)

in the presence of:

Shri/ Smt. _____

(Signature of Witness)

Address _____

(Witness)



SECTION – 1

INSTRUCTIONS TO THE TENDERERS

1.0 Scope of work

Proposed Supply and Installation of uniform branch timing boards of size A/4 (11.7” X 8.25”) and size 11.7” X 16.5” depending upon the frontage available as per detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.

1.1 Site and its location

The proposed work is to be carried out at SBI branches across Gujarat and its Union Territories of Daman & Diu and Dadra & Ngara Haveli.

2.0 The work has to be carried out strictly according to the conditions stipulated in the tender consisting of the following documents and the most workmen like manner.

Instructions to tenderers

General conditions of Contract

Special conditions of Contract

Additional Specifications

Drawings

Priced bid

2.1 The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below;

- a) Price Bid
- b) Additional Specifications
- c) Technical specifications
- d) Drawings
- e) Special conditions of contract
- f) General conditions of contract
- g) Instructions to Tenderers

2.2 Complete set of tender documents including relative drawings can be downloaded from the website www.sbi.co.in



2.3 The tender documents are not transferable.

3.0 **Site Visit:**

3.1 The tenderer must obtain himself on his own responsibility and his own expenses all information and data that may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

4.0 **Earnest Money:**

4.1 The tenderers are requested to submit the Earnest Money of **Rs 24000/- (Rs. Twenty Four Thousand only) by means of Demand Draft/Pay Order** (Valid for a period of 180 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn **in favour of State Bank of India and payable at Ahmedabad.**

4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with clause 4.1 above shall be rejected.

4.3 No interest will be paid on the EMD.

4.4 EMD of unsuccessful tenderer will be refunded within 30 days of award of Contract.

4.5 EMD of successful tenderer will be retained as a part of security deposit.

5.0 **Initial Security Deposit:**

The successful tenderer will have to submit a sum equivalent to 2% of accepted tender value less EMD by means of DD drawn in favour of SBI Payable at Ahmedabad within a period of 7 days of acceptance of tender.

6.0 **Security Deposit:**

Total security deposit shall be 5% of contract value. Out of this 2% of contract value is



in the form of Initial Security Deposit (ISD) which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e., deduction from each running bill account will be @ 10% till Total Security Deposit (TSD) including ISD reaches to 5% of contract value. The 50% of the Total Security Deposit shall be paid to the contract on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after the defects liability period as specified in the contract

7.0 Signing of contract Documents:

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of the tender by the Bank. However, the written acceptance of the tenders by the Bank will constitute a binding agreement between the Bank and successful tenderer whether such formal agreement is subsequently entered in to or not.

8.0 Completion Period:

Time is essence of the contract. The work should be completed in all respect accordance with the terms of contract within a period of **30 days** from the date of award of work.

9.0 Validity of tender:

Tenders shall remain valid and open for acceptance for a period of 90 days from the date of e-reverse auction. If the tenderer withdraws his/her offer during the value period or makes modifications in his/her original offer which are not acceptable to Bank without prejudice to any other right or remedy the Bank shall be at liberty forfeit the EMD.

10.0 Liquidated Damages:

The liquidated damages shall be 0.50% per week subject to a maximum of 5% of contract value.

11.0 Rate and prices:

11.0.1 In case of item rate tender:

The tenderers shall quote their rates for individual items both in words and figure. In case of discrepancy between the rate quoted in words and figures, the unit rate quantity in words will prevail. If no rate is quoted for a particular item the contractor shall not be paid for that item when it is executed. The amount of each item shall be calculated and



the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity the unit rate quoted will govern and the amount will be corrected.

The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.

The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.

The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Architect/ SBIIMS

Each page of the BOQ shall be signed by the authorized person and cutting or over writing shall be duly attested by him.

Each page shall be totaled and the grand total shall be given.

The rate quoted shall be firm and shall include all costs, materials, labours, transportation, taxes etc. except G.S.T, which shall be payable / reimbursed at actual

The SBIIMS reserve their rights to accept any tenders, either in whole or in part or may entrust the work in phases or may drop the part scope of work at any stage of the project within its sole discretion without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.

SIGNATURE OF THE CONTRACTOR WITH SEAL



GENERAL CONDITIONS OF CONTRACT

1.0 Definitions:-

“Contract means the documents forming the tender and the acceptance thereof and the formal agreement executed between SBI Infra Management Solutions Pvt. Ltd. (client) and the contractor, together with the documents referred there in including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Architects / Bank and all these documents taken together shall be deemed to form one contract and shall be complementary to one another.

In the contract the following expressions shall, unless the context otherwise requires, have the meaning hereby respectively assigned to them.

1.0.1 ‘SBIIMS’ shall mean SBI Infra Management Solutions Pvt. Ltd.(Project Management Services Provider-PMS) having its Circle Office at Third Floor, SBI, LHO, Bhadra, Laldarwaja, Ahmedabad-380001 and includes the client’s representatives, successors and assigns.

1.0.2 ‘Architects/ Consultants’ shall mean **SBIIMS, Circle Office, Ahmedabad.**

1.0.3 ‘Site Engineer’ shall mean an Engineer appointed by the SBIIMS at site as their representative for day-to-day supervision of work and to give instructions to the contractors.

1.0.4 ‘The Contractor’ shall mean the individual or firm or company whether incorporate not, undertaking the works and shall include legal personal representative of individual or the composing the firm or company and the permitted assignees of individual or firms of company.

The expression ‘works’ or ‘work’ shall mean the permanent or temporary work description in the “Scope of work” and/or to be executed in accordance with the contract includes materials, apparatus, equipment, temporary supports, fittings and things of kinds to be provided, the obligations of the contractor hereunder and work to be done by the contractor under the contract.

1.0.5 ‘Engineer’ shall mean the representative of the Architect/consultant.

1.0.6 ‘Drawings’ shall mean the drawings prepared by the Architects and issued by the Engineer and refer red to in the specifications and any modifications of such drawings as may be issued by the Engineer from time to time Contract value shall mean value of the entire work as stipulated in the letter of acceptance of tender subject such additions there to or deductions there from as may be made under the provide herein after



contained.

1.0.7 Specifications' shall mean the specifications referred to in the tender and modifications thereof as may time to time be furnished or approved by the Architect/Consultant.

1.0.8 "Month" means calendar month.

1.0.9 "Week" means seven consecutive days.

1.0.10 "Day" means a calendar day beginning and ending at 00 Hrs and 24 Hrs respectively.

1.1.11 "SBIIMS's Engineer" shall mean The Civil/Electrical Engineer in-charge of the Project, as nominated by the Circle Head and Vice President, SBIIMS, Ahmedabad

1.1.12 The following shall constitute the Joint Project Committee (herein under referred to as JPC) for assessing and reviewing the progress of the work on the project and to issue instructions or directions from time to time for being observed and followed by the Architects Site Engineer / PMC and other consultants / contractors engaged in the execution of the project.

- i) Vice President – Circle Head of SBIIMS
- ii) SBIIMS Engineer (Civil and Electrical) in-charge of the Project
- iii) Concerned partner of the Architects and their Resident Architect.... Member.

CLAUSE

2 a. Total Security Deposit

Total Security deposit comprise of Earnest Money Deposit, Initial security deposit and Retention Money

2 b. Earnest Money Deposit-

The tenderer shall furnish EMD of **Rs 24000/- (Rs. Twenty Four Thousand only)** in the form of Demand draft or bankers cheque drawn in favour of SBI payable at Ahmedabad, on any Scheduled Bank. No tender shall be considered unless the EMD is so deposited in the required form. No interest shall be paid on this EMD. The EMD of the unsuccessful tenderer shall be refunded soon after the decision to award the contract is taken without interest. The EMD shall stand absolutely forfeited if the tenderer revokes his tender at any time the period when he is required to keep his tender open acceptance by the SBIIMS or after it is accepted by the SBIIMS , the contractor fails to enter into a formal agreement or fails to pay the initial security deposit as stipulated or fails to commence the commence the work within the stipulated time.



2 c. Initial Security Deposit (ISD): 2% of the contract value including EMD.

