

<b>NIT NO</b>	<b>HYD201912531</b>
<b>DATE</b>	<b>27/12/2019</b>



**SBI INFRA MANAGEMENT SOLUTIONS PVT LTD  
(WHOLLY OWNED SUBSIDIARY OF SBI)**

**TENDER FOR SUPPLY OF CHAIRS TO SBI-LHO, KOTI, HYDERABAD**

**(Authorized dealers of M/s.Godrej, M/s.Featherlite, M/s.Merryfair and M/s.Wipro only eligible to participate in the tender)**

Last date for tenders submission: **03.01.2020 @ 3:00 PM**

**The Vice President  
SBIIMS,  
Ground Floor, SBI LHO Building,  
Koti, Bank Street,  
Hyderabad – 500 095  
Telangana**

## NOTICE INVITING TENDER (NIT)

### **NAME OF WORK: e-TENDER NOTICE FOR SUPPLY OF CHAIRS TO SBI-LHO, KOTI, HYDERABAD**

1.	Name of the work	<b>E-Tender Notice for <u>SUPPLY OF CHAIRS TO SBI-LHO, KOTI, HYDERABAD</u></b>
2.	Estimated cost	<b>Rs. 8,50,000.00 plus GST</b>
3.	Cost of Tender Documents	<b>Rs 1000/-</b> -to be paid through State Bank Collect ONLY as detailed under; 1) login <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> 2) Select SB Collect from Top Menu, click the check box and “Proceed” 3) Select “All India” in “State of Corporate/Institution” & Select “Commercial Services” in “Type of Corporate/Institution” then “Go” 4) Select “ SBI Infra Management Solutions pvt. Ltd” in Commercial Services Name and “Submit” 5) Select “Tender Application Fee” in “Payment Category” and enter the “Tender ID” exactly as given in first page top of this tender(characters in uppercase only). 6) Fill up all fields such as email, GST No., Mobile No, Vendor/Firm Name etc and make payment. 7) Enclose payment receipt having unique reference number.
4.	Quantum of Earnest Money Deposit (EMD)	<b>Rs.8,500/- DD Drawn In Favor</b> Of ,SBIIMS Pvt. Ltd, Hyderabad, Payable at Hyderabad
5.	Date and Time where tender forms are available	<b>Up to 03.01.2020,</b> at <b><a href="https://etender.sbi">https://etender.sbi</a></b>
6.	Last date and time of submission of online Tender	<b>03.01.2020 Up to 3:00 PM</b> The tender has to be submitted to e-procurement technologies Limited, Ahmedabad.  You are requested to contract the agency for further guidance on e tendering.  Ms. Shubhangi Banodiya Contact No.:- 079-68136826/6824/6868, +91-9879996111 Email: <a href="mailto:shubhangi@auctiontiger.net">shubhangi@auctiontiger.net</a> Mr. Samjad khan Contact No.:- 079-68136868, +91-9265871720 Email: <a href="mailto:samjad@auctiontiger.net">samjad@auctiontiger.net</a> Others: 1.Sujith Nair- 079-68136857- <a href="mailto:sujith@eptl.in">sujith@eptl.in</a> , 2. Jaymeet Rathod-079-68136829- <a href="mailto:jaymeet.rathod@eptl.in">jaymeet.rathod@eptl.in</a> , 3. Vinayak Khambe – 079-68136835-

Signature of the Contractor

		<p>Vinayak.k@eptl.in  4. Pratik Parekh – 079-68136863-  pratik.parekh@eptl.in,  5. Anshul Juneja- 079-68136840- anshul.juneja@eptl.in  6. Mehnaz Bano-079-68136831-mehnaz@eptl.in  7. Devang Patel -079-68136859-devang@eptl.in</p>
7.	Place, date & time for submission of e tender Contact person /telephone no/email address.	<p>a) On line submission up to <b>03.01.2020 Up to 3:00 PM</b> at <b>https://etender.sbi</b>  b) The Vice president,  SBI Infra Management Solutions Pvt. Ltd.  Ground Floor , SBI LHO Campus, Bank Street, Koti,  Hyderabad – 500 095</p> <p><b>On or before 03.01.2020 Up to 3:00 PM</b>  Contact: Vice President.  040- 23466346. <a href="mailto:vg.reddy@sbi.co.in">vg.reddy@sbi.co.in</a></p>
8.	Date, Time and Place of opening of e-Tenders	<p><b>On 03.01.2020 by 3:30 PM</b>  The Vice president,  SBI Infra Management Solutions Pvt. Ltd.  Ground Floor , SBI LHO Campus, Bank Street, Koti,  Hyderabad – 500 095</p>
9.	Terms of payment of Bills, if any (specify the minimum value of work for payment of running account bills)	<p><b>No Advance will be paid.</b>  <b>Only Single Bill.</b></p>
10.	Stipulated time for completion of the Work/supply.	<b>Immediate</b>
11.	(Penalty clause) Liquidated Damages	@ 0.5% of the value of work per week of delay subject to a maximum penalty of 5% of the value of work would be strictly imposed.
12.	Validity period of the tender.	<b>Three (3) Months</b>
13.	Defect Liability Period	<b>Twelve (12) Months</b>
14.	Eligible Taxes	<p><b>A )Income Tax</b> will be deducted at source as per Govt. Guidelines.  <b>B) Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. The contractor should comply with the following;</b></p> <ol style="list-style-type: none"> <li>1. Contractor should have GST Registration Number</li> <li>2. Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision</li> <li>3. In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment</li> </ol>

		<p>4. Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor</p> <p>5. The GST Number of State Bank of India are For Telangana State -36AAACS8577K1ZQ</p>
15.	Electronic Payment	Payment shall be made by way of Electronic fund transfer and the bill will be <b>paid by the Branch</b> . Firm should furnish details of the bank, a/c no, IFSC code
16.	Any additional Information	The quoted rate should be inclusive of materials, labour, wages, fixtures, transportation, installation, all taxes (excluding GST), wastages, Octroi, machinery, temporary works such as scaffolding, cleaning, overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work

**Please Note:**

- (a) This is a closed tender applicable only to Authorized dealers of M/s Godrej, M/s. Featherlite, M/s Merryfair and M/s Wipro. The dealer should submit/ upload the proof of dealership duly authorized by the company.
- (b) All the vendors who are willing to participate should have valid digital signature before the scheduled time and should have all the system requirements.
- (c) The EMD should reach at the above-mentioned address of SBIIMS on or before **03.01.2020 @ 3.00 PM**, failing which they will not be allowed to participate in E-Tendering.
- (d) For any clarifications regarding E-Tendering procedure, System requirements etc please contact M/s e-Procurement Technologies Limited, Ahmedabad, whose address is mentioned in the NIT.
- (e) It is the vendor's responsibility to be well conversant and get ready with E-tendering procedures & well equipped with all requirements. Bank will not take any responsibility of delay in submission of EMD, slow in internet, system failures etc.

## **GENERAL CONDITIONS OF CONTRACT**

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter, the work shall be carried out as per standard specifications and under the direction of Employer/ Architects.

**1 Vendors shall Visit the Site**

Intending Vendors shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport conditions, effective labour and materials, access and storage for materials and removal of rubbish. The Vendors shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc., for proper execution of work as indicated in the drawings. The successful Vendors will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Employer or his agent / Architects might be deemed to have reasonably been inferred to be so existing before commencement of work.

**2 TECHNICAL BID:**

The entire set of Technical Bid issued to the Vendor should be submitted and also signed on the last page together with the initials on every page. Initial / signature will indicate the acceptance of the Technical Bid by the Vendor.

No modifications, writings or corrections can be made in the Technical Bid by the Vendor but may at his option offer his comments or modifications in a separate sheet of paper attached to the original Technical Bid.

The Employer reserves the right to reject the lowest or any tender and also to discharge any or all of the tenders for each section or to split up and distribute any item of work to any specialist firm or firms, without assigning any reason.

The Vendors should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the Employer / Architects detailed analysis of any or all the rates shall be submitted. The Employer/ Architects shall not be bound to recognize the Vendor's analysis.

All items or work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details, specifications and schedule of quantities and no further extra charges will be allowed in this connection.

The employer has power to add to, omit from any work as shown in the Indicative Price Bid described in specifications or included in schedule of quantities and intimate the same in writing but no addition, omission or variation shall be made by the Vendor without authorisation from the Employer. No variation shall vitiate the contract.

The Vendors shall note that his tender shall remain open for consideration for a period of three months from the date of opening of the tender.

### 3 Taxes and Duties

**The Vendors must include in their tender prices quoted for all taxes, duties royalties, cess and sale tax / excise / vat etc.as applicable(Excluding GST) GST will be paid separately.**

### 4 Quantity and Quality of Work to be executed

The quantities shown in the schedule of quantities are intended to cover the entire works indicated in the Price Bid but the Employer reserves the right to execute only a part or the whole or any excess thereof without assigning any reason there for.

The work shall in general be executed as per the specifications and as per the Architects instructions.

### 5 Time of Completion:

Time of Completion: The entire work is to be completed in all respects within the stipulated period. The work shall deemed to be commenced within Three days from the date of acceptance letter, whichever is later. Time is the essence of the contract and shall be strictly observed by the Vendor.

### 7 Liquidated Damages:

Should the work be not complete to the satisfaction of the employer/ Architects within

Signature of the Contractor

the stipulated period, the Vendor shall be bound to pay to the Employer a sum calculated as given elsewhere in this document by way of liquidated damages and not as penalty during which the work remains un commenced or unfinished after the expiry of the completion date.

## 8. FINAL PAYMENT

The final bill after delivery of the chairs including completion of assembly and after placing in position shall be accompanied by the certificate of completion from the Architects. Payments of final bill shall be made after deduction of Retention Money as specified which sum shall be refunded after completion of Defects Liability Period after receiving the Employer's/ the Architects' certificate that the Vendor has rectified all defects to the satisfaction of the Employer/Architects. The acceptance of payment of final bill by the Vendor would indicate that he will have no further claim in respect of the work executed.

## 9. Defects After Completion

The Vendor shall make good at his own cost and to the satisfaction of the Employer all defects or other faults which may appear within the specified defect liability period after completion of the work. In default the Employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental thereto shall be made good and borne by the Vendor and such damages, loss and expenses shall be recoverable from him by the Employer and May be deducted by the Employer, in lieu of such amending and making good by the Vendor, deduct from any money due to the Vendor a sum equivalent to the cost of amending such works and in event of the amount retained being insufficient, recover that balance from the Vendor from the amount retained together with any expenses the Employer may have incurred in connection therewith.

## **GENERAL INSTRUCTIONS**

- 1.0 The Vendor shall mean and include his heirs, executors and administrators. The Vendor shall be bound for the full complete execution of the contract to the entire satisfaction of the Employer/Architects.
- 2.0 The Client does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason for doing so.

- 3.0 Each of the tender documents is required to be signed by the person or persons submitting the tender in token of his or their having acquainted himself / themselves with the conditions of contract, general specifications, general instructions and conditions etc., as laid down. Any tender with Any of the documents not so signed will be rejected.
- 4.0 If the tender is by an individual, it shall be signed by him giving his full name and complete address, if by a partnership firm, it shall be signed by all partners with their names in full and complete address or by the partner holding the 'Power of Attorney' for the firm and a photostat copy of the 'Power of Attorney' shall be attached or if by a firm incorporated under Companies Act, it shall be signed by the firm's duly constituted attorney and shall bear the official seal of the company.
- 5.0 The tender form must be filled in English and all entries must be made by hand and written in ink. Any tender in which there is over writing or erasure is liable to be rejected. All corrections must be attested by the Vendors with his dated initials as many times as the corrections occur. If any of the documents is missing or is unsigned, the tender will be considered invalid. No alterations made by the Vendors in the general instructions and conditions, contract forms, conditions of contract, Drawings, Specifications, description of work, quantities etc., shall be recognised and if any such alterations are made or any other conditions of any sort are attached, the tender is liable to be rejected.
- 6.0 The Vendors should fill in the rates tendered in figures as well as in words. The amount for each item should be worked out and the requisite totals given. The tenders which do not fulfill these requirements are liable to be summarily rejected.
- 7.0 If differences are found between the rates given by the Vendor in words and figures or in the amount worked out by him, the following procedure shall be followed.
- a) Where there is a difference between the rates in figures and words, the rates which correspond to the amounts worked out by the Vendor shall be taken as correct.
  - b) Where the amount of an item is not worked out by the Vendor or it does not correspond with the rates written either in figures or in words, then the rate quoted by the Vendor in words shall be taken as correct.
  - c) Where the rate quoted by the Vendor in figures and in words tallies but the amount is not worked out correctly, the rates quoted by the Vendor shall be taken as correct and not the amount.
  - d) Where there is any discrepancy between the original, duplicate copies, the entries in the original shall be taken as correct.



8.0 The Technical Bid: should contain EMD, Notice to Vendor, Articles of Agreement, General Instructions, General Conditions of Contract, Technical Specification, Brochures/Photographs etc.

9.0 The Technical Bid will be opened on the as mentioned in the NIT. The committee constituted for the purpose shall scrutinize the documents furnished along with the technical bid.

10.0 No tender will be received after the expiry of the time notified for receiving tenders under any circumstances whatsoever.

11.0 Pre Bid Meeting – There is no pre-bid meeting fixed for this tender. However Vendors shall get clarified any doubts in discussion with the architects / clients before submission of the bids. If found necessary these points shall be discussed with all the vendors before opening of price bids

12.0 Earnest Money Deposit: Intending Vendors shall pay Earnest Money Deposit (EMD) (amount as indicated in the NIT elsewhere in this document) in the form of Demand draft drawn in favour of the Client and submitted along with the Tender document. Earnest Money will be returned to the Vendors if his/their tender is not accepted but without any interest. Tenders without Earnest Money shall not be considered at all. Earnest Money Deposit will NOT be accepted in form of cheques, fixed deposit receipts of bank or insurance guarantees under any circumstances.

13.0 The Earnest Money shall stand absolutely forfeited if the Vendors revokes his tender at any time during the period when he is required to keep his tender open for acceptance by the employer, or after the tender is accepted, if the Vendor fails to enter into a formal Agreement, or if he fails to commence the work within the stipulated time limit.

14.0 Retention Money in final bill shall be withheld for the period of defect liability as per NIT

15.0 Within 3 days of the receipt of information from SBIIMS of the acceptance of his/their tender, the successful Vendors shall sign the necessary contract papers with the employer. In case of any delay in signing of the contract, the Earnest Money shall be forfeited, and the tender cancelled or the contract enforced as per the terms of the “Invitation to tender, General Instructions and Conditions of Tender”, and thus the Vendors shall thus be bound through a formal contract has not been executed and signed by the Vendors within the time stipulated.

16.0 All compensation or other sums of money payable by the Vendor to the Employer under

the terms of this contract may be deducted from his/their Earnest Money / Security Deposits / Retention Money. If the amounts so permits the Vendor shall, unless such deposit has become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.

17.0 The vendor must not assign the work to anyone else. He must not sublet any portion of the contract except with the written consent of the Employer failing which the Architects may serve a notice in writing rescinding the contract whereupon the security deposit shall stand forfeited and at the absolute discretion of the Employer.

18.0 A schedule of probable quantities in respect of each work and specifications accompany these specials conditions. The schedule of quantities is liable to alteration by omission, deductions or additions at the discretion of the Architects with the consent of the employer

19.0 The Vendors must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract and must examine the drawings and must consider and inspect the site of the work and acquaint himself with all local conditioned, means of access to the work, nature of the work, source of material and all matters pertaining thereto. No excuse as regards want of information or any particular point will be considered after the tender has been received. No advice of any change in rates or conditions after the opening of tender shall be entertained.

**SBI INFRA MANAGEMENT SOLUTIONS PVT LTD**  
**(WHOLLY OWNED SUBSIDIARY OF SBI)**  
**SUPPLY OF CHAIRS FOR SBI-LHO, KOTI, HYDERABD**

S.No	Location / Description	Unit	Qty	Rate	Amount (Rs.)
1.	<b><u>AROHAN HALL</u></b> Supply of Medium back chairs with mesh, Adjustable Armrest, Nylon base, <b><u>without casters</u></b> and Fabric upholstery with Lumber support. -Chair Weight not less than 19kg  <b>Model No: Astro MB or Anatom MB (Featherlite)/ Alivo-MB (Wipro), Equivalent model of Godrej, Merryfair</b>	Nos	130		
2.	<b><u>For Officers:</u></b> Supply of Medium back chairs with mesh, Adjustable Armrest, Nylon base, <b><u>with casters</u></b> and Fabric upholstery with Lumber support. -Chair Weight not less than 19kg  <b>Model No: Astro MB or Anatom MB (Featherlite)/ Alivo-MB (Wipro), Equivalent model of Godrej, Merryfair</b>	Nos	22		
3.	<b><u>For Visitors:</u></b> Supply of Medium back chairs with mesh, Adjustable Armrest, Nylon base, <b><u>with casters</u></b> and Fabric upholstery with Lumber support. -Chair Weight not less than 18kg  <b>Model No: Contact Project MB (Featherlite)/ Equivalent model of Wipro, Godrej, Merryfair</b>	Nos	15		
	<b>Total (Rs.)</b>				
	<b>Less-Discount, If any (Rs.)</b>				
	<b>GRAND TOTAL -After discount (Rs.)</b>				

**Please Note:**

- ✓ **The rate should be quoted exclusive GST**
- ✓ **Payment will be made against delivery.**
- ✓ **Above rate should include transportation, unloading and Installation etc**

**Signature**

**Name of the firm/dealer**

**With stamp & date.**

**Signature of the Contractor**