



**STATE BANK OF INDIA  
THIRUVANANTHAPURAM CIRCLE**

**INVITES TENDERS AS UNDER:-**

**THI2021/AO-TVM/ELE/7**

**SUPPLY OF LIGHT FIXTURES FOR SBI ADMINISTRATIVE OFFICE, THIRUVAN-  
ANTHAPURAM**

**The last date for submission of Tender upto 3.00 P.M. (IST) on 02/12/2021.**

**Opening of Tender: 03:00 P.M. (IST) on 02/12/2021.**

(Name & Address of Contractor)

The Deputy General Manager(B&O),  
SBI Administrative Office,  
Sangamam Building,  
Palayam,Tvm – 695001

Signature of the Contractor

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**NOTICE INVITING TENDER (NIT): THI2021/AO-TVM/ELE/7**

Tenders are invited from competent OEM'S or its Authorized dealers of approved brands satisfying the eligibility criteria and technical specifications with proven expertise FOR SUPPLY OF LIGHT FIXTURES FOR SBI ADMINISTRATIVE OFFICE, TVM

1	Date of download of tender documents from Bank's web site <a href="http://www.sbi.co.in">http://www.sbi.co.in</a> under "procurement news".	From 26/11/2021 to 02/12/2021
2	Last date and time for submission of technical bid and price bid	Date: 02/12/2021 by 3:00 P.M
3	Earnest Money Deposit. (EMD)	NIL
4	Technical bid and price bid to be submitted at:	Technical bid and price bid should be submitted physically at the office of The Deputy General Manager(B&O), SBI Administrative Office, Sangamam Building, Palayam, Tvm - 695001
5	Date and Time of opening of Tenders:	Date: 02/12/2021 at 03.00 P. M. (IST) at above office address.
6	Validity of contract	90 days from the date of rate approval
7	Approved Brands	Philips, Crompton Greaves, Bajaj, Osram, Wipro, Jaguar, GE, LT, Elmer
8	Delivery Time	5 days from the confirmed purchase order
9	Warranty	Two years [to be specified on each fitting with black paint and issue the certificate]

The SBI reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Note : All the pages of the Tender document shall be sealed and signed by the Contractor

\* - 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.

**Eligibility criteria for the tenderers**

The Contractors have to submit self-attested copies of the following documents along with the tender (Technical Bid).

- The tenderer should be OEM of approved brands or authorized dealer of approved brands satisfying the technical specifications. **Copy of the valid self attested dealership certificate from OEM shall be enclosed with the quotation.**
- Income tax (PAN) and GST registration certificate.
- Technical Catalogue of quoted models of light Fitting. **Please quote separately the model no for the respective luminaries as per Annexure-I and submit the catalogues for the same.**
  
- **Make and Catalogue details for the model quoted must be written in Annexure- I.**
- **Applicant should quote only for a particular make from the approved list.**
- **Offer of those who have not quoted for all items will be neglected.**

Please read the 'INSTRUCTIONS TO TENDERERS' thoroughly before submitting the Tenders. Also note to verify the Bank web-site under 'Procurement news' before the last date and confirm that 'PROCUREMENT NEWS' to the Tender Notices issued (if any) has been read and / or complied with.

## INSTRUCTIONS TO TENDERERS.

1. This tender is for the “**SUPPLY OF LIGHT FIXTURES FOR ADMINISTRATIVE OFFICE THIRUVANANTHAPURAM, SANGAMAM BUILDING, GAS HOUSE JUNCTION,PALAYAM,TVM-695001**”. It is a Two Bid containing Technical bid and Price Bid.

In their own interest the contractors are advised to use their own specific seals and desist from using currency coins for the purpose. Tenders with incomplete or broken seals are liable to be rejected, the matter solely resting at the discretion of the EMPLOYER. If a Contractor does not quote for one or more items, the Tender will be considered as incomplete and will be rejected.

2. Clients reserve to itself the right to accept or reject any tender without assigning any reason for doing so and does not bind itself to accept the lowest or any other tender.

3.General Specifications are for guidance only.

4.Employer or Client shall mean **DGM(B&O),SBI Administrative Office,Palayam,Tvm-695001**.

**5.The tender is to be submitted in two separate sealed covers marked I & II, the cover (I) containing the Technical bid(Pages 1-10) and supporting documents There should not be any mention about the price in any manner in cover I. Cover No. II should contain the price bid as per the BOQ (Page 11). Cover I should be super scribed as (Technical Bid) and cover II as (price Bid) respectively.** All pages should be properly tied and tagged in its order for easy identification during scrutiny. Full address with phone no. of the tender should be written on the sealed covers

There should be no reference in any paper in cover - 1, to the rates or amount quoted by the tenderer in the tender. No deviations from the tender are acceptable.

7. The tenderers must use only the form issued by the SBI to provide the price bid. The Bills of quantities are liable to alternations by omission, deduction or addition at the discretion of the SBI.

1. TENDER FORM

**SUPPLY OF LIGHT FIXTURES FOR SBI ADMINISTRATIVE OFFICE,SANGAMAM BUILDING,PALAYAM,TVM-695001**

Dear Sirs,

I/We the undersigned have carefully gone through and clearly understood after visiting the Tender documents comprising of the tender form, Notice to contractors, and Schedule of Probable quantities and Draft Agreement prepared by SBI.

I/We do hereby undertake to execute and complete the whole or part of the work (as desired by you) at the respective rates which/I/We have quoted for the respective items of the Probable Bill of Quantities.

In the event of this Tender being accepted I/We agree to enter into an agreement as and when required and execute the contract according to your form of Agreement, within 15 days of receipt of work order, in default thereof, I/We do hereby bind my-self/ourselves to forfeit the aforesaid initial security deposit.

I/We do hereby undertake to execute the rate contract at the respective rates and are agreeable to all the terms and conditions expressed by the Bank as per the tender.

I/We do hereby undertake to keep the rates valid for the period of 90 days from date of acceptance of your offer.

I/We do hereby undertake to supply as per specifications of the Bank and to maintain the units as mentioned in the 'technical bid'.

I/We do hereby undertake to supply more quantities than indicated in this tender in case of need at any point of time, during period of contract

I/We do hereby undertake to provide maintenance and service to Light fixtures after the warranty period through your authorized dealers.

Yours faithfully,

Contractor's Signature

Address:

Date:

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Signature of the Contractor

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## 2. NOTICE TO CONTRACTOR

### **SUPPLY OF LIGHT FIXTURES FOR SBI ADMINISTRATIVE OFFICE, SANGAMAM BUILDING, PALAYAM, TVM-695001**

Dear Sirs,

1. On behalf of SBI, LHO, **Thiruvananthapuram**, we have pleasure in inviting you to tender for the aforesaid work.
2. The tenderer must obtain for himself, on his own responsibility and at his own expenses, all the information which may be necessary for the purpose of filling this tender and for entering into a contract for the execution of the same and must inspect the site of the work and acquaint himself with all local conditions and matters pertaining thereto.
3. Total rate for each item will be arrived considering all the sub components under each item inclusive of warranty.
4. All pages of the tender document shall be signed by authorized signatory and stamped. All Corrections shall be duly signed and stamped. Bids received after the above date/time will not be considered.
5. Each of the tender documents page is required to be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General conditions etc, as laid down. Any tender with any of the documents not so signed will be rejected.
6. The tender documents must be filled in English and all the entries must be made by hand and written in ink/Ball pen. If any of the documents are missing or un-signed, the tender shall be considered invalid.
7. **Please quote separately the model no for the respective luminaries as per Annexure-I and submit the catalogues for the same.**
8. Whenever interstate movement of Light fixtures of above rating is involved, the compliance and completion of statutory formalities including matters relating to transport, loading, unloading, GST or other access or tax and delivery of Light fixtures at the bank specified premises it is at the sole responsibility of and at the cost of vendor only. In case any document is to be signed for the purpose, the same may be obtained by the vendors representative from the specified office/branch of the bank and the same will be signed and returned by the bank after due verification.
9. Failure to enclose any / all of the necessary documents and to submit the tender in the required format etc. will disqualify the tender.
10. Bank reserves the right to ask the vendors to divert the ordered equipment for a particular site to a different location / city / site, if the situation so warrants.

11. The tenderer must use only the form issued by the Bank to provide the price bid.
12. The rate should be inclusive of all duties, taxes, transport, transit insurance, loading-unloading etc. No increase in the above is acceptable to the Bank. The rates shall be firm throughout the execution of the order. No variation in the quoted rates subsequently will be allowed and no additional claims other than quoted rates will be entertained.
13. Payment will be made at SBI AO Tvm after supply of materials at site.
  - i) No advance is payable.
  - ii) The amount will be payable against delivery and testing of items at the site. No amount will be payable in advance. **Retention amount of 3% of contract value will be withheld by the Bank and will be released after the completion of defect liability period of one year from date of delivery.**
14. Delivery unless specified, shall be within 5 days from the date of confirmed purchase order.
15. Liquidated damages for delay in supply & Completion: If the delivery is not done within the stipulated time period, a penalty of ½ % of the contracted value per week subject to a Ceiling of 5% of contract value will be levied to the Light fixture Supplier.
16. Guarantee/Defect Liability Period: **All Luminaries should carry a minimum warranty of Two year from the date of installation.**
17. Agreement on stamp paper: The successful tenderer should enter into formal agreement with Bank on stamp paper worth Rs.200/- (at successful tenderer's cost) as per the standard format issued by the Bank.
18. Date of supply, warranty and address of the supplier with phone no. shall be written on the fixtures by black/white paint.
19. **Copy of the valid self attested dealership certificate shall be enclosed with the quotation.**
20. The quantities mentioned in the tender schedule are tentative and it can change while placing the order as per the actual requirement then.
21. Fixtures if got damaged during the transportation must be replaced with new one within 48 hrs.
22. **Make and Catalogue details for the model quoted must be written in Annexure- I.**
23. **Applicant should quote only for a particular make from the approved list.**
24. **Offer of those who have not quoted for all items will be neglected.**
25. The light fittings should be supplied in ready to use condition along with all accessories including lamps and fixing frame.
26. Deviations in terms and conditions or technical specifications will not be acceptable.

## ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 2021 between Deputy General Manager(B&O), SBI Administrative Office, Sangamam Building, Palayam, Thiruvananthapuram (hereinafter called the "Employer") of the one part and

\_\_\_\_\_ (hereinafter called "The Contractor") of the other part, where as the Employer is desirous of getting the work of "SUPPLY OF LIGHT FIXTURES FOR SBI ADMINISTRATIVE OFFICE, SANGAMAM BUILDING, PALAYAM" executed and has caused conditions of contract, specifications and schedule of quantities etc., describing the works prepared by SBI AND WHEREAS the SAID documents numbered as per list attached inclusive of \_\_\_\_\_ and the conditions of contract, specifications and schedule of quantities etc., have been signed by or on behalf of the parties hereto.

AND WHEREAS THE CONTRACTOR has agreed to execute upon and subject to the conditions set forth in the Schedule hereto (hereinafter referred to as "Said Conditions") the works described in the same specifications and included in the said schedule of quantities for such sum as may be ascertained to be payable in terms of the Bills of Quantities against each type of air conditioner.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said sum 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 in the said drawings and described in the said specifications.
2. The Employer shall pay the contractor the said sum or such sums as shall become payable hereunder at the times and in the manner specified in the said conditions.
3. Tender documents containing Notice to the Contractor, Conditions of Contract, other conditions, Technical bid with Specifications, Price breakup and work order with the rates entered therein, shall be read and studied as forming part of this agreement and the parties hereto shall respectively abide by and submit themselves to the conditions and stipulations and perform the agreement on their part respectively in such conditions contained.
4. Time shall be considered a the essence of this agreement and the contractor hereby agrees to complete the work within 5 days reckoned from the date of issue of work order to execute the work, as provided for in the said conditions and complete the entire work .
5. This agreement and contract shall be deemed to have been made in Thiruvananthapuram and any questions or dispute rising out of or in any way connected with this Agreement and Contract shall be deemed to have arisen in Thiruvananthapuram and only the courts in Thiruvananthapuram shall have jurisdiction to determine the same. The limitation period will be 90 days from the date of dispute having arisen.

AS WITNESS our hand this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Signed by the said in the presence of:



WITNESS : SIGNATURE

CONTRACTOR

NAME :

ADDRESS :

EMPLOYER

WITNESS : SIGNATURE

NAME :

ADDRESS :

ANNEXURE –I

Sl. No	Description	
<b>1</b>	<b>Light Fixtures</b>	<b>Make &amp; Catalogue No of items offered</b>
a	Supply of LED 2'x2' Square light fittings ( <b>Recess mounting</b> ), Full glow model, minimum 36W, IP20, CRI>80, THD<10%, PF>0.9, Lumen efficacy (minimum) 110 Lm/w, Colour temperature 5700K to 6500K with <b>driver and frames</b> for mounting on to the gypsum ceiling of approved brands	
b	Supply of LED Down Light fitting (round type), with driver ( <b>Recess mounting</b> ), Ceiling cut out dia- <b>150mm</b> , minimum 13 to 16 W, IP20, CRI>80, THD<10%, PF>0.9, Lumen efficacy (min) 100lm/w, Colour temperature 5700 to 6500K of approved makes	
c	Supply of LED, 4ft, minimum 20W Single tube set, 6500K – with LED tubes of approved brands	

- Rates should be inclusive of all taxes, GST, duties freight, insurance, loading, unloading charges etc on door delivery basis as applicable. The fittings shall be delivered to SBI AO, Sangamam Building, Palayam, Tvm-01
- Make and Catalogue details for the model quoted must be written in Annexure- I.
- **Applicant should quote only for a particular make from the approved list.**
- Guarantee: All Luminaries should carry a minimum warranty of Two year from the date of installation.
- **Offer of those who have not quoted for all items will be neglected.**
- Total rate for each item will be arrived considering all the sub components under each item inclusive of warranty.

## PRICE BID

BOQ for Supply of Light fixtures at SBI AO Building Thiruvananthapuram					
Sl. No	Description	Unit	Qty	Rate	Amount
<b>1</b>	<b>Light Fixtures</b>				
a	Supply of LED 2'x2' Square light fittings ( <b>Recess mounting</b> ), Full glow model, minimum 36W, IP20, CRI>80, THD<10%, PF>0.9, Lumen efficacy (minimum) 110 Lm/w, Colour temperature 5700K to 6500K with <b>driver and frames</b> for mounting on to the gypsum ceiling of approved brands	Nos	101		
b	Supply of LED Down Light fitting (round type), with driver ( <b>Recess mounting</b> ), Ceiling cut out dia- <b>150mm</b> , minimum 13 to 16 W, IP20, CRI>80, THD<10%, PF>0.9, Lumen efficacy (min) 100lm/w, Colour temperature 5700 to 6500K of approved makes	Nos	127		
c	Supply of LED, 4ft, minimum 20W Single tube set, 6500K – with LED tubes of approved brands	Nos	70		
	Total in Rs.				

Total in Words (Rupees.....Only).