



STATE BANK OF INDIA

NOTICE INVITING TENDER

State Bank of India invites tenders under two cover system (EMD, Technical Bid and required documents in hard copies in Cover-I and Price bid(as per Annexure-A) **in Cover-II**) for “Hiring of one 20 KVA Generator for each branch Industrial Estate branch and Bisheshwarganj branch of State Bank of India under the RBO-I, Administrative Office, Varanasi”. Details given below:

1. Name of Work	: Hiring of one 20 KVA Generator for each branch Industrial Estate branch and Bisheshwarganj branch of State Bank of India under the RBO-I, Administrative Office, Varanasi.
2. Time allowed for completion :	30 Days from the date of placing the work order
3. Earnest Money Deposit(EMD) :	20 KVA-Rs. 5700.00 Earnest Money Deposit(EMD) shall be in the form of a Demand Draft/Banker’s Cheque favoring “STATE BANK OF INDIA” payable at Varanasi(to be submitted in a sealed envelope). Name of the vendor and branch for which generator is being offered should be written on the backside of the DD/BC. Separate EMD is to be submitted for each branch.
4. Security deposit :	5% of contract value. The L1 contractor has to deposit 5% of the Annual contract value for 3 years as security deposit in the form of DD/Bankers Cheque favoring The Branch Manager, State Bank of India, Branch payable at Varanasi that will be retained by the bank for the entire contract period.
6. Availability of tender documents :	Tender documents can be downloaded from SBI Bank website www.sbi.co.in under “SBI in the News>Procurement News” from 24.09.2021 upto 14:30 Hrs on 07.10.2021.
7. Address at which the hard copy of Technical bid and EMD of tenders are to Be submitted :	Technical bid, EMD in cover-I and Price Bid in cover-II in sealed envelope should be submitted physically/by post/courier at office of The Regional Manager, RBO-I, State Bank of India, Ground Floor, Administrative Office, Opposite Kutchery, Varanasi-221002 upto 15:00 Hrs on 07.10.2021. Contact No. 7408403577 Separate tender(both technical and price bid) is to be submitted for each branch.
8. Date and time of opening of tender:	07.10.2021 at 15:30 Hrs Technical bid and Price bid may be opened same day at 16:00 Hrs. Price Bid will be opened only of those bidders who are successful in Technical Bid after scrutiny
9. Validity of order :	01(one) month from the date of opening of pride bid of tender.
10. Liquidated Damages :	0.5% per week subject to a maximum of 5% of contract value.

In case the date of opening of tenders is declared as a holiday, the tenders submission and opening date shall be on the next working day at the same time. SBI has the right to accept/ reject any or all tenders without assigning any reasons.

-Sd-

Regional Manager(RBO-I AO Varanasi)
For and behalf of State Bank of India

Seal and Signature of the tenderer:



STATE BANK OF INDIA

TENDER FORMAT ALONG WITH TERMS AND CONDITIONS

NAME OF BRANCH :STATE BANK OF INDIA, INDUSTRIAL ESTATE AND BISHESHWARGANJ BRANCH
HIRING OF ONE 20 KVA GENERATOR SET IN EACH BRANCH

Sealed tenders are hereby invited for hiring of one 20 KVA Gen Sets with CPCB compliant acoustic canopy to cater to the electrical /air conditioning/ UPS/other loads at State Bank of India, Industrial Estate and Bisheshwarganj Branch Varanasi Given below are the terms and conditions of the tender which is to be submitted in two sealed covers. **Cover- I** should be super scribed “**Cover-I EMD and Technical Bid - Hiring of One 20 KVA DG set for SBIBranch due on 07/10/2021**” It should contain the following documents / papers.

- i. Earnest money Deposit of respective amount.
- ii. Documentary proof like self attested copy of invoice/excise gate pass as evidence that DG set being offered is **not more than 3 years old** on the date of submission of tender **if old set is being offered** or **signed confirmation** on a separate sheet of paper that new genset will be provided if orders are placed by the Bank if new generator is being offered. **The confirmation**, addressed to The Regional Manager, RBO-I, State Bank of India, Ground Floor, Administrative Office, Opposite Kutchery, Varanasi-221002 shall be in the format given below:

***“ It is confirmed that new generator as per tender specifications, terms and conditions shall be provided in case our tender is accepted by the Bank for placement of orders.*”**

Date

Signature of Bidder

- iii. Tender form **except** the page titled “PRICE BID” signed and stamped on each page (Only signature if individual is bidding) as a token of acceptance of tender terms, conditions and specifications.
- iv. Copy of Registration Certificate of firm if tender is from a firm.
- v. Copy of PAN card of proprietor if firm is proprietary or copy of PAN card of the firm if it is a partnership firm.
- vi. Copy of PAN card of individual if an individual is tendering for the work.
- vii. Copy of GST Registration Certificate, if applicable.

Cover II should be super scribed “**Cover-II, Price Bid- Hiring of Gen Set for SBIBranch due on 07/10/2021**”. Its shall contain only one page, viz. the page titled “PRICE BID(as per Annexure-A)” of the tender form with rates duly filled and with signatures

Seal and Signature of the tenderer:

and seal (Only signature if individual is bidding)on the page.

viii. L-1 shall be decided on the basis of total amount quoted(Net Tender quoted Value =E) by the bidder and not on item basis.

Tenders are to be addressed to The Regional Manager, RBO-I, State Bank of India, Ground Floor, Administrative Office, Opposite Kutchery, Varanasi-221002 and submitted in the office upto **15:00 hours on 07.10.2021**. Technical bid shall be opened at 15:30 Hrs on the same day. Cover I/Technical Bid shall be opened first and thereafter Bank shall at its sole discretion fix time and date of opening of Cover II/Price Bid which shall be intimated to the bidders or **may be opened same day at 16:00 Hrs, subject to scrutiny of technical bid. Price Bid will be opened only of those bidders who are successful in Technical Bid after scrutiny.** One representative of the bidder can be present to witness the tender opening.

Tenders not submitted in two covers, Cover I and Cover II, with proper address and superscribed properly as detailed above will not be accepted.

If Cover I does not contain any of the following [a),b),c),d), e) & g) for firms and a),b),c), f) & g))for individuals]the tender will not be accepted and Cover II not opened:

- a) Proper Earnest Money Deposit
- b) Documentary proof like self attested copy of invoice/excise gate pass as evidence that DG set being offered is not more than 3 years old on the date of submission of tender if old set is being offered or signed confirmation on a separate sheet of paper in the format given above that new genset will be provided if orders are placed by the Bank if new generator is being offered.
- c) Tender form **except** the page titled “PRICE BID” signed and stamped (Only signature if individual is bidding)on each page as a token of acceptance of tender terms , conditions and specifications.
- d) Copy of Registration Certificate of firm if tender is from a firm.
- e) Copy of PAN card of proprietor if firm is proprietary or copy of PAN card of the firm if it is a partnership firm.
- f) Copy of PAN card of individual if an individual is tendering.
- g) Copy of GST registration certificate, if available.

If on opening of Cover I or Cover II tender is found to be **conditional** it will be rejected.

If“ PRICE BID” page of tender document in Cover II is **not signed** it will not be accepted.

More than one tender will not be accepted from one firm or from an individual.

Only registered firms or individuals can submit tenders.

Seal and Signature of the tenderer:

TERMS AND CONDITIONS:

1. The generator should be single phase, 2 wire/three phase, 4 wire in OEM/OEA, CPCB compliant acoustic canopy and of make as under:

Engine: Cummins / Kirloskar / Greaves/Mahindra/Ashok Leyland/Eicher

Alternator: Stamford/Kirloskar Electric/Crompton Greaves/Kirloskar.

2. The generators should have hour meter, volt meter, ammeter, KWH meter, KW meter, frequency meter, RPM meter and a MCCB of suitable rating.

3. The vendor will have to supply and install suitable length, size & capacity armored aluminum cable for connection from the generator MCCB to Bank provided change over switch.

4. The generators will have to be placed in the premises or near the premises of Branch as per Bank instructions.

Earnest Money

5.0 The tenderers are requested to submit the Earnest Money of Rs. 5700.00 for 20 KVA DG set for each branch set in the form of Demand Draft or Bankers' Cheque in favour of State Bank of India, payable at Varanasi drawn on any Bank in India.

EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with point sr. no. 5 of NIT above shall be rejected.

No interest will be paid on the EMD.

EMD of unsuccessful tenderers will be refunded/ returned within 30 days of opening of tender.

The EMD shall stand absolutely forfeited if the tenderer revokes his tender at any time during the period when he is required to keep his tender open for acceptance by the SBI or after it is accepted by the SBI the contractor fails to enter into a formal agreement or fails to pay the security deposit as stipulated or fails to commence the work within the stipulated time.

Security Deposit

Total security deposit shall be 5% of contract value. Out of this 2% of contract value is in the form of EMD. After acceptance of tender the L-1 Bidder have to submit the security deposit 5% of contract value in the form FD/DD/Bankers cheque in favour of "The Branch Manager, branch" payable at Varanasi. On successful submission of 5% security deposit EMD shall be returned to the contractor. The security deposit shall be held for the period of three years from the contract execution date.

6. **There are separate price bid format for 20 KVA DG set(Annexure-A) bidder should submit separate price bid in cover-II. As can be seen in the "Price Bid" page rates are to be quoted in two parts, one being the fixed charges which will include rental, operating cost, maintenance, cost of consumables/spares, lubricants as required and everything else except diesel cost and the other diesel consumption rate in litres per hour. The rate quoted shall include all other duties, taxes, levies, octroi, transport, loading and unloading charges etc. but exclusive of GST. GST shall be admitted additionally, if applicable. Contractor will have to provide a calibrated level indicator in the fuel tank and also**

Seal and Signature of the tenderer:

jointly maintain a log sheet(Amperes, Voltage, Frequency, KWH, KW, RPM, running hours, diesel level on half hourly basis) with the Bank and give to the Bank a daily day end report of running hours, loading, KWH consumed and diesel used.

7. Age of DG set on the date of submission of tender should not be more than 3 years. Self attested copy of Invoice/ excise gate pass etc. shall be submitted as proof of age of the generator in Cover I of the tender.

8. Contractor shall arrange for maintenance of their Diesel Generator set as prescribed by the supplier for reducing breakdowns to the minimum and for uninterrupted operation of DG set.

9. The initial period of contract shall be for 3 years, renewable for a further period of maximum 3 years, subject to satisfactory services. Extensions shall be in block of one year after the first three years contract period in the full discretion of the Bank.

10. Vendor will have to arrange for operation and routine attention to the genset. Generator services will have to be provided for 24 hours on all days in the year. If the AMF, if provided, is not working vendor has to provide operator for proper operation.

11. Rates for genset are to be quoted in the page titled "Price Bid" at ANNEXURE-A. Only fixed charges and diesel consumption rate in litres per hour in C1 & C2 are to be quoted. The total amount C5 should be calculated by $(C5=C1+(C2XC3XC4))$ for finding L-1 bidder. (Refer point s. no.6 above).

i. Calculation for arriving at L-1

Per month value of tender for comparison purpose= $\text{Quoted per month fixed charges}(C1 + \text{Quoted per hour consumption in liters } (C2) \times \text{aforesaid "Average Monthly Run" of 60 hours}(C3=60) \times \text{per liter cost of diesel}(C4=88)$.

ii. Monthly payments to vendor on whom orders are placed will be made as under:

$\text{Quoted per month fixed charges}(C1) + \text{Quoted per hour consumption in liters}(C2) \times \text{Actual run of genset for the month in question in hours } \times \text{per liter cost of diesel on the last day of the month for which bill is raised.}$

iii. The empirical expected "Average Monthly Run" for the genset under tender has been fixed as 60 hours.

12. Payments shall be made on monthly basis after submission of the bill alongwith proof of the diesel purchase.

13. The contractor will have to provide recommended Generator Body Safety Earthing and Neutral earthing.

14. The safety and security of the generators shall be the contractor's (firm from whom the Gen Sets is taken on hire) responsibility.

15. The contractors shall be entirely responsible for any accident or injury to any personnel including the Gen Sets operator due to installation / operation of the generators and shall completely and totally indemnify the Bank of any responsibility by entering into the contract for the work.

16. The contractor will have to arrange for workmen compensation insurance cover for their operating personnel.

17. Earnest Money Deposit(EMD) shall be in the form of a Demand Draft/Banker's Cheque favoring "State Bank of India" payable at Varanasi for which tender is being submitted. EMD for different KVA DG sets shall be as under:

20 KVA	Rs. 5700.00
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Seal and Signature of the tenderer:

- 18. It shall be entirely the contractor's responsibility to ensure compliance / conformity to any related statutory obligations like those pertaining to pollution or electrical safety.**
19. Time allowed for supply, installation, testing and commissioning of the DG sets shall be 30 days from date of order.
20. The contractor will have to maintain log books showing parameters as detailed in point s.no. 6 above and it should be got counter checked by the designated SBI personnel in the branch.
21. The rates should be inclusive of all taxes, levies, transportation, handling charge etc. Nothing additional shall be paid. **However rates should be quoted exclusive of GST which, if applicable, shall be admitted at prevailing rates.**
22. The offer will be valid for 90 days from the date of opening of tender.
23. The platform / space for the Gen Sets shall be provided by the Branch.
24. If the services of the contractor are found unsatisfactory, the Bank reserves the right to terminate the contract after giving one month notice.
25. Tenderer should sign and stamp all the pages submitted with the tender.
26. The firm to whom the contract is awarded will have to submit Rs. 100/- (Rs. One Hundred Only) non judicial stamp paper for drawing up the contract.
27. The vendors are requested to acquaint themselves with the site conditions, terms & conditions, schedule of items and technical specifications of the Tender and should seek requisite clarifications, if required, from concerned Administrative office/Regional Office before quoting the rates.
28. The vendor shall not assign the contract to any one else. He shall not sublet any portion of the contract.
29. The rates quoted by the vendor shall be firm & fixed and no variation will be allowed in rates on any account. The rate quoted should be inclusive of all taxes, duties, levies etc. imposed by the Central, State Govt. or Local Administration and as applicable or becomes applicable during the contract period.
30. Proper and timely maintenance of DG set ,cable and all other material given on hire by the contractor shall be the total responsibility of the contractor giving the DG set on hire.
31. The D.G. sets offered on hire basis should be of approved makes with original sound proof canopy OEM/OEA of the DG set.
32. The DG set should comply with CPCB (Central Pollution Control Board) norms.
- 32 A. The DG set may be provided with automatic AMF panel for automatically running and stop of DG set in occurrence of power failure and resuming.
33. The vendor will make arrangement for obtaining any permission of statutory authorities for installation of D.G. set, at his own cost.
34. The required arrangements for providing exhaust pipelines of the DG sets, if required, as per specification of Statutory Authorities, will be made by the vendor at its own cost .
35. The charges for transportation, loading & unloading and installation of the D.G. sets in Bank's premises will be borne by the supplier. Mending of any damage caused to the Bank's property during loading, unloading & installation of the D.G. set in Bank premises will be done by the contractor to original finish at his cost.
36. In case of break-down of D.G. set, alternative interim arrangement will have to be made by the vendor within six hours by providing substitute generators(s) of adequate capacity at no extra cost. In case vendor fails to make alternative, interim genset arrangement, Bank will impose penalty at double the pro-rata rate to be deducted from monthly bill of the generators

Seal and Signature of the tenderer:

for the period the generating set remains nonfunctional.

37. The successful bidder will have to execute an agreement with the bank in non judicial stamp paper of Rs. 100.00 denomination before commencement of the contract. The successful bidder will also have to furnish a security deposit as detailed in point s. no. 5 above. In case of non-performance of the contract by the vendor, Bank shall have full discretion to recover money from the security deposit either partly or in full.

38. No payment will be made until the Agreement is executed and the security deposit is furnished. The security deposit (part intact) will be refunded to the contractor within a reasonable period after the closure of the contract.

39. The deployment of operators, if any, for running the generator sets should comply with all the Labour Legislations like Minimum Wage Act etc. of Govt. of India and the State Govt.

40. The contractor will have to remove the D.G. sets from the Bank's premise within 3 (three) days from the date of termination or closure of the contract, at his cost, else demur rage charges @ Rs. 1000/- (Rupees One thousand only) per day will be levied by the bank on the contractor. Mending of any damage caused to the Bank's property during taking the generators out of the Bank's premises will be done by the contractor to original finish at his cost.

41. If the successful bidder fails to perform the commencement of the contract within the specified time period, the earnest money deposited by the bidder will be forfeited including blacklisting of defaulter vendor and the bank will be at liberty to entrust the job to any other vendor within its sole discretion.

42. Any violation in the conditions of contract shall be treated as breach of contract on the vendor's part for which Bank will be at liberty to cancel the tender / terminate the agreement.

43. The vendor shall study the schedule of items, technical specifications etc. for its sufficiency considering all the regulations of local authorities and manufacturer and code of standard as applicable at the time of submitting the tender and shall bring to the notice addition or deletion, if any, in writing along with the tender.

44. The vendor shall strictly comply with the provisions of safety code including obtaining necessary insurance cover / policy to protect Bank's interest on account of loss to any person(s) and or property arising due to faulty installation etc. on the vendor's part.

45. All kinds of maintenance including periodical servicing of the Generator sets / AMF system and arrangement of Diesel required for daily running of the Generator Sets etc. shall be the responsibility of the Vendor.

46. The vendor should note that workmen assigned with operational, maintenance or any other duty for the hired DG set shall in all circumstances continue to be the employee of the vendor. No relationship of the employee and employer between the operator and the Bank shall be deemed to have established.

47. In case of 3 phase D.G. sets, it will be sole responsibility of the Vendor to ensure proper distribution of load on all the phases. The Generator sets should however, be capable to sustain 30% unbalanced loading conditions on all the phases. However, the Bank shall bear no responsibility for any kind of failure in the Generator sets on account of unbalanced load on the different phases etc. The vendor shall keep daily check over the loads on all the phases and will initiate corrective steps under the supervision of valid "A" Class License holder electrical contractor.

48. The vendor will provide suitable Batteries for the operation of "Self Starter" and will maintain the same at his own cost in good working conditions.

Seal and Signature of the tenderer:

49. The vendor should put their signature and seal(only signatures shall suffice in case the bidder is an individual)on each page of the tender document (Both on Part-I containing terms, condition & specifications and Part-II containing Price Bid) without the signature and seal (only signatures shall suffice in case the bidder is an individual) the tender shall be liable for rejection.

50. Conditional Tenders are liable for rejection.

51. If the L-1 bidder fails to commence the work/install the DG set on stipulated time or back out from performing the work then the firm/contractor shall be debarred from participation in the future tenders of SBI.

52. Bank reserves the absolute right to accept / reject any or all the offers / tenders received without assigning any reason whatsoever.

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I / WE have read and understood all the above terms and conditions carefully and undertake to abide by all of them.

Signature and seal of vendor

Address:

Date:

Phone no :

Mobile no :

PRICE BID

(TO BE SUBMITTED IN COVER -II OF THE TENDER)

HIRING OF ONE 20 KVA DG SET FOR STATE BANK OF INDIA
UNDER RBO-I, ADMINISTRATIVE OFFICE, VARANASI

BRANCH

I) FIXED CHARGES : Rs.....p.m. (in figures)
: Rupees.....p.m.(in words)

II) FUEL CONSUMPTION:liters per hour

Rates quoted as the fixed charges will include rental, operating cost, maintenance, cost of consumables/spares, lubricants as required and everything else except diesel cost and the other diesel consumption rate in litres per hour. The rate quoted shall include all other duties, taxes, levies, octroi, transport, loading and unloading charges etc. but exclusive of GST. GST shall be admitted additionally, if applicable. The methodology for deciding lowest bidder is given at as under.

Methodology for deciding lowest bidder (L1) bidder

Fixed charges (Rs)	Fuel consumption (Litre/ Hour)	Average Monthly Run (60 hours)	Diesel cost Rs 88.00 per Litre	Total amount (Rs)
C1	C2	C3	C4	C5=C1+ (C2xC3xC4)
Rs.....Ltr/Hour	60	88	C5=

Note:

Here the 60 average monthly running hours & diesel cost of Rs 88.0 are indicative in nature and have been considered only for calculation for deciding Lowest bidder. Person who have lowest amount in C5 column shall be declared as lowest (L1) bidder. The vendor has to fill the value in C1 & C2 and C3 , C4 value shall remain same as mentioned above. However fuel consumption charges shall be paid for actual running hours in that particular month and diesel price on last day of that month. Payment method is also given at point sr. no. 11(ii) of technical bid.

However work order shall be placed to lowest bidder decided by above methodology with mentioning only fixed charges and fuel consumption in Litre/Hr.

Signature and seal of Bidder

Place :

Date :

Seal and Signature of the tenderer: