



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE GUWAHATI,  
NORTH EAST CIRCLE

RFP Ref. No. P&E/ FIRE SAFETY /2022-23/ EOI/92

DATED: 14/11/2022

**EXPRESSION OF INTEREST (EOI)  
FOR THE EMPANELMENT OF AGENCIES / FIRMS / COMPANIES FOR SITC  
[SUPPLY, INSTALLATION, TESTING, COMMISSIONING & SERVICING]  
OF  
FIRE SUPPRESSION SYSTEM (WET RISER/DOWN COMER/ SPRINKLER SYSTEM**

**FOR THE BANK BRANCHES / PREMISES LOCATED IN THE STATE OF  
ASSAM, NAGALAND, MIZORAM, TRIPURA, MANIPUR, MEGHALAYA,  
& ARUNACHAL PRADESH**

**UNDER THE JURISDICTION OF  
STATE BANK OF INDIA, LOCAL HEAD OFFICE  
GUWAHATI, NORTH EAST CIRCLE**

**START DATE: 16/11/2022**

**CLOSE DATE: 06/12/2022 (BY 02.00 PM)**

**ADDRESS FOR COMMUNICATION**

**ASSISTANT GENERAL MANAGER (PREMISES & ESTATE)  
PREMISES & ESTATE DEPARTMENT  
3<sup>RD</sup> FLOOR A-BLOCK, SBI LHO BUILDING,  
P.O. ASSAM SACHIVALAYA, DISPUR,  
GS ROAD GUWAHATI - 781 006, ASSAM**

E- mail: [agmpne.lhogu@sbicoin](mailto:agmpne.lhogu@sbicoin) & copy to [fo.lhogu@sbicoin](mailto:fo.lhogu@sbicoin)

**ATTENTION FOR THE APPLICANTS:**

- i. Applicants who are authorized dealers/manufacturers of any one or more of the offered brands or equivalent brands of products and fulfilling the Technical specifications and eligibility criterion as mentioned in EOI may only apply. Selection of Brand / Make is the sole discretion of the Bank.
- ii. The existing empanelled vendor on the Bank's panel who fulfill the eligibility criteria are also required to apply afresh. The application cum tender documents can be downloaded from the Bank's web-site "[www.sbi.co.in](http://www.sbi.co.in)" under procurement news.



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DATED: 14/11/2022

**NOTICE FOR THE EMPANELMENT OF AGENCIES / FIRMS / COMPANIES FOR  
SITC [SUPPLY, INSTALLATION, TESTING, COMMISSIONING] & MAINTENANCE  
OF  
FIRE SUPPRESSION (WATER BASED) SYSTEM  
(WET RISER/DOWN COMER/ SPRINKLER ETC. SYSTEM) AS PER BIS & NFPA STANDARD  
IN SBI BUILDINGS / PREMISES IN THE STATE OF ASSAM, NAGALAND, MIZORAM, TRIPURA,  
MANIPUR, MEGHALYA, & ARUNACHAL PRADESH  
UNDER NORTH EAST CIRCLE**

State Bank of India is a body corporate constituted under State Bank of India Act, 1955, having its Corporate Office at State Bank Bhawan, Madam Cama Road, Mumbai and one of its Local Head Office at Guwahati, North East Circle which expression shall mean and include its successors and assignees, hereinafter referred to as SBI / the Bank), represented by its authorized officer Assistant General Manager (P & E), SBI LHO Guwahati, North East Circle.

2. The Bank, hereby invites Expression of Interest (EOI) from the reputed firms/ Companies / Sole Proprietors for its Branches / Offices under the control of LHO, Guwahati and located in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh for supply, installation, commissioning, maintenance / servicing of **FIRE SUPPRESSION (WATER BASED) SYSTEM (WET RISER / DOWN COMER / SPRINKLER SYSTEM ETC.) AS PER BIS & NFPA STANDARD.** The proposed empanelment exercise is meant for enlisting qualified and competent vendors to fulfill the following objective:

- i. Acceptance for executing Annual Maintenance Contract (AMC) in respect of existing system already installed in Branches would be a mandatory condition.
- ii. To undertake fresh installation where warranted, as per new specifications laid down by the Bank for the future requirements at the Branches/Offices of approved Brand / Make as per relevant BIS.
- iii. To create and have a pool of readily available vendors capable of supplying required systems, equipment's / components or services as per laid down specifications at competitive rates without loss of time.

3. Empanelment of vendors for the purpose will be for a period of three years; however the same is subject to review by the Bank. The performance of the contractors - will be reviewed on yearly basis or as per discretion of the Bank for determining their continuation or removal from the panel during this period.

4. The evaluation for inclusion on bank's panel for the above said purpose will be based on the experience, reputation, empanelment with other Bank's PSU's, Govt. institutions, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, etc. and if found necessary may also include inspecting the works undertaken by them for which, necessary co-ordination shall be provided by intending applicants. Based on the details furnished and inspection of works, eligibility criteria, the applicants will be shortlisted for empanelment. Decision of the Bank regarding selection / rejection for empanelment will be final.



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5. Mere submission of application does not guarantee for empanelment, Bank may increase the numbers of Vendors in this category, if required and Bank's decision in this regard shall be final. Only short listed applicants who are included on bank's panel will be intimated by the Bank for submission of the price bidding etc.

6. Intending applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence, and adequate evidence of their financial standing etc. in the enclosed form which will be kept confidential. **EOI** is divided into following parts:

- i. **Part I** - General Terms & Conditions [ Contains General Information and Instructions for the Bidders about the EOI such as the time, place of submission, validity period of tenders, etc].
- ii. **Part II** - Pre- Qualification Eligibility Criteria
- iii. **Part III** - Evaluation Criteria Cum Selection Process
- iv. **Part IV** - Technical Specifications of the items / Services required
- v. **Part V** - Scope of Work [ For New installation / AMC of existing system]

7.0 For clarification, if any please contact **Manager (Fire)**, Premises & Estate Department, SBI LHO, Guwahati on Mob. No. 7570984242 during Office hours.



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**1.0 PART – I: GENERAL INFORMATION AND TERMS & CONDITIONS:**

**1.1 INSTRUCTIONS TO THE APPLICANTS**

The intending Applicants should be actively engaged in the field of supplying / maintenance of **Fire Suppression (Water Based) System** with reputed PSU/ Nationalized Bank / State Govt./Central Govt./Large Private Sector Bank Etc. and should have minimum experience as mentioned in Pre-Qualification Eligibility Criteria. Testimonials to be submitted along with the Application Form are as under: (Attested photocopies of all relevant documents as mentioned in the list of testimonials and other required documents, are to be submitted)

- i. List of clients, addresses, their contact numbers and Technical Specifications / Brochure of the product/s offered.
- ii. A valid current FY year Direct Authorized Dealer Certificate from Original Equipment Manufacturer (OEM) as well as Back-to-back agreement with OEM must be submitted, so that direct support for availability of spares and upgrades is available for at least 5 years.
- iii. Proof of registration with ESI and EPF and enrolment of employees under these schemes.
- iv. SBI reserves the right to change the dates mentioned in this document, which will be updated in the Banks website.
- v. The information provided by the vendors in response to this document will become the sole property of SBI and will not be returned. SBI reserves the right to amend, rescind, or reissue this application.
- vi. After scrutiny of applications for empanelment of vendors, Price bids will be invited from the technically short listed –applicants/ vendors only. Communication of selection on Bank’s panel will be made in this regard. No communication will be made to those applicants whose names are not included on Bank’s panel after short listing exercise.
- vii. Please note that all the information required by the Bank needs to be provided and incomplete Application would lead to disqualification/ non-consideration of the proposal and no request in this regard shall be entertained.
- viii. The Bank reserves the right to reject any or all application or cancel the empanelment process without assigning any reasons whatsoever. The Bank also reserves the right to change or modify any specification / configuration on a later date / during the process of bidding / demonstration / actual installation of the system.
- ix. **OPEN TO SUPPORT OFFICE**: Shortlisted applicants should have an office or shall open a Branch / Office setup within one month from the date of allotment of work, under the jurisdiction of SBI Administrative Offices / Regional Business Offices located in States of North East under NORTH EAST CIRCLE, wherever work allotted with sufficient qualified and trained engineers / technicians / personals for supervision and sufficient spare parts in stocks for execution of works. The Bank may inspect the facilities of the vendors to verify the genuineness and to ensure the conformity with the details given. In case the applicant refuses or fails to open his office / setup within the stipulated time, his empanelment is liable for termination and his EMD / security money with the bank shall also be forfeited.



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- x. **AUTHORIZATION CERTIFICATES TO THE TECHNICIAN:** Shortlisted Vendors shall submit the name of Service Engineers/ Technicians to the Bank and further Bank's Fire Officer, posted at P&E Deptt, LHO, Guwahati will evaluate the competency of the Service Engineers/Technicians and if found suitable authorization letter will be issued to perform the work at SBI Branches/Offices. Without authorization, no other persons shall be allowed to visit / attend the Breakdown / AMC /New Installation of the System in SBI Branches/Offices.
- xi. The intending vendors who are under arbitration / litigation with our bank or have been black listed / de-listed by any Nationalized Banks / PSUs /Govt./ Private / Financial institutes will not be considered for Empanelment and if it is found on latter stages, Bank will terminate his empanelment and also forfeit his EMD / Security Money deposited with the bank.
- xii. If the application is made by a partnership firm, a certified copy of the Partnership Deed, Current Address of the firm and the full names and current addresses of all the partners of the firm shall also accompany the application.
- xiii. If the application is made by a Limited Company it shall be signed by a duly authorized person holding the Board Resolution for signing the application in which case certified copies of the Power of Attorney and the Certificate of incorporation, Memorandum & Articles of Association shall accompany the application.
- xiv. If the space in the Application Form is insufficient for furnishing full details, the information shall be supplemented in separate sheets of paper stating therein the part of the statement and serial number. Separate sheets shall be used for each part, which shall have seal and signature.
- xv. The documents provided by the intended vendor are Non-returnable.
- xvi. The bank takes no responsibility for application being lost or delayed in receipt due to any reasons, whatsoever including natural calamity.
- xvii. The bank reserves its right to postpone the date of submission or issue any additional amendments/corrigendum, which will be published at Bank's website only.
- xviii. Applications received after due date and time or incomplete in any respect are liable to be rejected and no request in this regard will be entertained by the Bank.
- xix. Costs incurred by the applicant in applying, in providing necessary clarifications or attending discussion, conferences, or site visits or giving demonstration of equipment, will not be reimbursed by the bank.
- xx. The intending applicants are required to submit their full Bio-Data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc., in the enclosed statement (along with requisite testimonials). Incomplete applications or applications without proper proof for establishing their credentials will not be considered for short listing for Empanelment.
- xxi. The decision of the bank with regards to short listing or selection of vendors will be final. The bank is not bound to assign any reason thereof.
- xxii. Technical Specifications / Brochure (wherever applicable) of the product offered will be attached along with the Application Form. The bank is at its discretion to call for



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- demonstration of the product and also reserves its right to reject / select any of the products, which may not meet its requirement, without assigning any reason thereof.
- xxiii. The evaluation of the applicant vendors and their products will be carried out by the bank as per the information / testimonials provided along with the Application Form. If after empanelment it is found that any information or details furnished by applicants is/are false / inadequate at the time of evaluation or any time in future or any material information is withheld which comes to the notice of the bank at a later date, the Empanelment of such applicant will be cancelled immediately, without notice and without assigning any reason there for.
- xxiv. Empanelment of vendor for the purpose will be for a period of three years however the same is subject to satisfactory review. The performance of the contractor will be reviewed on yearly basis or as per discretion of the Bank for determining their continuation or removal from the panel during this period. Bank shall reserve the right to cancel the panel of vendors, or any individual vendor on account of unsatisfactory performance or go in for fresh empanelment or extend the period of validity of empanelment at its discretion and it shall be binding upon all the vendors who are empanelled through this exercise.
- xxv. Bank reserves the right to reject any or all the applications without assigning any reason thereof and also reserves the right to restrict number of applicants for tendering at its sole discretion. Bank's decision in this regard shall be final and binding on all concerned.
- xxvi. The Empanelment of a vendor shall be cancelled any time during the validity period in case of poor performance, abnormal delay in completion of work, abandoning of allotted work, non participation in the tendering process, bankruptcy, for any activity detrimental to the interests of the bank and in case the Empanelment is secured based on false information / documents. In case of cancellation / de-listing from the Empanelment list, the vendor shall be debarred from tendering / taking of works in the bank for a period decided by the bank. In this regard decision of the bank will be final and binding on the party.
- xxvii. Empanelment of vendors does NOT guarantee for allotment of TENDER/WORK.
- xxviii. The Vendors shall comply with the Labour Laws and/ or other laws in force at the relevant time and the Bank will not be responsible for any action/ inaction/ acts/ deeds of the vendor. In case of failure on the part of vendor in comply with any law, the vendor will be solely responsible for the same without any exception.
- xxix. In case of any dispute arising out of or in relation to this EOI, the dispute shall be resolved by way of Arbitration and the decision taken by the Arbitrator who will be appointed by the Bank will be final and binding on the Applicant / Vendor. The place of arbitration shall be at Guwahati and its proceeding shall be governed by Arbitration & Conciliation Act, 1996 as amended from time to time. Legal disputes, if any, shall be subject to the exclusive jurisdiction of Courts in Guwahati only.
- xxx. The vendor/bidder should not sub-let the contract awarded to him to any other person.
- xxxi. If at any stage the information furnished by the applicant is found to be incorrect the empanelment of the vendor is liable to be canceled at the discretion of the Bank.
- xxxii. Incomplete applications and those received late will be rejected by the Bank and will not be considered for further processing of empanelment exercise. The decision of Bank to
- SEAL & SIGN FIRE SUPPRESSION SYSTEM (WET RISER/DOWN COMER/ SPRINKLER SYSTEM) **PAGE 7 OF 39**



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- accept or reject any application for pre-qualification will be final and no request shall be entertained in this regard
- xxxiii. Bank will not enter into any correspondence with applicant / vendor except in case of clarification sought with regard to this document and only if considered appropriate by the Bank. The applicants are aptly informed that all new Fire Safety Equipment's to be procured by the Administrative Offices / Branches / Offices should meet the new specifications (**PART IV - TECHNICAL SPECIFICATIONS**).The detailed specifications of required product is enclosed for submission of compliance in Yes or No format by the applicant. Existing Fire Safety Equipment's in use in Branches/Offices need not be replaced till such time they are in working condition or before exhausted their self life period as mentioned in EOI either work order has not been placed for new procurement by the competent authority of the Bank.
- xxxiv. Applicants to ensure that the required documents by the Bank for this application are dully filled up and are being submitted as per the **CHECK-LIST** and enclosed along with this application and supporting documents.
- xxxv. **Amendment:** At any time before the last date and time for submission of response to the EOI the Bank may, for any reason, modify the EOI document, by an amendment that would be displayed on Bank's Website [www.sbi.co.in](http://www.sbi.co.in); the Bank would make no other intimation in this regard. It would be the sole responsibility of the applicant to submit bid / proposal incorporating amendments, if any.
- xxxvi. **Disclaimer:** The EOI would bind neither the Bank in any contract nor in an offer of an assignment/contract. The Bank reserves the right to accept any bid/ proposal or reject any or all the bids/ proposals received in response to the EOI and to cancel the entire process at any time prior to award of the assignment/contract, without thereby incurring any liability to the affected respondent/s. The Bank shall not be bound to offer any reasons for such acceptance/ rejection nor shall entertain any correspondence with the rejected respondents in this matter. The Bank reserves the right to cancel the empanelment process altogether at any time for any reason whatsoever purely at the discretion of the Bank.
- xxxvii. The Vendors shall not use logo and name of the State Bank of India on their letter head, sign board, and rubber stamp etc., and there shall not be any principal agent relationship between the Bank and the Vendor.

## **1.2 DEFINITION OF TERMS & TERMINOLOGIES**

- i. **Bank / Purchaser'** shall mean the client on whose behalf this tender is issued and his authorized representative.
- ii. **'Fire Engineers'** shall mean Fire Engineer / Fire Officer appointed by Bank for the project.
- iii. **'Bidder'** shall mean party who quotes against this enquiry.
- iv. **'Contractor'** shall mean the successful `BIDDER' whose bid has been accepted by the Bank and on whom Purchase/Work Order will be placed.
- v. **'PROJECT'** shall mean the project specified in tender.





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- vi. 'SITE' shall mean the actual place of work as detailed in specification / tender
- vii. 'SPECIFICATIONS' shall mean collectively all the terms and stipulations contained in those portions of contract as general and special conditions, amendments, deletions, revisions as made in agreement or written agreements made pertaining to method of work.
- viii. 'Month' shall mean Calendar month.
- ix. 'Plant/Equipment' and 'Works' shall mean respectively the goods to be supplied and services to be provided by the contractor.
- x. 'Contract/Work Order' shall mean the order specifying works and associated specifications to be executed by "Bank and Contractor."
- xi. 'Contract Period' shall mean the period during which "Bank" and "Contractor" shall execute the entire contract as agreed.
- xii. 'Guarantee Period' / "Defect Liability Period" shall mean period during which the plant / equipment and installations shall give same and trouble free performance as guaranteed by contractor.
- xiii. 'Fire Engineer's Instructions' shall mean instruction oral or written, drawings, direction, explanations issued by Consultant / Fire Engineer / Architects on be-half of the Bank from time to time during period of contract. (All 'oral' instructions shall be authenticated by written instructions immediately.)
- xiv. 'Performance Tests' shall mean all tests to be carried out by contractor as per specifications prior to installation being taken over by Bank under guarantee.
- xv. 'Commissioning' shall mean integrated activity of carrying out performance tests, initial and trial operations of system.
- xvi. 'Drawings' shall mean all drawings furnished by Fire Engineer / Bank for basis of proposal or for carrying out works, from time to time; all drawing submitted by vendor provided such drawings are acceptable to Fire Engineer/Bank.
- xvii. 'UR' means quote unit rate.
- xviii. **Circulation Area** - Area (including a stairway) used mainly as a means of access between a room and an exit from the building or compartment.
- xix. **Floor** - Area contained on each storey of the building.
- xx. **Applicant** - means "Vendor" willing to apply Expression of Interest (EOI).

## **2.0 PART II: PRE- QUALIFICATION ELIGIBILITY CRITERIA**

### **2.1 (a) FINANCIAL:**

- i) Average Annual Turnover of **Rs. 22 Lac** for the last three consecutive years ending 31<sup>st</sup> March 2022 by virtue of audited Balance sheet in the same field of business of installation and maintenance of **FIRE SUPPRESSION (WATER BASED) SYSTEM** and should also be presently in same business (Supply/Installation of Fire Safety Equipments & Maintenance).
- ii) The applicant must have sound financial capacity / credit worthiness to be supported by a **Solvency Certificate of Rs.10 Lac issued not more than 3 month older from the last date of submission of application** as per **Annexure F**.



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- iii) **Solvency Certificate** must be produced in original on the letter head of issuing Bank and if applicant submitting EOIs in more than one categories then he may attach xerox copy by stating that original has been attached in which EOI (but only higher value of **Solvency Certificate** will be considered).
- i) ITR for the last 3 Financial Years i.e. 2019-20, 2020-21 and 2021-22 ending March 2022.  
The company should be in profit during the last 03 consecutive years.
- ii) Chartered Accountant Certified / Audited Balance Sheet and Profit & Loss Accounts.

**2.1 (b) NON-FINANCIAL:**

- i) The applicant should be in the business of Fire Suppression (Water Based) System (Manufacturer / Dealers/Supplier) for the minimum **last five (05) years as on 31/10/2022**.
- ii) Supply, Installation, & Maintenance of Fire Suppression (Water Based) System shall **be a primary activity of the applicants**.
- iii) The firms shall furnish documents evidencing and establishing the bidder's eligibility to supply the material by means of a **Back to Back Support Certificate for minimum 05 years from the Original Equipment Manufacturers (OEM)**, besides the brochures, literature, drawings etc. in support of Fire Suppression (Water Based) System being offered, should be attached.
- iv) OEM Certificate / letter to be in Original and no photocopy or colored xerox will be acceptable (**In absence of the Original Certificate from the OEM the applicant will be disqualified**).
- v) Work Orders executed for PSU/ Nationalized Bank / State Govt./Central Govt./Large Private Sector Bank etc. mentioning nature of work and their value.

**2.2 PERFORMANCE CERTIFICATES:**

Performance certificates must be submitted as per **Annexure- I**, by the interested applicants against successful completion of work, AMC and must be issued by the competent authority from the currently working deptt i.e. Govt. Sectors/ Public Sector Bank / PSU / Financial institution issued during the current financial year **but issued not more than three months old from the date of publishing of the EOI**, and in case of applicant working with SBI "**Performance Certificates**" must be issued from the AOs/RBOs by the competent authority [not below the rank of Chief Manager (GB)/CM (CS)/CM (Admin)] only be accepted. Preference will be given if the Performance Certificates issued by the State Bank of India. Performance Certificate must be produced in original on the letter head of that organization and if applicant submitting EOI in more than one categories then he may attach xerox copy by stating that original has been attached in which EOI.

**2.3 WORK EXPERIENCE:**

- 2.3.1 The applicant should produce contract orders and installation certificate along with satisfactory performance certificate from customers for eligible services. The experience of having successfully completed similar works of supply, installation, testing, commissioning of Water Based Fire Suppression System during last five years as on 31/10/2022 at PSU/ Nationalized



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Bank / State Govt./Central Govt./Large Private Sector Bank/Other establishment etc. The system to be installed should conform to relevant BIS code viz. Sprinkler System should be as per IS: 15105, Fire hydrant & wet riser system should conform to IS: 3844, Installation of hose reel should conform to IS: 884 etc. and also relevant BIS & NFPA standards.

2.3.2 The applicant should produce contract orders and installation certificate along with satisfactory performance certificate from customers for eligible services. The experience of having successfully completed similar works of supply, installation, Testing, Commissioning, Maintenance of **Fire Suppression System (Water Based)** at least **one should be a reputed Public Sector Bank** during last five years as on 31/10/2022 and should have carried out either of the followings:

a. **Three similar completed** works costing not less than amount **equal to 40%** of the estimated cost of 22 lac.

**OR**

b. **Two similar completed works** costing not less than amount **equal to 50%** of the estimated cost of 22 lac.

**OR**

c. **One similar completed works** costing not less than amount **equal to 80%** of the estimated cost of 22 lac.

**2.4 APPLICANTS HAVING NEAR RELATIVES:** Near relative shall mean spouse, father (including step father), Mother (including step mother), Son (including step son) and / or his wife, grandson, daughter (including step daughter) and/or her husband, brother (including step brother) and/or his wife, sister and/or her husband, Father-in-law, Mother-in-law, Brother-in-law and / or his wife, Sister-in-law and/or his husband. A declaration to the effect that near relative (s) is/are employed in SBI or not should be submitted by the applicant as per **Annexure - E.**

**2.5 REGISTRATION REQUIREMENTS:**

- i. Registration Certificate of the Firm showing the activities of the Firm or Certificate of Incorporation in case of Company.
- ii. GST Registration Certificate.
- iii. Pan Card.
- iv. The applicant firm/vendor must be registered for the purpose of service tax and have a registration number for the purpose.
- v. Registration Certificate under Shops & Establishment Act issued by respective State Governments (**Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya, and Arunachal Pradesh**). Those applicants who do not have Shops & Establishment license must give an **undertaking to submit the same within 10 calendar days from the date of last date of submission of EOI**, failing which the candidature shall be cancelled and no separate reminder/communication will be done in the matter in this regard.



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**2.6 PRODUCTS CERTIFICATIONS:**

Component of the Fire Protection (Water Based) System should be as per Bank specifications viz New age / Mather & Plat / Kirlosker / AAAG or any other if considered equivalent at the discretion of the Bank, to be specified by the bank at the time of tendering for the particular project/work. However it is advised that as per the requirements / discretion of the Bank amendment may be made with regards to equipment specifications.

**2.7 AUTHORIZATION LETTER:**

- i. The applicant should submit the authorization Letter from the Principal / OEM whose products are proposed.
- ii. The applicant should either be the original equipment manufacturer of the proposed system or a subsidiary company of a manufacturer company for such system or an authorized supplier/channel partner of a manufacturer of a proposed system.
- iii. If the Applicant is authorized supplier of the equipment, he shall have back to back agreement with each of the equipment manufacturer, so that direct support for maintenance, spares parts are available for at least 5 years.
- iv. State Bank of India reserves the right to visit /inspect Applicant / Manufacturer / workshop facilities to ascertain the above facts. The Bank's representatives may visit the applicant's factory site/offices and contact his past clients for verification of information given by the applicant. The applicant will be required to give them the necessary facilities for verification.

**2.8 PRODUCT LITERATURE:**

Applicant shall furnish **Product Literature** as a part of bid documents establishing the applicant's ability to supply the material as per Bank's approved specifications. The applicant shall also submit documentary evidence in the form of literature, drawing, & data on the product offered. Evaluation will be done on the basis of the documents submitted along with the bid without any further reference to the applicant.

**2.9 SERVICE SUPPORT OFFICE:**

- i. The applicant should have an established Office / Service Center with technical personnel or else must open the said office within one month from the date of receipt of work allotment letter (undertaking to be submitted as per **Annexure-H**) for providing 24x7 post implementation support, proof for the same to be submitted.
- ii. The applicant should be prepared to open the additional support offices at new centers within the area of jurisdiction of Administrative Offices Guwahati (Assam), Dibrugarh (Assam & Arunachal Pradesh), Shillong (Meghalaya & Manipur), Jorhat (Assam, Nagaland), and Silchar (Mizoram, Tripura). Complete address, contacts, and documentary evidence for the same needs to be provided to the Bank. The contact details, especially the telephone numbers, or service focal point/s should remain unchanged during the currency of vendor's relation with SBI NORTH EAST CIRCLE. In case, these are changed, the vendor should inform the same to the Bank 15 days in advance.



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iii. Details area of operations under North East Circle are as under:

S.NO.	Network	ZONES	AREA OF OPERATION
i.	NW-I	AO Guwahati	<b><u>Branches / Offices are under the state of Assam covering Districts:</u></b> Bongaigaon, Baksa, Barpeta, Chirang, Dhubri, Goalpara, Hojai, Kamrup, Kamrup Metro, Karbi Anglong, Kokrajhar, Morigaon, Nagaon, Nalbari, South-Salmara-Mancachar, West Karbi Anglong
ii.		AO Dibrugarh	i. <b><u>Branches / Offices are under the state of Assam covering Districts:</u></b> Biswnath, Darrang, Dhemaji, Dibrugarh, Lakhimpur, Sonitpur, Tinsukia and Udalguri. ii. <b><u>Branches / Offices are under the state of Arunachal Pradesh covering Districts:</u></b> West Siang, West Kameng, Upper Subansiri, Upper Siang, Tirap, Tawang, Subansiri, Siang, Papumpare, Namsai, Lower Subansiri, Lower Dibang Valley, Longding, Lohit, Kurung Kumey, Kra Daadi, Kameng, East Siang, East Kameng, Dibang Valley, Chunglang, Anjaw.
iii.		AO Shillong	i. <b><u>Branches / Offices are under the state of Manipur covering Districts:</u></b> Bishnupur, Chandel, Churachandpur, Imphal East, Imphal West Jiribam, Kakching, Kamjong, Kangpokpi, Noney, Pherzwal, Senapati, Tamenglong, Tengnoupal, Thoubal & Ukhul. ii. <b><u>Branches / Offices are under the state of Meghalaya covering Districts:</u></b> East Garo Hills, East Jaintia Hill, East Khasi Hills, North Garo Hill, Ri Bhoi, South Garo Hills, South West Garo Hill, South West Khasi Hills, West Garo Hills, West Jaintia Hill & West Khasi Hills.
iv.		AO Jorhat	i. <b><u>Branches / Offices are under the state of Assam covering Districts:</u></b> Charaideo, Golaghat, Jorhat, Majuli and Sibsagar. ii. <b><u>Branches / Offices are under the state of Nagaland covering Districts:</u></b> Dimapur, Kiphire, Kohima, Longleng, Mokokchung, Mon, Peren, Phek, Tuen Sang, Wokha, Zunheboto.
v.		AO Silchar	i. <b><u>Branches / Offices are under the state of Assam covering Districts:</u></b> Kachar, Dima Hasao, Hailakandi



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			<p>&amp; Karimganj.</p> <p>ii. <b><u>Branches / Offices are under the state of Tripura covering Districts:</u></b> Dhalai, Gomati, Khowai, North Tripura, Sepahijala, South Tripura, Unakoti &amp; West Tripura.</p> <p>iii. <b><u>Branches / Offices are under the state of Mizoram covering Districts:</u></b> Aizwal, Champhai, Hnahthial, Khawzawl, Kolasib, Langtlai, Lunglei, Mamit, Saiha, Saktual &amp; Serchip.</p>
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### 3.0 **PART IV- EVALUATION CRITERIA CUM SELECTION PROCESS:**

#### 3.1 **EVALUATION BASED ON ELIGIBILITY CRITERION:**

Bank will evaluate the application for Empanelment on the basis of pre-qualification mandatory requirements based on eligibility criterion and those who meet the criteria will be evaluated based on the scoring sheet where cut off requirements for scoring is **30/90 mark (Annexure-C:1)** and where cut off requirements in committee evaluation as per **Annexure-C:2** is **20/25 mark (Annexure-C:2)** in total and minimum score for parameters given at each requirement is mandatory for short listing the applicants for further evaluation. [Copy of Evaluation Mandatory requirements cum scoring sheet is enclosed as **Annexure-C (C-1 & C-2)**]. Also it may kindly be noted that there are some mandatory requirements (**Minimum 5 marks must be scored in each category as mentioned in referred Annexure**) in the scoring sheet which must be complied, failing which the application would not be considered although minimum qualifying marks are scored in total i.e. in C:1 & C:2 ( 50 out of 115).

3.2 All the shortlisted applicants as qualified in above para 3.1, will be eligible for empanelment and empanelled vendor of this category will be invited for sealed tender/price bid by the Bank for the particular project/work as per prevailing guidelines of the Bank from time to time, as per Bank specifications and BOQ, and L-1 (Lowest one) will be eligible to carry out that particular works/project.

3.3 This exercise is only for the empanelment of the suitable firms for the captioned work. Empanelling with Bank does not mean the guarantee for the allotment of work/contract.

3.4 Allotment of work and the area of operation to the finally empanelled vendors would be the sole discretion of the Bank.

3.5 The Bank reserves the right to assign or withdraw any work to or from any empanelled vendor or successful bidder without assigning any reasons and can cancel the empanelment by giving one month notice without assigning any reason in this regard

3.6 Vendors so empanelled should comply with all statutory and labour laws or any other law in for the time being, rules, and regulations of central / state government at their own cost.



**4 PART IV - TECHNICAL SPECIFICATIONS OF FIRE SUPPRESSION (WATER BASED) SYSTEM :**

Generally works to be carried out as per BIS standard and applicable and National Building Code of India (NBC), some of the IS codes are listed below:

- a) IS: 884-1995: Specification for first Aid Hose Reel for Fire Fighting.
- b) IS: 901-1988: Specification for couplings, double male and double female, instantaneous Pattern, for firefighting purposes (revised).
- c) IS: 902-1992: Specification for suction hose couplings for firefighting purposes (revised).
- d) IS: 903-1993: Specification for fire hose delivery couplings, branch. Pipe, nozzle, and nozzle Spanner (revised).
- e) IS: 904-1983: Specification for two-way and three-way suction collecting heads for firefighting Purposes (revised).
- f) IS: 905-1980: Specification for delivery breaching, dividing and collecting, instantaneous Pattern, for firefighting purposes (revised).
- g) IS: 906-1992: Specification for branch with revolving head for firefighting purposes (revised).
- h) IS: 907-1984: Specification for suction strainers, cylindrical and hose types for firefighting Purposes (revised).
- i) IS: 908-1975: Specification for fire hydrant, stand post type (revised).
- j) IS: 909-1992: Specification for underground fire hydrant, sluice valve type 30 (revised).
- k) IS: 910-1980: Specification for combined key for hydrant, hydrant cover and valve.
- l) IS: 936-1966: Specification for underground fire hydrant, double-valve type (revised).
- m) IS: 937 -1981: Specification for washers for water fittings for firefighting purposes (revised).
- n) IS: 1641-1988: Code of practice for fire safety of buildings (general): General principles and fire grading.
- o) IS: 1642-1989: Code of practice for fire safety of buildings (general): Materials and details of Construction.
- p) IS: 1646-1982: Code of practice for fire safety of buildings (general): Electrical installation.
- q) IS: 2871-1983: Specification for branch pipe, universal, for firefighting purposes.
- r) IS: 3582-1991: Specification for basket strainers for firefighting purposes (cylindrical type).
- s) IS: 3844-1989: Code of practice for installation of internal fire hydrants in i multi-storey buildings.
- t) IS: 5290-1993: Specification for landing valves.
- u) IS: 1239 : Providing, fixing, testing and commissioning of Above Ground M.S. ERW Black C Class Heavy duty pipes (up to 150 mm dia.) and
- v) IS: 3589 : providing, fixing, testing and commissioning of Above Ground M.S. ERW Black C Class Heavy duty pipes (up to 200 mm dia. And above)

**4.1 LIST OF APPROVED MAKES FOR FIRE FIGHTING WORKS**

All materials to be used in the work shall conform to relevant Indian Standard Specifications and wherever available ISI marked materials will be used. All material procured shall be subjected to relevant tests specified in B.I.S. at the frequency specified therein from any Government recognized laboratory. Although Selection of Make/Brand is the sole discretion of the Bank.

S. No.	MATERIAL	MAKES
i.	Hydrant pumps and jockey pumps	Kirloskar, Mather & platt, KSB or equivalent Only
ii.	Electric motor	Kirloskar, KSB, Crompton, & ABB or equivalent Only



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iii.	Diesel Engine	Kirloskar (KOEL), Cummins, Ashok Leyland or equivalent Only
iv.	Battery	Exide or equivalent Only
v.	M.S. Pipe	Jindal, Tata, or equivalent Only
vi.	Sluice Valve	Kirloskar, Upadhaya, Kartar & Kalpana or equivalent Only
vii.	CI Non Return Valve	Kirloskar, Upadhaya, Kartar & Kalpana or equivalent Only
viii.	CI Butterfly valves	Audco, Kartaar, Upadhaya & Kalpna or equivalent Only
ix.	Hydrant valve	Shah Bhogilal, GEI (Ghosh Engg), New age, Safex or equivalent Only
x.	Y Type Strainer	Leader , Prime , Kartar, Hammer ,Kalpana, Worth or equivalent Only
xi.	Basket type Strainer	Leader , Prime , Kartar, Hammer ,Kalpana, Worth or equivalent Only
xii.	Pressure switch	Indfoss , Switcher, donfos or equivalent Only
xiii.	Pressure Gauge	H.Guru , Fiebig, Warree or equivalent Only
xiv.	Starter, Switches	L & T, Siemens or equivalent Only
xv.	Pump Panel Components	L & T, Siemens, Schinder, and ABB or equivalent Only
xvi.	Flow switch	Honeywell , System Sensor, Potter or equivalent Only
xvii.	Annunciation Panel	AGNI, RAVEL, EAGLE or equivalent Only
xviii.	Cables	Incab, Gloster, CCI, Finolex, Polycab (ISI Marked) or equivalent Only
xix.	Fire Hose	Shah Bhogilal , New Age , Jayshree, CRC, Priyanka, BRG or equivalent Only
xx.	SS Branch Pipe & Nozzle	Shah Bhogilal, New Age, GEI or equivalent Only
xxi.	Hose Reel Drum	AAAG, New Age, or equivalent Only
xxii.	Rubber Hose	Dunlop , Deep Jyoti, Jyoti, & Padmini, or equivalent Only
xxiii.	SS Ball Valve	Audco , Leader , Sant, & Zoloto or equivalent Only
xxiv.	CS Ball Valve	Audco , Leader , Sant & Zoloto or equivalent Only
xxv.	Fire Brigade Inlet	AAAG (Shah Bhogilal), Newage, GEI (Ghosh engg), & New age or equivalent Only
xxvi.	Hose Box	Fabricated as per standard
xxvii.	Quartzite Bulb Type Sprinkler	HD, TYCO or equivalent (UL/BIS Only)
xxviii.	Paint (as per IS: Fire Red )	Asian Pain, Nerolec, Burger or equivalent Only
xxix.	Anticorrosive Tap	Pipekot, IWL, Rustech or equivalent Only
xxx.	Pipe Fittings	As per Standard





## **5.0 PART-V : SCOPE OF WORK**

### **5.1 FOR NEW SUPPLY, INSTALLATION, TESTING, COMMISSIONING OF THE FIXED FIRE FIGHTING ARRANGEMENTS LIKE FIRE HYDRANT / WET RISER / DOWN COMER / HOSE REEL SYSTEM COVERS THE FOLLOWING:**

- i. Supply, installation, testing, commissioning, handing over to Owner the complete fire fighting system as per specification, BIS and as per latest edition of National building code.
- ii. Transportation to site, unloading and intermediate storage at site, complete work of erection including final grouting, testing and commissioning and putting into operation of entire fire protection system.
- iii. Supply, installation, testing & commissioning of fire hydrant cum sprinkler pump, jockey pump, electric control panels etc. as per schedule of work & specification.
- iv. Supply, installation, testing, & commissioning of complete set of piping, valves, fittings, specialties, instruments elect. Panel, cabling etc as required for the Complete Fire Fighting System.
- v. All bolts, foundation bolts, nuts, gaskets, packing, pipe hangers, support / thrust block etc. as needed for complete erection & commissioning of system shall be included in the piping. The cost of the same shall be considered in the piping rate. No extra / separate payment will be made for this.
- vi. Supply of all consumable materials required to complete erection of the system.
- vii. Supply, installation, testing, commissioning of complete cabling for motors, from control panel including earthing cable etc.
- viii. Supply, installation, testing, and commissioning of complete cabling of the flow Switches from flow switch to their control panel.
- ix. Supply, installation, testing, and commissioning of the cabling of the manual call Point and hooter.
- x. Supply and application of primer and final painting as per specifications.
- xi. Supply, laying and testing of cables from motor to panel including earthing of motor & panel.
- xii. Supply of various drawings, data, test reports, test certificates, operation, and Maintenance manual as necessary.
- xiii. First fill of all fuel -25 liter (approx) and lubricants (as required) at no extra cost. All spare parts and tools and tackles as per specification.
- xiv. All final dressing of foundations, grouting of equipment and patch work during and after Erection.
- xv. Excavation for lying of underground piping, back filling, dressing, compacting, Watering, Carrying away of surplus earth up to 500 Mt.
- xvi. Carrying out 25% radiography of weld joints of piping, hydro testing of piping loop. Getting approved from Local authority approval on complete fire fighting system.
- xvii. The cost incurred for covering complete scope of work specified above shall be included in various items of schedule of works. No extra payment shall be given for covering anything of the above scope of works.
- xviii. Civil works like equipment foundations, concrete trench, fire water tank, etc are inclusive from Bidder's scope of work. Such civil works will be provided by the contractor based on the detailed dimensioned drawings, specification and loading data furnished by the Bidder where-ever required.



## **5.2 SHOP/EXECUTION DRAWINGS:**

- a) Before starting the work, the contractor shall submit to the Fire Officer for his approval in the prescribed manner, the shop/execution drawings for the entire Installation.
- b) The BANK, reserves the right to alter or modify these drawings if they are found to be insufficient or not complying with the established technical standards or if they do not offer the most satisfactory performance or accessibility for maintenance. Contractor shall supply in six (6) sets of all approved shop drawings for execution. Shop drawings shall be submitted under the following conditions:-
  - i) Large scale drawings showing fixing detail of fixtures, equipment, and showing co-ordination with other services. Showing any change in layout in the Fire Fighting drawings.
  - ii) Equipment layout, piping and wiring diagram. Manufacturer's or Contractor's fabrication drawings for any materials or equipment supplied by him.
  - iii) The contractor shall submit four copies of catalogues, manufacturer's drawings, equipment characteristics data or performance chart as required by the Engineer-in-Charge.

## **5.3 INSTRUCTION/MAINTENANCE MANUAL:**

The Contractor shall prepare and produce instruction, operation and maintenance manuals in English for the use, operation and the maintenance of the supplied equipment and installations, and submit to the Bank in (2) copies at the time of handing over. The manual shall generally consist of the following:

- a) Description of the project.
- b) Operating instructions.
- c) Maintenance instructions including procedures for preventive maintenance.
- d) Manufacturers catalog.
- e) Spare parts list.
- f) Trouble shooting charts.
- g) Drawings.
- h) Type and routine test certificates of major items.
- i) One (1) set of reproducible 'as built' fire fighting system drawings.

**5.4 COMPLETION CERTIFICATE:** On completion of the Fire Fighting installation a certificate shall be furnished by the contractor countersigned by the licensed supervisor, under whose direct supervision the installation was carried out. This certificate shall be in the prescribed form as required by the local supply authority.

**5.5 GUARANTEE:** At the close of the work and before issuance of final certificate of completion by the SBI Fire Officer/Consultants, the contractor shall furnish written guarantee indemnifying the owner against defective materials and workmanship for a period of **One Year**. The contractor shall hold himself fully responsible for reinstallation or replacement, free of cost to owner, the following:

- a) Any defective work or material supplied by the Contractor.
- b) Any material or equipment supplied by the owner which is damaged or destroyed as a result of defective workmanship by the contractor.
- c) Any material or equipment damaged or destroyed as a result of defective Workmanship by the contractor.



**5.6 MAINTENANCE DURING WARRANTY PERIOD:**

- a) During the currency of the warranty and annual maintenance contract, any number of fault complaints shall have to be attended-to, free of charge. It is to be noted well that any such complaint has to be attended within the time-frame laid down i.e. within 24 hrs. Failure on this score may invite penal action.
- b) The initial maintenance during the warranty period of the system as well as the battery (which is covered by its separate warranty) will be free of charge and shall include free replacement of any / all failed components / spares, **with regular quarterly visits to carry out maintenance of the system, as per the enclosed schedule** and scope of work under AMC.

**5.7 DEMONSTRATION /TRAINING OF FIRE SUPPRESSION (WATER BASED) SYSTEM:**

Imperative Training / demonstration on handling of Fire Suppression (Water Based) System is vital role for the Bank's staff posted at the Branches / Offices. Therefore, to avert any Fire Incident in its incipient stage the occupants must have the knowledge on handling /operation of the Fire Suppression available at the site. It is necessary for the Vendors / Firms /Contractors, to visit the Branches for AMC/Maintenance as per schedule (whenever they due), or on any Breakdown whenever warranted. Representative of the Firm have to conduct demonstration with prior permission to the BM to conduct a small training session (10-15 minutes) during AMC/Handover of **New Installation**. The details of training /demonstration must be recorded in Security Information register and also mentioned in Service Certificate issued to the Branches/Offices.

**6.0 REQUIREMENTS FOR ANNUAL MAINTENANCE CONTRACT OF FIXED FIRE FIGHTING ARRANGEMENTS LIKE FIRE HYDRANT / WET RISER / DOWN COMER / HOSE REEL SYSTEM OF BUILDINGS UNDER SBI NORTH EAST CIRCLE.**

Annual Maintenance Contract of fixed fire fighting arrangements like fire hydrant / wet riser /down comer / hose reel system at the various buildings under SBI LHO NORTH EAST CIRCLE. This would include repair and maintenance of the Diesel / Electric / Jockey Pumps and complete fixed fire fighting arrangements like fire hydrant / wet riser /down comer / hose reel system at site to ensure 24x7 operation of the system.

**Details of the Parts of the Fixed Fire Fighting / Water Suppression system installed: (quantity and specifications may be edit as per requirements)**

S.NO.	ITEMS PARTICULARS	QUANTITY INSTALLED
1.		
2.		
3.		
4.		
5.		
<u>...and so on....</u>		



### **6.1 SCOPE OF AMC WORK:**

- a) Scope of work in Annual Maintenance Contract shall include checking, cleaning, repairing, maintenance, and painting of complete water suppression system at the site to ensure 24x7 operation of the system. The system shall be maintained on “**AS IS WHERE IS**” basis. Any modification/shifting/extension of the system shall be carried out on chargeable.
- b) During the currency of the contract, the firm will attend to any number of break-down calls without any additional charges and any break down will be repaired **within 48 hrs.** For this purpose, communication by any means e.g. **Letter, Email, SMS, Instant Messages, Mobile Phone Calls etc** which are independently logged will be considered sufficient and the vendor shall have no right to insist on any particular form of communication. For all Electronic Forms of communications the time of sending shall also be considered as time of receipt by the vendor unless the vendor is able to prove delayed receipt of such communication.
- c) Any part required to be replaced shall be genuine and from Original Equipment Manufacturer (OEM). The details scope of works is given below.

#### **6.1.1 FIRE PUMP TESTING (ON MONTHLY BASIS)**

- a) Test (s) shall be conducted to determine the delivery head flow KWH and BHP of the pumps. All leaks, pressure dropping and defects in the joints, tees, elbows, valves etc revealed during the test shall be rectified. The pumps shall also be tested for its desired performance and function by opening hydrants valves on each floor/yard separately and floor landing. The starting and cutting out pressure setting of starting device shall also be checked for its correct operation.
- b) Maintain all pumps joints, piping valves, accessories, pipe connections, electrical wiring motor (s) and motor control panels. The following test results shall be recorded in a separate logbook and countersigned by us.
  - i) Spare parts provided by the company (as and when required) should be of BIS specifications, ISI marked and of superior quality standards.
  - ii) Polishing of all brass parts.
  - iii) At the time of opening any valve in the system (in case of leakage or pressure drop also) the electric pump should start automatically/manually for which the MCC and pressure vessels to be checked and maintained.
  - iv) Empty the whole system once in every three months.
  - v) Check all hydrant valves. Also, check that all suction and delivery connections are properly functional.
  - vi) Test run and check rotation of each motor and correct the same if required.
  - vii) Fire Brigade inlet connection to be checked.
  - viii) Greasing of pump bearings, changing of packing ropes, and adjust the glands.
  - ix) All gauges to be tested and readings to be recorded.



- x) Once in **three months** hose pipe drill to be carried out. The hose pipes 63mm dia (RRL/Non-percolating) to be tested. Check each landing valve male female couplings and branch pipes for compatibility with each other.

#### **6.1.2 FIRE HYDRANTS SYSTEM (ON QUARTERLY BASIS):-**

- a) **Hydrants valve:** Brass polishing regular replacement of the packing rope of spindle rubber washer gasket etc. greasing and leakage asserting.
- b) **Hose Reel:** - hose reel nozzle and stop valve cleaning polishing, leakage arresting of nozzles free motion of handle. Application of chalk powder to the rubber hose reel winding and rewinding of the hose reel (changing faces)
- c) **Butterfly Valve/Sluice Valve:** -Regular cleaning of deposits/scales on the wedges flaps gates changing of packing rope changing of the gasket changing of rusted nuts and bolts greasing and leakage arresting.
- d) **Non-return valve:** Regular cleaning of deposits/scales on the wedges. Inside flaps etc. changing of rubber gaskets and leakage arresting.
- e) **Air Release valve:** -Cleaning greasing of spring adjustment of spring tension etc.
- f) **Pressure switches:** -Testing of pressure switches.
- g) **Control panel:** -Testing of control panel for pumps for all functions and the readings to be recorded in the logbook.
- h) Open hydrant valve and allow the water to flow into the firewater tank in order to avoid wastage of water the main fire pump should start at the pre-set pressure.
- i) The entire hydrant opening should be pressure tested and same should be logged in logbook.

#### **6.1.3 TESTING OF ELECTRICAL PANELS & STARTER(ON QUARTERLY BASIS) :-**

- a) Operation of all instruments and meters provided on the electrical panel board.
- b) Tightening of all electrical contacts on quarterly basis.

#### **6.1.4 PIPE WORK (ON QUARTERLY BASIS):-**

- a) Check the entire clamp supports provided for the pipes.
- b) Check rusting of pipes from within / outside at joints.
- c) Painting of Water pipes (double coat) **once in a year (prefer in second quarter) with Indian standard fire red colour.**

#### **7 VALIDITY OF CONTRACT PERIOD:**

- a) The Agreement shall be effective from --/--/---- to --/--/---- and shall be in force for an initial period of **One Year** and shall automatically be terminated after the expiry of One year. However the same shall be renewable only on getting a written request from the firm and at the sole discretion of the Bank, depending on the yearly performance report of the firm, obtained from the Fire Officer.



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- b) SBI shall have sole discretion to terminate the contract agreement at any time during the contract period, if considered necessary, for any reason, whatsoever.

**8 MODE OF PAYMENT:**

- a) The bills of all the expenditure will be paid by the Bank / Circle Security Department, Local Head Office, Guwahati after satisfactory report, scrutinized and endorsed by the Fire Officer. The value of AMC Charges, excluding taxes, is Rs...../Year, Then the total AMC charges payable to the vendor for Quarter shall be Rs...../each quarter plus taxes as applicable.
- b) Proportionate amount of the total quoted value of **the AMC will be released on Quarterly Basis.**
- c) **No advance payment will be made by the Bank.** No deduction shall be made from the bills except for mandatory statutory dues. Taxes have to be paid / deducted as actual as applicable.

**9 Performance Guarantee Deposit & Penalty:**

- a) In case, the firm fails to rectify the fault within 48hrs, the Bank shall impose a penalty of Rs.200/ per day till the rectification maximum up to 5% of the total proportionate amount of quarterly AMC Charge.
- b) For this purpose, a register shall be maintained in the department, which shall record the details of preventive maintenance, details of faults, time of reporting the fault and its rectification etc.
- c) Performance Guarantee (Security Deposit) of 10% of total AMC charges shall be deposited with the Bank in the form of DD for one year from the date of awarding the contract. This will cater for the performance of the firms. In case firms fail to carry out the AMC, Banks reserves the right to cancel the whole contract and forfeit the Security deposit partially or fully.
- d) This penalty shall not apply in case of delays caused by so called acts of God, War, Earthquake, Tsunamis, Riots, Bandhs, Civil Disturbances.

- 10** Firm shall, under no circumstances, be allowed any enhancement of rates for 12 months from the date of signing of the contract. The rates accepted are inclusive of labour, transportation, and exclusive of all taxes as applicable and no extra or additional charges other than the ones quoted in the respective tenders shall be allowed. It is also made clear that firm completely indemnify the bank against such dues and/or any claims made by any stator authority subsequently, and to settle all such claims shall remain firm's responsibility.

- 11** The vendor shall attend to any other unforeseen, reasonable requirement of the Bank within the overall framework of the contract, which may arise during the course of operations/currency of Contract.

- 12** Any work which is not in the scope of this if deemed necessary the Bank may be arranged by at its own cost. Any difficulty faced by the contractor in execution of this contract shall be brought to the notice of Circle Security Officer without any delay.

- 13** In case of any dispute the procedure (under Arbitration Act) as laid down in our various earlier documents shall be taken recourse to. The courts at Guwahati shall alone have jurisdiction in this regard.

- 14** Notwithstanding any condition stipulated above, the Bank shall have the right to instantly revoke / cancel the said contract, partially or fully, on the grounds of proven deficiencies, inability or unwillingness failure in fulfilling the contractual obligations, as the Bank reserves the right to



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terminate/cancel the contract and its sole discretion with liability to pay only for the equipments supplied and installed at its entities.

- 15 The Vendor shall issue Photo-Identify Cards to all its employees who would be deployed for the maintenance or any other work for the system and produced by the individual employee on demand by Bank to gain access to the site. The Photo-Identify Cards shall be signed by the employee concerned, the authorized signatory of Vendor and countersigned by the designated official of the Branch/Office.
- 16 The Vendor shall make his own arrangement for the engagement of all labour and shall be responsible for regulating their service and work conditions in conformity with all Acts, Regulations, Rules or Order of Competent Authority under relevant laws in force during the Warranty period. Vendor shall indemnify the Bank from all claims relating to Workers/Staff/Sub-Contractor's Salaries, Wages, Overtime, Leave, Provident Fund, ESI, Medical Facilities, Gratuity, Bonds or any other claim as applicable and stipulated in any Statutory provisions, rules or order of Competent Authority.
- 17 Log Book shall be maintained and the same to be put up to the Branch Manager for his perusal & signatures.
- 18 The firm or its employees undertaking the work to maintain total and complete secrecy and assure not to communicate or allow to be communicated to any person or divulge in any matter/information relating to the ideas, concepts, know-how, techniques, data, facts, figures, and all information what so ever concerning, relating to the bank and its affairs to which the employees have the access and the employer shall also execute letters of fidelity and secrecy in such form as may be prescribed by the bank and the firm hereby guarantees the fidelity and secrecy on behalf of its employees.

I/We have carefully read and accept all the above mentioned scope/terms and conditions stipulated by the Bank. This agreement duly signed with official seal of the authorized signatory on all the pages, as a token of your having accepted the contract at terms and conditions enumerated above, without any reservations.

(Name of Authorized Signatory)

(Seal of the firm/agency/company)

### **19.0 OTHER IMPORTANT TERMS & CONDITIONS**

- a. **BANK'S RIGHT TO ISSUE CLARIFICATIONS, ADDENDUMS, CORRIGENDUM ETC:** The Bank can at any time issue clarifications, addendums or corrigendum before finalization of empanelment. The same will be published on the Bank's website. The applicants are requested to regularly visit the Bank's website.
- b. **PURCHASE THROUGH GEMS PORTAL (GOVERNMENT E-MARKET):** The Bank reserves the right to purchase the system/equipments/items through GeM portal of Govt. of India and provide the same to the Agency for installation and commissioning in the required branch. However, cost of any material / component provided by the agency for installation and commissioning of the system will be paid as per approved rates, including installation charges.
- c. **GUARANTEES:** The Fire Suppression System including all components delivered to the Bank should be brand new and as per relevant BIS. The supplier should also guarantee that maintenance of the system to be carried out as per BIS.



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- d. **AVAILABILITY OF SPARES:** Spares for the product offered should be available for at least 05 years.
- e. **WARRANTY:** The offer must include comprehensive on-site warranty of minimum 01- year either maximum as given by OEM for all type of equipments from the date of installation or commissioning of the equipment. Service Provider shall be fully responsible for the manufacturer's warranty in respect of proper design, quality, and workmanship of all equipment, accessories, etc., covered by the offer. The supplier must warrant all equipment, accessories, spare parts etc., against any manufacturing defects during the warranty period.
- f. **MAINTENANCE STANDARD EXPECTED DURING WARRANTY:**  
The supplier should ensure that in case the equipment cannot be repaired within the stipulated period, the supplier should provide a replacement till the system/equipment is returned duly repaired.
- g. **RECORDS:**  
As per requirement of the Bank / Branch, if request is made by the Bank / Branch to the vendor for providing details of all Fire Suppression (Water Based) System branch-wise with date of installation and due date of AMC, **the vendor shall make arrangements to provide the details.**
- h. **FALL CLAUSE:**  
At any point of time if it is observed that the vendor is supplying to other financial institutions / firms similar equipments/ material / services at lower rates than offered to Bank, then the vendor shall have to compensate the Bank by paying the difference amount and downward revise the rate of respective item / services at the time of renewal of contract/agreements as applicable.
- i. **GUIDELINES FOR THE OEM:**  
OEM should have online dedicated support center available during working hours and a fully equipped repair and maintenance office in India. Document details to be submitted for the same for verification.
- a) OEM should have valid BIS Certification.
- b) Documents of Manufacturing license/ Excise Registration of the OEM factory need to be submitted for verification.
- c) Product Certification copies to be attached as per the specifications.
- d) Vendor will be responsible for non-genuine products. Audit for Banks whether actual material is provided or not needs to be done by OEM, as and when required by Bank, without any additional cost, as a service support to Bank.
- e) Random Check / inspection of Bills & Service Certificates as well as quality of work/AMC will be carried out by the Bank Fire Officer, LHO, and severe action (as deemed fit) will be initiated against the firm if any abnormality noticed against the Bank's instruction.

## **20.0 SERVICE CERTIFICATE / REPORT**

Three copies of visit report will be prepared after testing /maintenance of the system by the authorized technician of the company. The Branch Manager/Authorized officials will stamp and countersign all reports after satisfying them that the system is fully functional.

- **One copy** will be handed over to the **Branch**,
- **Second copy** to be retained by the **Vendor**,
- **Third copy** shall be sent to **Fire Officer, P&E Department at Local Head Office, Guwahati** on quarterly interval along with forwarding letter and highlight of the severe abnormalities, if any.





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- Format for the **Service Certificate** will be advised to the shortlisted vendors in due course which shall be bind to implement.

**21.0 CONFIDENTIALITY:**

The vendor or its employees are required to maintain total and complete secrecy and assure not to communicate or allow to be communicated to any person or divulge in any matter/information relating to the ideas, concepts, know-how, techniques, data, facts, figures, and all information what so ever concerning, relating to the bank and its affairs to which the employees have the access.

**22.0 MODE OF PAYMENT:**

Bill will be paid as per the approved rates of the items after successful completion of work order for New Installation/AMC; vendor will have to submit the bills endorsed by the respective Branch Manager along with the Service Certificates to the concern RBO for the payments of the Bill. Bank's Fire Officer, P&E department, LHO Guwahati will cross checks the Billing system randomly at RBOs or Vendors Office. The bills of all the branches will be centrally paid by the respective Regional Business Office.

**23.0 PENALTY CLAUSE:**

- a) If any service/new supply/ repair /request/ demand or complaint is not satisfactorily attended within the stipulated time period, the Bank will levy a **penalty of 100/- per day for each instance of delay and up to maximum 10% of the AMC/New Installation work value (Total lump sum amount for all the branches of that particular region) and** the same shall be deducted from the AMC amount as applicable. Security Deposit may also be forfeited as per discretion of the Bank.
- b) In case of repeated complaints from the Branches, the vendor's services may be discontinued and the Bank may also delist him from the panel and/or black list him from the bank.

.....



**AVAILABILITY OF APPLICATION FORM FOR  
EXPRESSION OF INTEREST AND SUBMISSION THERE OF:**

Document/Application form for EOI may be downloaded from <http://www.sbi.co.in> under link **Procurements News** without editing the text whatsoever. Any violation of this condition shall render the application invalid.

The duly filled in and sealed tender documents including complete set of supporting documents in **ONE envelope shall be sent to “The Assistant General Manager (P&E), State Bank of India, Premises & Estate Department, 3<sup>rd</sup> Floor A-Block, Local Head Office, P.O. Assam Sachivalaya, Dispur, GS Road Guwahati - 781 006 Guwahati, Assam”**

Complete set of Tender documents with all supporting documents, copies / photocopies duly filled in & self-attested with company seal on all pages, to be submitted by the bidders and submit in a separate envelop (in case of applying in multiple categories). Applicants who fulfill the eligibility criteria need to apply with covering letter (as per **Annexure –‘A’**) and application form for EOI (as per **Annexure-‘B’**), may post or drop their dully filled EOI application in all respect, to the under mentioned address latest by **02: 00 pm on or before 06/12/2022** .Any application received through e-mail, will not be entertained and only hard copy (physical form) of EOI will be accepted: The Address for submission of EOI as under-

IF WALK TO DROP IN TENDER BOX	IF BY POST / COURIER
<p><b>Tender Box: Expression of Interest for the Fire Safety Equipments.</b></p> <p>Ground Floor, State Bank of India Local Head Office Building, Opposite Assam Sachivalaya PO: Assam Sachivalaya, Dispur, GS Road Guwahati - 781 006, Assam</p>	<p>To,</p> <p>The Assistant General Manager (P &amp; E) Premises &amp; Estate Department 3<sup>rd</sup> Floor A-Block,SBI LHO Building, P.O. Assam Sachivalaya, Dispur, GS Road Guwahati - 781 006 , Assam</p>

Envelope should be **SUPER SCRIBED / MARKED** as below:

**“EXPRESSION OF INTEREST (EOI) - FOR THE EMPANELMENT OF AGENCIES / FIRMS / COMPANIES / SOLE PROPRIETORS FOR SUPPLY, INSTALLATION, TESTING AND MAINTENANCE OF FIRE SUPPRESSION (WATER BASED) SYSTEM”**

**Note:**

- Single envelope must contain single (1) application and multiple applications in single envelope will not be considered).
- If the space provided in the form is not sufficient, additional sheets may be attached for which suitable mention should be made in the form. All such sheets must be signed by authorized signatory.
- The interested are advised to keep checking Bank’s web site for any subsequent changes /corrigendum /additions /updates etc. for which there would be no separate press notifications.



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DATED: 14/11/2022

**Annexure A**

(On Bidder's Company letter head)

Letter No.

Date:

To,  
**The Assistant General Manager (Premises & Estate)**  
**Premises & Estate Department**  
**3<sup>rd</sup> Floor A-Block, SBI LHO Building,**  
**P.O. Assam Sachivalaya, Dispur,**  
**GS Road Guwahati - 781 006 (Assam)**

Dear Sir,

**APPLICATION FOR EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF AGENCIES / FIRMS / COMPANIES/ SOLE PROPRIETORSHIP FOR SUPPLY, INSTALLATION, TESTING, MAINTENANCE OF FIRE SUPPRESSION (WATER BASED) SYSTEM AT SBI, NORTH EAST CIRCLE**

With reference to advertisement notification **No. P&E/FIRE-SAFETY/2022-23/EOI /.....dated.....**, for the captioned work, we enclose herewith for kind consideration our profile in the format along with necessary supporting documents as per **Annexure (B to I)**, with an additional set of it's Xerox copies, duly signed and sealed by the authorized signatory of the company/agency/firm. A copy of the authorization letter is enclosed. We confirm that the details furnished by us are true and correct and no material information has been withheld.

2. We undertake to produce the original of all documents attached herewith as and when asked for by the Bank and shall extend all assistance to the Bank Authorities for the purpose of empanelment.

3. We clearly understand & undertake that mere submission of application does not guarantee for our empanelment and Bank's decision in this regard shall be final and binding on us. We submit this application in token of our acceptance of the terms and conditions laid down in this advertisement (EOI).

Thanking You,

Yours faithfully,

(Name of Authorized Signatory)  
(Seal of the firm)



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**DATED: 14/11/2022**

**Annexure-‘B’**

<b>APPLICATION FOR EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF AGENCIES / FIRMS / COMPANIES/ SOLE PROPRIETORSHIP FOR SUPPLY, INSTALLATION, TESTING, MAINTENANCE OF FIRE SUPPRESSION (WATER BASED) SYSTEM AT SBI, NORTH EAST CIRCLE</b>					
<b>1</b>	<b>NAME OF ORGANISATION</b>				
<b>2</b>	<b>CONSTITUTION</b> (PROPRIETARY/ PARTNERSHIP/ HUF/ PRIVATE LIMITED/ PUBLIC LIMITED/ CO-OPERATIVE SOCIETY (PLEASE ENCLOSE A COPY CERTIFICATE OF REGISTRATION/PARTNERSHIP DEED))				
<b>3</b>	<b>YEAR OF ESTABLISHMENT</b>	(NB: DATE OF COMMENCEMENT OF BUSINESS IN CASE OF COMPANY)			
<b>4</b>	DETAILS OF PARTNERS/ KEY/ SENIOR OFFICIALS / DIRECTORS / TECHNICAL OFFICER	<b>NAME</b>	<b>DESIGNATION</b>	<b>QUALIFICATION</b>	<b>EXPERIENCE</b>
<b>5</b>	<b>NO. OF OFFICES IN INDIA AND NORTH EASTERN STATES UNDER SBI NORTH EAST CIRCLE</b>				
<b>6</b>	<b>REGISTERED/HEAD OFFICE ADDRESS WITH DETAILS</b>	<b>ADDRESS</b>			
		<b>MOBILE NO</b>			
		<b>PHONE NO</b>			
		<b>FAX NO</b>			
		<b>E MAIL ADDRESS</b>			
<b>7</b>	<b>LOCAL OFFICE ADDRESS WITH DETAILS</b>	<b>ADDRESS</b>			
		<b>MOBILE NO</b>			
		<b>PHONE NO</b>			
		<b>FAX NO</b>			
		<b>E MAIL ADDRESS</b>			
<b>8</b>	<b>CONTACT DETAILS FOR CORRESPONDENCES IN CONNECTION WITH TENDER</b>	<b>ADDRESS</b>			
		<b>MOBILE NO</b>			
		<b>PHONE NO</b>			
		<b>FAX NO</b>			
		<b>E MAIL ADDRESS</b>			
<b>9</b>	<b>WHETHER REGISTERED / EMPANELLED WITH ANY ORGANISATION / PUBLIC BODY</b>	<b>NAME OF ORGANISATION</b>	<b>SINCE WHEN</b>		
		<b>ENCLOSE DOCUMENTARY PROOF</b>			



**STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE GUWAHATI,  
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**DATED: 14/11/2022**

PLEASE FURNISH COMPLETE DETAILS OF OFFICES (ADDRESS AND CONTACT DETAILS LIKE MOBILE NO., PHONE NO, FAX, EMAIL ADDRESS) WITH NUMBER OF SUPPORT ENGINEERS. WHETHER HAVING OFFICES AT UNDER NOTED LOCATIONS?					
10	SERVICE SUPPORT IN NORTH EAST CIRCLE (PROVIDE DETAILS AS PER FORMAT) ALSO, REFER PARA 2.9 OF NOTICE AND LIST OF DISTRICTS UNDER CONTROL OF ADMINISTRATIVE OFFICES	LOCATION	OFFICE AVAILABLE (YES/NO)	ADDRESS AND CONTACT DETAILS LIKE MOBILE NO , PHONE NO, FAX, EMAIL ADDRESS) WITH NUMBERS OF SUPPORT ENGINEERS AND THEIR NAMES	
		Guwahati			
		Dibrugarh			
		Jorhat			
		Shilong			
		Silchar			
11	SALES TAX / VAT REGISTRATION/GST NUMBER	(PLEASE ENCLOSE A CERTIFIED COPY )			
12	PAN (PERMANENT ACCOUNT NUMBER) OF FIRM/ENTITY AND TIN	(PLEASE ENCLOSE A CERTIFIED COPY OF LATEST INCOME TAX CLEARANCE CERTIFICATE/RETURN FILED/ASSESSMENT ORDER)			
13	REGISTRATION NUMBER AS PER SHOPS AND ESTABLISHMENT ACT	(PLEASE ENCLOSE COPY OF REGISTRATION CERTIFICATE)			
14	KEY FINANCIALS	AS AT CLOSE OF BUSINESS AS ON			
	(RS IN LACS)	31.03.20	31.03.21	31.03.22	
	TURNOVER/SALES				
	OTHER INCOME				
	PROFIT BEFORE TAX				
	PROFIT AFTER TAX				
	CAPITAL& RESERVES				
(PLEASE ENCLOSE COPIES OF AUDITED PROFIT AND LOSS AND BALANCE SHEET ALONG WITH AUDITOR'S NOTE)					
15	NAME AND ADDRESS OF BANKERS	(PLEASE ENCLOSE SOLVENCY CERTIFICATE OF RS.10 LACS ISSUED NOT MORE THAN 3 MONTH OLDER FROM THE LAST DATE OF SUBMISSION OF APPLICATION AS PER <b>ANNEXURE F</b> )			
16	LIST OF CLIENTS WHOSE WORK HAS BEEN UNDERTAKEN DURING LAST FIVE YEARS				
	CLIENT NAME AND WORK LOCATION ADDRESS	CONTACT PERSON WITH TELE NO	NAME OF WORK	AMOUNT OF WORK UNDERTAKEN	START DATE AND COMPLETION DATE
(PLEASE ENCLOSE ORDER COPY/CONTRACT COPY/ AND INSTALLATION CERTIFICATE/ CERTIFICATE OF					



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SUCCESSFUL WORK FROM CUSTOMERS)				
	ASSOCIATE FIRMS/COMPANIES WITH DETAILS OF ACTIVITY AND TURNOVER	NAME OF FIRM	ACTIVITY	ANNUAL TURNOVER
17				
18	DEALING WITH STATE BANK OF INDIA	SINCE: (PLEASE ENCLOSE ORDER COPY/CONTRACT COPY AND INSTALLATION CERTIFICATE(S)/SATISFACTORY PERFORMANCE CERTIFICATES FROM THE CONTROLLING OFFICE		
19	DEALING WITH PUBLIC SECTOR BANKS(OTHER THAN SBI)	(PLEASE ENCLOSE ORDER COPY/CONTRACT COPY AND INSTALLATION CERTIFICATE/ SATISFACTORY PERFORMANCE CERTIFICATE FROM CONTROLLING OFFICES OF BANKS CONCERNED		
20	DECLARATION REGARDING NEAR RELATIVE WORKING IN SBI AS PER ANNEXURE-E. PLEASE READ THE CLAUSE 2.4 OF THIS EOI.	(MENTION IN YES OR NO)		
21	MENTION ANY LITIGATION/ARBITRATION CASE PENDING AGAINST THE FIRM, IF YES, FURNISH DETAILS AND REASONS.	(MENTION IN YES OR NO)		
22	HAVE YOU BEEN BLACK LISTED /DELISTED BY ANY ORGANISATION IN THE PAST, IF YES, FURNISH DETAILS AND REASONS FOR BLACK LISTED / DELISTED	(MENTION IN YES OR NO)		
23	WHETHER THE APPLICANT IS WILLING TO MAINTAIN / REPAIR THE EXISTING FIRE SUPPRESSION (WATER BASED) SYSTEM AND ITS ACCESORIES	(MENTION IN YES OR NO)		



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Annexure-'C (C1 & C2)'

**PRE-QUALIFICATION OF MANDATORY REQUIREMENTS**  
**EVALUATION CUM SCORING SHEET FOR EMPANELMENT OF VENDOR FOR SUPPLY, INSTALLATION,**  
**TESTING, MAINTENANCE OF FIRE SUPPRESSION (WATER BASED) SYSTEM AT**  
**SBI, NORTH EAST CIRCLE**

**[BASED ON THE ELIGIBILITY CRITERION : ANNEXURE C-1 ]**

M/s.....

E-MAIL:.....Mob/PH.No.....

PARTICULARS	MARKS	MARKING BY THE APPLICANT	EVALUATION BY THE COMMITTEE
1	<b>SERVICE SUPPORT CENTERS AT 5 LOCATION WITHIN THE AREA OF JURISDICTION OF AO GUWAHATI / DIBRUGARH / SHILLONG / JORHAT &amp; SILCHAR [ SUPPORTED BY DOCUMENTS WHICH IS ACCEPTABLE TO THE BANK]</b>		
	3 TO 5 SERVICE SUPPORT OFFICE	15	
	2 TO 3 SERVICE SUPPORT OFFICE	10	
	0-1 ( PRESENTLY NO / NIL - REFER, PARA 2.9 OF EOI)	5	
2	<b>RELEVANT EXPERIENCE IN FIRE SUPPRESSION (WATER BASED) SYSTEM (AS ON 31/10/2022)</b>		
	10 YEARS AND ABOVE	15	
	MORE THAN 5 YEARS AND LESS THAN 10 YEARS	10	
	MINIMUM 5 YEARS	5	
3	<b>INSTALLATION OF FIRE ALARM SYSTEM AT PSU/ NATIONALIZED BANK / STATE GOVT./CENTRAL GOVT./LARGE PRIVATE SECTOR BANK ETC. IN LAST FIVE YEARS AS ON 31/10/2022</b>		
	<b>THREE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 40% OF THE ESTIMATED COST OF 35 LAKH. <b>OR</b> <b>TWO SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 50% OF THE ESTIMATED COST OF 35 LAKH. <b>OR</b> <b>ONE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 80% OF THE ESTIMATED COST OF 35 LAKH.	15	
	<b>THREE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 40% OF THE ESTIMATED COST OF 30 LAKH. <b>OR</b> <b>TWO SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 50% OF THE ESTIMATED COST OF 30 LAKH. <b>OR</b> <b>ONE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 80% OF THE ESTIMATED COST OF 30 LAKH.	10	
	<b>THREE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 40% OF THE ESTIMATED COST OF 22 LAKH. <b>OR</b> <b>TWO SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 50% OF THE ESTIMATED COST OF 22 LAKH. <b>OR</b> <b>ONE SIMILAR COMPLETED WORKS</b> COSTING NOT LESS THAN AMOUNT EQUAL TO 80% OF THE ESTIMATED COST OF 22 LAKH.	5	
4	<b>AVERAGE ANNUAL TURN OVER LAST 3 YEARS (I.E. 2019-20, 2020-21 &amp; 2021-22)</b>		
	ABOVE 40 LACS	15	
	MORE THAN 30 LACS - UPTO 40 LAKHS	10	
	MINIMUM 22 LACS - UPTO 30 LAKHS	5	
5	<b>WORKING EXPERIENCE IN PSU/ NATIONALIZED BANK / STATE GOVT./CENTRAL GOVT./LARGE PRIVATE SECTOR BANK ETC. OUT OF WHICH, NOS OF PUBLIC SECTOR BANK DURING LAST FIVE YEARS AS ON 31/10/2022.</b>		
	4 OR MORE THAN 4 ORGANIZATIONS OF WHICH 3 OR MORE PUBLIC SECTOR BANKS.	15	
	MINIMUM 3 ORGANIZATIONS OF WHICH 2 PUBLIC SECTOR BANKS.	10	



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	MINIMUM 2 ORGANIZATIONS OF WHICH 1 PUBLIC SECTOR BANKS	5		
6	<b>APPLICANT HAVING SHOP &amp; ESTABLISHMENT LICENCE ISSUED BY THE CONCERNED DEPTT OF STATE GOVT.</b>			
	MORE THAN 5 NE STATES UNDER NORTH EAST CIRCLE	<b>15</b>		
	MINIMUM 2 TO 5 NE STATES UNDER NORTH EAST CIRCLE	10		
	MINIMUM 0-1 NE STATES UNDER NORTH EAST CIRCLE [PRESENTLY NO. / NIL - REFER, PARA 2.5 (v) OF EOI ]	05		
<b>TOTAL MARKS [ Max Marks:90 and Min :30 Marks to be scored]</b>		<b>90</b>		

**Note:**

- **Minimum score (5 mark) in each category is mandatorily requirement.**
- **Minimum qualifying mark in total is 30.**
- **Committee Marking will be Final, based on the document submitted by the applicant**

**ANNEXURE- C: 2**

**(NOT TO BE FILLED BY THE APPLICANTS)**

**COMMITTEE EVALUATION**

EVALUATION PARAMETER	MAX MARKS	MARKS SCORED
a. MARKS SCORED MORE THAN 50% TO 100% OF TOTAL MARKS IN PRE-QUALIFICATION EVALUATION OF CUM SCORING SHEET (ANNEXURE – C1) ASSESSED BY THE COMMITTEE.	10	
b. IF SCORED BETWEEN 33 % TO UP TO 50% OF TOTAL MARKS IN PRE-QUALIFICATION EVALUATION OF CUM SCORING SHEET (ANNEXURE - C1 ) ASSESSED BY THE COMMITTEE	5	
c. SATISFACTORY PERFORMANCE CERTIFICATE SUBMITTED BY THE FIRMS / VENDORS ISSUED NOT MORE THREE MONTHS OLD FROM THE DATE OF PUBLISHING OF THE EOI, AS MENTIONED IN PARA 2.2 OF THIS EOI [PREFERENCE WILL BE GIVEN TO THE PERFORMANCE CERTIFICATES F ISSUED BY STATE BANK OF INDIA].	5	
d. HAVING BIS CERTIFICATION FOR THE OFFERED BRAND AND BACK TO BACK SUPPORT FOR AVAILABILITY OF SPARE PARTS FOR AT LEAST FIVE YEARS FROM THE OEM. [ <b>SUPPORTED DOCUMENT MUST BE FURNISHED</b> ]	5	
e. <b>OVERALL ASSESSMENT BY THE COMMITTEE MEMBER (ASSESSMENT OF COMPANY WITH REGARD TO ITS REPUTATION, PERFORMANCE FEEDBACK, EXPERIENCE AND INFRASTRUCTURE)</b>	5	
<b>MAX MARKS : 25 , MIN MARKS: 20 MUST BE SCORED FOR QUALIFY</b>	<b>25</b>	

**Signature of Committee Member**





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DATED: 14/11/2022

**Annexure- D**

(On Bidder's Company letter head)

**SITC FIRE SUPPRESSION (WATER BASED) SYSTEM  
INSTALLED DURING THE LAST FIVE YEARS [ AS ON 31/10/2022 ]**

S.NO.	BLOCK YEAR	Name and nos. of equipments Installed (SITC) /AMC	Work Value supported by Bill Invoice / Work Order	Name of organization with contact persons where work undertaken with contact details
1.	2017-18			
2.	2018-19			
3.	2019-20			
4.	2020-21			
5.	2021-22			
<b>TOTAL</b>				

**Note:** - The figures quoted above should be verifiable from the audited balance sheet as well as Work Order / Bills / Tax Invoice (self attested copy must be enclosed), wherein quantities are mentioned clearly. Also note that wrong information in this regard may disqualify the applicants

(Authorized signatory)  
Date:  
Place:

Seal of the firm



**ANNEXURE - E**

**DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES**

**[Crossed which one is not applicable]**

**If having near relatives**

I,/We.....  
S/O,D/O,W/O.....  
residing at.....hereby certify that one or more of our near  
relative(s) as defined in the pre-qualification notice is/are employed in the State Bank of India,  
whose details are as under:

<u>S.No.</u>	<u>Employee PF No.</u>	<u>Name</u>	<u>Age</u>	<u>Male/Female</u>	<u>Branch/Office</u>
1.					
2.					
3.					

In case at any stage, it is found that the information given by me/ us is false/incorrect, State Bank of India shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

**If not having near relatives**

I,/We.....S/O,  
D/O,W/O.....residing  
at.....hereby certify that none of our near relative(s) as  
defined in the pre-qualification notice is/are employed in the State Bank of India. In case at any stage, it  
is found that the information given by me/ us is false/incorrect, State Bank of India shall have the  
absolute right to take any action as deemed fit, without any prior intimation to me.

\*\*\*The near relatives are members of Hindu Undivided family/husband and wife/the one related to the other in the manner as father, mother, son(s) and son's wife (daughter in laws), daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).

Place: Signature with Seal

Date: Name in Block Letters:

Designation: Address:



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DATED: 14/11/2022

**ANNEXURE-F**

(On Bank's letter head)

**SOLVENCY CERTIFICATE FORMAT**

This is to certify that to the best of my knowledge and information  
M/s.....(Firm/  
Company/ Sole Proprietorship name with address) having marginally noted address, a customer of our  
bank is/are respectable and can be treated as good for any engagement up to a limit of  
Rs.....(Rupees.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature of Branch Manager with Seal)

Note:

1. Banker's certificate should be on the letter head of the Scheduled Commercial Bank
2. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.



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NORTH EAST CIRCLE

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DATED: 14/11/2022

**ANNEXURE-G**

(On Bidder's Company letter head)

**UNDERTAKING**  
**ACCEPTANCE OF TECHNICAL SPECIFICATION**  
**AND AMC/NEW INSTALLATION of FIRE SUPPRESSION SYSTEM**

I, undertake to provide the **EQUIPMENTS AND THEIR SPARE PARTS** as per the specifications and also maintain existing / newly installed system in good/functional condition during the AMC as per scheduled as given **in this** EOI or as advised by the bank from time to time.

2. And, I also agree to undertake that if any abnormalities are noticed by any inspecting Officials of the Bank in this regard, the Bank may impose suitable penalty and deduct the amount equivalent to loss to the Bank from my/our Bill/Bills or forfeit our Security Money deposited against non-adherence of Bank instructions as stipulated by the Bank.

Place:

Signature with Seal of the Company/Firm

Date:

Name in Block Letters:

Designation:

Address:



(On Bidder's Company letter head)

**ANNEXURE - H**

**UNDERTAKING FOR**

**OPENING OF SUPPORT OFFICE AND SUBMISSION OF SHOP AND ESTABLISHMENT  
REGISTRATION CERTIFICATE ISSUED BY THE RESPECTIVE STATE GOVT.**

I/We..... hereby undertake that I shall open support office / service center with technical personnel within a month from the date of **ALLOTMENT OF WORK** in the area where work is allotted to me in any North Eastern States under the SBI North East Circle for providing 24X7 post implementation support and proof for the same along with details of Technical Staff will be submitted to the Bank.

2. I, also undertake to submit Shop & Establishment Certificate within the due date as mentioned in Clause 2.5 (v) of this EOI.
3. And I understand that physical verification of the support office / service center will be done by Bank Officials and if any deviation is found, the empanelment is liable to be canceled without any notice.

Place:

Signature with Seal

Date:

Name in Block Letters:

Designation:

Address:



**ANNEXURE - I**

**PERFORMANCE CERTIFICATE**

(On letter head of the issuing authority/department)

This is to certify that M/s.....  
Address : .....is being providing / have been provided the services of.....(mentioned the category of Fire Safety work for which applied) to our Offices / Branches since.....to.....

2. We are satisfied with the performance of work of installation / maintenance services provided by the Vendor/Firms. The Certificate is issued based on the information and records available with us and is true to the best of my knowledge and belief.

3. Details of work of new installation/supply and maintenance, and their work value are as under during the last.....years.

S.NO.	Period	Nature of the Services provided	Work Value supported by Bill Invoice / Work Order	Name of organization with contact persons where work undertaken with contact details
i.				
ii.				
iii.				
....				
<b>TOTAL</b>				

[Note: Issued not more than **THREE MONTH OLDER** from the date of publishing of EOI & as per para 2.2]

**(Signature)**

**Name of Organization:**

**Designation:**

**Contact No.**

**Date:**

**Place:**

**Office Seal/Stamp**



**STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE GUWAHATI,  
NORTH EAST CIRCLE**

**RFP Ref. No. P&E/ FIRE SAFETY /2022-23/ EOI/92**

**DATED: 14/11/2022**

**CHECK LIST**

**(TO BE FILLED BY APPLICANTS ON COMPANY LETTER HEAD)**

M/s.....

E-MAIL:.....Mob/PH.No.....

Sl. No.	PRE-QUALIFICATION OF MANDATORY REQUIREMENTS	WHETHER COMPLIED?	ATTACHED AS FLAG
1	COVERING LETTER AND APPLICATION FORM (AS PER ANNEXURE - A , B )	YES / NO	Flag - A
2	PRE-QUALIFICATION OF MANDATORY REQUIREMENTS (AS PER ANNEXURE – C1 )	YES / NO	Flag - B
3	AVERAGE AUDITED ANNUAL TURNOVER RS. 22 LACS IN LAST THREE YEARS.	YES / NO	Flag - C
4	COPY OF AUDITED BALANCE SHEET,IT RETURNS AND PROFIT AND LOSS ACCOUNTS SUPPORTED BY CHARTED ACCOUNTANT NOTES DURING LAST THREE FINANCIAL YEARS (I.E. 2019-20, 2020-21 & 2021-22)	YES / NO	Flag -D
5	MINIMUM FIVE YEARS RELEVANT EXPERIENCE IN THE FIELD OF FIRE SAFETY EQUIPMENTS SUPPLY /INSTALLATION (SUPPORTED BY WORK ORDER / COMPLETION CERTIFICATE)	YES / NO	Flag - E
6	WORKING EXPERIENCE IN MINIMUM ONE PUBLIC SECTOR BANK (SUPPORTED BY WORK ORDER /AGREEMENT COMPLETION CERTIFICATE)	YES / NO	Flag - F
7	MINIMUM INSTALLATIONS IN LAST FIVE YEARS (SUPPORTED BY WORK ORDER/BILL/INVOICE. ( AS PER ANNEXURE- D)	YES / NO	Flag - G
8	PAN, GST CERTIFICATE	YES / NO	Flag - H
9	DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES (AS PER ANNEXURE- E)	YES / NO	Flag - I
10	AUTHORIZATIONS LETTER FROM PRINCIPAL / OEM AND BACK TO BACK SUPPORT FOR UNINTERRUPTED SUPPLY OF FIRE SAFETY EQUIPMENTS AND ITS SPARE PARTS.	YES / NO	Flag - J
11	PRESENTLY SERVICE SUPPORT OFFICE IN NORTH EAST CIRCLE WITH ADDRESS AND CONTACT DETAILS.	YES / NO	Flag - K
12	BLACK LISTED FROM ANY PUBLIC SECTOR BANK'S / GOVT UNDERTAKING (AN UNDERTAKING MUST BE SUBMITTED IN THIS REGARD ON FIRM LETTER HEAD)	YES / NO	Flag - L
13	IS THERE ANY DISPUTE PERTAINING TO BUSINESS AS RENDERED / SOUGHT BY YOU IN COURT OF LAW OR ANY JUDICIAL AUTHORITY. (AN UNDERTAKING MUST BE SUBMITTED IN THIS REGARD ON FIRM LETTER HEAD)	YES / NO	Flag - M
14	SOLVENCY / EQUIVALENTV CERTIFICATE SUBMITTED/ENCLOSED OF Rs. 10 LACS DATED AS NOT MORE THAN 3 MONTH OLDER FROM LAST DATE OF SUBMISSION OF APPLICATION (AS PER ANNEXURE-F)	YES / NO	Flag - N
15	WILLING TO ACCEPT ANNUAL MAINTENANCE CONTRACT (AMC) FOR EXISTING AND SUPPLY OF NEW FIRE SUPPRESSION (WATER BASED) SYSTEM AS PER TECHNICAL SPECIFICATION (AS PER ANNEXURE-G)	YES / NO	Flag - O
16	UNDERTAKING FOR OPEN SERVICE SUPPORT OFFICE [ SEE CLAUSE: 2.9 OF EOI ], AND SHOP & ESATBLISHMENT REGISTRATION CERTIFICATE WITHIN DUE DATE AS MENTIONED IN EOI OFFICE [ SEE CLAUSE: 2.5 (v) OF EOI ], (AS PER ANNEXURE- H)	YES / NO	Flag - P
17	REGISTRATION CERTIFICATE ISSUED BY STATE GOVT UNDER SHOPS AND ESTABLISHMENT ACT BY ANY NE STATES UNDER NORTH EAST CIRCLE.[SEE CLAUSE:2.5 (v) OF EOI]	YES / NO	Flag - Q
18	PERFORMANCE CERTIFICATE ISSUED BY EXISTING OR PREVIOUS EMPLOYER AS PER ANNEXURE-I, NOT MORE THAN THREE MONTH OLD [SEE CLAUSE:2.2 OF EOI,PREFERENCE WILL BE GIVEN TO THE PERFORMANCE CERTIFICATES IF ISSUED BY STATE BANK OF INDIA]	YES / NO	Flag - R

**(Note: - Please enclose valid supporting documents for each item from Sr. No. 1 to 18 in the given order only.)**

**(Authorized signatory & seal)**