2d. Total Security Deposit (Retention money): 5% of the contract amount for the period of one year from the date of completion of the work. The non interest bearing TSD will be released after successful completion of the defect liability period of one year from the date of installation.

3.0 Language:

The language in which the contract documents shall be drawn shall be in English.

4.0 Errors, omissions and discrepancies:

In case of errors, omissions and/ or disagreement between written and scaled dimensions on the drawings or between the drawings and specifications etc., the following order shall apply.

- i) Between scaled and written dimension (or description) on a drawing, the latter shall be adopted.
- ii) Between the written or shown description or dimensions in the drawings and the corresponding one in the specification the former shall be taken as correct.
- iii) Between written description of the item in the specifications and descriptions in bills of quantities of the same item, the former shall be adopted:
 - a) In case of difference between rates written in figures and words, the rate in words shall prevail.
 - b) Between the duplicate / subsequent copies of the tender, the original tender shall be taken as correct.

5.0 Scope of Work:

The contractor shall carryout complete and maintain the said work in every respect strictly accordance with this contract and with the directions of and to the satisfaction Bank to be communicated through the architect/consultant. The architect/consultant at the directions of the SBIIMS from time to time issue further drawings and / or write instructions, details directions and explanations which are here after collectively references to as Architect's / consultant's instructions in regard to the variation or modification of the design, quality or quantity of any work or the addition or omission or substitution work. Any discrepancy in the drawings or between BOQ and / or drawings and/or specifications. The removal from the site of any material brought thereon by the Contractor and any substitution of any other materials therefore the removal and/orre-



executed of any work executed by him. The dismissal from the work of any person engaged the re upon.

6.0 Letter of Acceptance:

Within the validity period of the tender the SBIIMS shall issue a letter of acceptance directly or through the architect by registered post or otherwise depositing at the of the contractor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a bind contract between the SBIIMS and the contractor.

7.0 Contract Agreement:

On receipt of intimation of the acceptance of tender from the SBIIMS/Architect the successful tenderer shall be bound to implement the contract and within fifteen days there of shall sign an agreement in a non-judicial stamp paper of appropriate value.

8.0 Ownership of drawings:

All drawings, specifications and copies thereof furnished by the SBIIMS / SBI through its Architect / consultants are the properties of the SBIIMS They are not to be used on other work.

9.0 Detailed drawings and instructions:

The SBIIMS through its architects / consultants shall furnish with reasonable proper additional instructions by means of drawings or otherwise necessary for the execution of the work. All such drawings and instructions shall be consistent with contract documents, true developments thereof and reasonably inferable there.

The work shall be executed in conformity there with and the contractor prepare a detailed programme schedule indicating therein the date of start and completion of various activities on receipt of the work order and submit the same to the SBIIMS through the architect/consultant

10.0 Copies of agreement:

Two copies of agreement duly signed by both the parties with the drawings shall be handed over to the contractors.

11.0 Liquidated damages:

If the contractor fails to maintain the required progress in terms of clause 8.0 of GOC or to complete the work and clear the site including vacating their office on or before the



contracted or extended date or completion, without justification in support of the cause of delay, he may be called upon without prejudice to any other right of remedy available under the law to the SBIIMS on account of such breach to pay a liquidated damages at the rate of 0.50% of the contract value which subject to a maximum of 5% of the contract value.

12.0 Inspection of work:

The SBIIMS / Architect / Consultant or their representatives shall at all reasonable times have free access to the work site and / or to the workshop, factories, or other places where materials are lying or from where they are obtained and the contractor shall give every facility to the SBIIMS/Architect/consultant and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBIIMS/ Architect /Consultant except the representative of Public authorities shall be allowed on the work at any time. The proposed work either during its construction stage or its completion can also be inspected by the Chief Technical Examiner's Organization a wing of Central Vigilance commission.

13.0 Assignment and subletting:

The whole of work included in the contract shall be executed the contractor and he shall not directly entrust and engage or indirectly transfer, assign or underlet the contract or any part or share there of or interest therein without the written consent of the SBIIMS through the Architect and no undertaking shall relieve the contractor from the responsibility of the contractor from active & superintendence of the work during its progress.

14.0 Quality of materials, workmanship &Test:

All materials and workmanship shall be best of the respective kinds described in the contract and in accordance with Architect/consultant instructions and shall be subject from time to time to such tests as the architect/consultant may direct at the place of manufacture or fabrication or on the site or an approved testing laboratory. The contractor shall provide such assistance, instruments, machinery, labor, and materials as are normally required for examining measuring sampling and testing any material or part of work before in corporation in the work for testing as may be selected and required by the architect/consultant.

ii) Samples:

Sample of each size plate, shades & pattern as per specifications and enclosed sample shall be supplied by the contractor without any extra charges to SBIIMS, Circle Office, Ahmedabad for approval. Only after receiving the approval of sample timing board from



the SBIIMS, Circle Office, Ahmedabad contractor has to supply the timing boards as per branch details provided to them by the SBIIMS.

iii) Cost of tests:

The cost of making any test shall be borne by the contractor if such test is intended by or provided for in the specification or BOQ.

iv) Costs of tests not provided for:

If any test is ordered by the Architect/ Consultant which is either

a) If so intended by or provided for or (in the cases above mentioned) is not so particularized, or though so intended or provided for but ordered by the Architect / Consultant to be carried out by an independent person at any place other than the site or the place of manufacture or fabrication of the materials tested or any Government / approved laboratory, then the cost of such test shall be borne by the contractor.

15.0 Obtaining information related to execution of work:

No claim by the contractor for additional payment shall be entertained which is consequent upon failure on his part to obtain correct information as to any matter affecting the execution of the work nor any misunderstanding or the obtaining incorrect information or the failure to obtain correct information relieve him from any risks or from the entire responsibility for the fulfillment of contract.

16.0 Quantities:

The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard Method of Measurements and quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent. The entire amount paid under Clause 19, 20 hereof as well as amounts of prime cost and provision sums, if any, shall be excluded.

17.0 Time for completion:

Time is essence of the contract and shall be strictly observed by the contractor. The entire work shall be completed within a period of **30 days** from the date of commencement. If required in the contract or as directed by the Architect / consultant. The contractor shall complete certain portions of work before completion of the entire work. However, the completion date shall be reckoned as the date by which the whole work is completed as per the terms of the contract.



A. Settlement of Disputes and Arbitration:

Except where otherwise provided in the contract all questions and disputes to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings specifications, estimates, instructions orders or these conditions or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:

If the contractor considers that he is entitled to any extra payment or compensation in respect of the works over and above the amounts admitted as payable by the Architect or in case the contractor wants to dispute the validity of any deductions or recoveries made or proposed to be made from the contractor raise any dispute, the contractor shall forthwith give notice in writing of his claim, or dispute to The Senior Vice President, SBIIMS, Head Office, Mumbai and endorse a copy of the same to the Architect, within 30 days from the date of disallowance thereof or the date of deduction or recovery. The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the SBIIMS be in any way liable in respect of any claim by the contractor unless notice of such claim shall have been given by the contractor to the Senior Vice President, SBIIMS, Head Office, Mumbai in the manner and within the time as aforesaid. The Contractor shall be deemed to have waived and extinguished all his rights in respect of any claim not notified to the Senior Vice President, Head Office, Mumbai in writing in the manner and within the time aforesaid.

B. Settlement of Disputes and Arbitration:

The Senior Vice President, Head Office, Mumbai shall give his decision in writing on the claims notified by the receipt of the contractor may within 30 days of the receipt of the decision of the Sr. V.P., Head Office / Submit his claims to the conciliating authority namely the M.D. & C.E.O., SBIIMSPL, Head Office, Mumbai for conciliation along with all details and copies of correspondence exchanged between him and the SBIIMS

If the conciliation proceedings are terminated without settlement of the disputes, the contractor shall, within a period of 30 days of termination thereof shall give a notice to the concerned M.D. & C.E.O. of the SBIIMS for appointment of an arbitrator to adjudicate the notified claims falling which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.

Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as



aforesaid and all claims of the SBIIMS shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the M.D. & C.E.O. and who will be of Deputy General Manager rank. It will also be no objection to any such appointment that the Arbitrator so appointed is a SBIIMS, Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBIIMS, Officer. If the arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole arbitrator shall be appointed in the manner aforesaid by the said M.D. & C.E.O. of the SBIIMS Such person shall be entitled to proceed with the reference from the stage at which it was let by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such Chief General Manager as aforesaid should act as arbitrator. The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any or any accordance modification or reenactment thereof and the rules made there under.

It is also a term of the contract that if any fees are payable to the Arbitrator these shall be paid equally by both the parties. However, no fees will be payable to the arbitrator if he is a SBIIMS Officer.

It is also a term of the contract that the Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees, if any of the arbitrators shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The Cost of the reference and of the award (including the fees, if any of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof, shall be paid and fix or settle the amount of costs to be so paid.

18.0 Approved make:

The contractor shall provide all materials from the list of approved makes at his own cost and also appoint the specialized agency for the waterproofing, anti-termite treatment, aluminum doors and windows and any other item as specified in the tender. The architect/consultant may approve any make / agency within the approved list as given in the tender after inspection of the sample/mockup.



19.0 Procurement of materials:

The contractor shall make his own arrangements to procure all the required materials for the work. All wastages and losses in weight shall be to the contractors account

20.0 Excise duty, taxes, levies etc.:

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works including but not limited to sales tax, tax on works contract excise duty, and Octroi, payable in respect of materials, equipment plant and other things required for the contract. All of the aforesaid taxes, duties, levies, fees and charges shall be to the contractor's account and the SBIIMS Shall not be required to pay any additional or extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim on this account will in any case be entertained. If a new tax or duty or levy or cess or royalty or Octroi is imposed under as statutory law during the currency of contract the same shall be borne by the contractor. However, GST will be paid extra.

21.0 Acceptance of tender:

The SBIIMS shall have the right to reject any or all tenders without assigning any reason. They are not to bind to accept the lowest or any tender and the tenderer or tenderers shall have no right to question the acts of the SBIIMS However adequate transparency would be maintained by the SBIIMS



LETTER OF DECLARATION

To,
The C.H. &V.P., Circle Office,
SBI Infra Management Solutions Pvt. Ltd., Third Floor, SBI, LHO,
Bhadra, Laldarwaja,
Ahmedabad-1

Dear Sir,

TENDER FOR PROPOSED UNIFORM BRANCH TIMING BOARDS IN SBI BRANCHES IN GUJARAT INCLUDING UNION TERRITORIES OF DAMAN & DIU AND DADRA & NAGAR HAVELI

Having examined the terms & conditions, drawings, specifications, design 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 thereto and affecting the quotation, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum on the item rate basis mentioned in the attached schedule and in accordance in all respect with the specifications, design, drawings and instructions in writing referred to in conditions of Tender, the articles of agreement, conditions of contract and with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of work	Proposed Supply and Installation of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available as per detailed technical specifications in all approximately 1250 branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli.
(b)	Earnest Money	Rs 24000/- (Rs. Twenty Four Thousand only) by means of Demand Draft / Pay Order (Valid for a period of 180 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn in favour of State Bank of India and payable at Ahmedabad.
(c)	Time allowed for completion of work from the date of issue of work order.	30 days from the date of commencement as per tender.



Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to SBIIMS, the amount mentioned in the said conditions.

I/we have deposited Demand Draft / Banker's Cheque for a sum of **Rs24000/- (Rs. Twenty Four Thousand only)** as Earnest money deposit with the SBI Infra Management Solutions Pvt. Ltd. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to SBI Infra Management Solutions Pvt. Ltd.

We understand that as per terms of this tender, the SBIIMS may consider accepting our tender in part or whole or may entrust the proposed Supply and Installation of uniform branch timing boards of size A/4 (11.7" X 8.25") and size 11.7" X 16.5" depending upon the frontage available as per detailed technical specifications in all branches of SBI in Gujarat including Union Territories of Daman & Diu and Dadra & Nagar Haveli as per tender terms and conditions.

Further, we also undertake to execute the work entrusted to us in phases on our approved rates and within the stipulated time limit without any extra claim for price escalation.

We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period.

Yours faithfully,

Signature of contractor With Stamp

Date:



TECHNICAL SPECIFICATIONS

[For A/4 (11.7" X 8.25") and Large Size (11.7" X 16.5") timing board]

- 1) Stainless Steel Matt finish plate of 3 mm thick of SS-304 2B grade (Salam / Jindal / Tata / SAIL).
- 2) Engraved letters shall be filled with black colour.
- 3) Size of SS 304 2B grade matt finish plate: A/4 (11.7" X 8.25") and 11.7" X 16.5".
- 4) SS 304 2B grade matt finish plate should be round cutting and punching.
- 5) Stainless steel screw of size 20/8 (CSK) type should be provided with the plate to fix the timing boards from all four sides.
- 6) Colour of SBI letters in "Deep Inky Blue CMYK 97 100 0 25, RGB 40 0 113#280071 "Pantone 2745c" and Logo "Iconic SBI Blue CMYK 83100, RGB 0 169 24 # 00A9EO, Pantone 2995c".



ANNEXURE

(Please tick whichever applicable)

**LIST OF MAJOR WORKS OF SIMILAR NATURE EXECUTED AND COMPLETED DURING
LAST 7 YEARS AS ON 31.03.2019:**

(Enclose supporting documents)

Sr. No.	Name of work/project with address	Name & full postal address of the Client. Specify whether Govt. Undertaking <i>along with name, address and contact Nos. of -2-persons (Executive Engineers or top officials of the organization).</i>	Contract amount (in Rs.) with copy of work order & completion certificate from project in-charge	Nature of Work	Stipulated time of completion (in months) Enclose clients certificate for satisfactory completion	Actual time of completion (in months)	Actual amount of the project cost, if increased, give reasons	Name & Address of Architect/Consultant	Remarks
1	2	3	4	5	6	7	8	9	10

(Add separate sheet if required)

Notes:

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



ANNEXURE

(Please tick whichever applicable)

LIST OF MAJOR WORKS ON HAND AS ON 31.03.2019:

Sr. No.	Name of work/project with address	Name & full postal address of the owner. Specify whether Govt. under taking <i>along with name, address and contact Nos. of -2- persons (Engineers or top officials of the organization)</i>	Contract amount (Rs.) with copy of Work Order from project in-charge	Stipulated time of completion (Months)	Present status of the project	Name & Address of Architect/consultant	Any other relevant information
1	2	3	4	5	6	7	8

(Add separate sheet if required)

Notes:

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

Name of Authorized Signatory

Sign & seal of the applicant



SAMPLE TIMING BOARD PLATE



पेडर रोड शाखा – कामाच्या वेळा
सोमवार ते शनिवार 10.00 ते 04.00 पर्यंत
दुसरा व चौथा शनिवार बंद,
रविवार बंद

पेडर रोड शाखा – कार्य अवधि
सोमवार से शनिवार 10.00 से 04.00 तक
दूसरा एवं चौथा शनिवार अवकाश
रविवार अवकाश

PEDDER ROAD BRANCH - BUSINESS HOURS
MONDAY TO SATURDAY 10.00 AM TO 04.00 PM
2nd & 4th SATURDAY CLOSED
SUNDAY CLOSED



INDICATIVE PRICE BID- COVER “B”

(NOT TO BE FILLED BY THE CONTRACTOR)

S No.	Description of Item	Per Sq. Inch Rate (Rs.)
1	<p>Providing / Supplying Timing Board plate of SS-304 2B grade – 3 mm thick plate silver Matt finish of A/4 size (11.7” X 8.25”) and Large Size plates 11.7”x 16.5”) with round corner & punching along with 4 No. S.S. Screws 20/8 CSK, Rowel Plug (Gitti). Engraving letter black font as per sample enclosed.</p> <p>NOTE: The plates have to be delivered at respective RBO under the control of Ahmedabad, Gandhinagar, Vadodara, Surat, Rajkot and Bhavnagar Module.</p> <p>(Rates quoted shall be inclusive of packing of each plate further in to packet for each Region of Each Module. labour, taxes transportation, insurance etc. (except GST, which is payable by Bank)</p>	(Not to be filled)
	Per Sq. inch rate in words	(Not to be filled)

(GST Extra)

(Signature of the authorized person)

Name:

E-mail ID:

Date: