

TENDER ID : PAT201911003

SBI INFRA MANAGEMENT SOLUTIONS PVT LTD

(WHOLLY OWNED SUBSIDIARY OF SBI)

PATNA CIRCLE OFFICE

INVITES TENDERS ON BEHALF OF SBI PATNA CIRCLE

**Vendors have experience with Operation of Generator sets on Hiring Basis in
Bihar and Jharkhand State are only eligible.**

(Vendors should submit proof of the same)

FOR

HIRING OF 10 KVA DIESEL GENERATOR SET AT

SBI, AKHOURIGOLA BRANCH (18913), UNDER RBO SASARAM

Last date of submission of Tender : Up to 3.00 P.M(IST) on 19.11.2019

Opening of Tenders : 3.30 P.M(IST) on 19.11.2019

CIRCLE HEAD

SBIIMS, CIRCLE OFFICE PATNA

Signature with Seal of the Bidder

NOTICE INVITING TENDERS

SBIIMS, Patna Circle on behalf of SBI, Local Head Office, Patna invites Sealed tenders / quotations from vendors having experience in operation of 10 KVA Generator set on hiring basis in Two Part Bid System.

1. **Approved Brand: KIRLOSKAR, JACKSON, ASHOK LEYLAND, EICER, MAHINDRA, CUMMINS, GREAVES**
2. **The minimum criteria for participation in the bid are as under:**
 - i) The vendor has minimum three (03) experiences in operation of 10 KVA generator set or above on hiring basis.
 - ii) Tender Cost of requisite amount. No tender will be considered without Tender Cost.
 - iii) Applicant vendor should be an Income Tax Assesses with PAN No.
 - iv) The vendor must have adequate knowledge of generator set and manpower for handle in breakdown of generator set.
 - v) The bidder must not be related to any staff member or close relative of staff of SBI.

The Bank will have the right to relax the minimum pre-qualification criteria in exceptional circumstances.

The details of the Tender are as under:-

S No.	Description	Details
1	Name of work	Hiring of 10 KVA Diesel Generator set for SBI, Akhourigola Branch under RBO Sasaram.
2	Time allowed for providing DG set	30 days
3	Cost of Tender Papers (Processing fee) Non-refundable	Rs.1000/- (Rupees One thousand only) through “ SB COLLECT ” payment portal by using SBI Internet Banking site www.onlinesbi.com . The receipt of payment to be submitted along with the technical bid. Without tender processing fee tender will be rejected. The steps involved in making the payment is provided at Annexure-A
4	Earnest Money Deposit (EMD)	Rs.5000/- by way of Demand Draft in favour of “State Bank of India” payable at Sasaram
7	Date of issue of Tender Documents from Bank’s Website	08.11.2019 to 19.11.2019 from Bank’s web site www.sbi.co.in under Link-Procurement news.

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8	Address at which tenders are to be submitted	SBIIMS Circle office, Patna 2 nd floor, SBI Patna Main branch West Gandhi Maidan, Patna-800001
9	Last date of submission of Bid.	19.11.2019 Up to 3.00 P.M.
10	Date and time of opening of Tenders	19.11.2019 at 3.30 P.M. at the above address in presence of the vendors or their authorized representative who desires to be present.
13	Terms of Payment	Monthly bill will be paid on production of bill. No Advance will be paid.
14	Validity of Tender	90 days from the date of opening of price bid
15	Eligible taxes	(A) TDS (if applicable) will be deducted at source as per govt. guidelines. (B) Reimbursement of GST will be made only on submission of proper GST Invoice as per applicable GST provisions/Rules. The contractor should comply with the following: * Vendor should have GST Registration Number. * Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provisions/Rules.
16	Information Regarding Submission of Tenders	Eligible vendors should download the Technical and financial bid from Bank's web site. Vendors should submit Technical and financial bids in 02 (two) separate sealed cover and super scribed with the name of the work. Both the Technical and financial bid should be in a separate large envelope sealed and super scribed with the name of the work. <u>Technical bid:</u> Technical bid should contain the following :- (i) Receipt of Tender processing fee. (ii) PAN No. copy. (iii) GST Registration copy (if any). (iii) Experience certificate. (iv) All tender papers duly signed & stamped by the vendor. Without the any one of the above in the Technical bid, the Tender will be rejected and price bid will be returned without being opened. <u>Financial/Price Bid/Item wise BOQ</u> : Vendor should

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		submit the price bid in a separate sealed envelope. The price bid/Item wise BOQ should only contain the priced offers and general rebate (if any). Any condition in the price bid/BOQ will be liable for rejection of tender.
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Annexure-A

The Steps involved in making the payment through SB Collect are as under :-

1. The Vendor needs to use SBI internet Banking site <https://www.onlinesbi.com/>
2. Select **“SB Collect”** from Top Menu that will lead to the next page.
3. **“Proceed”** will lead to the next page.
4. Select **“All India”** in “State of Corporate/Institution” & select **“Commercial services”** in “Type of Corporate/Institution”.
5. **“Go”** will lead to the next page.
6. Select **“SBI Infra Management Solutions”** in Commercial services name and **“Submit”**.
7. Select **“Tender application fee”** in “Payment gateway” and enter the **“Tender ID”** exactly as we preloaded with characters in Uppercase only in place of Circle Codes.
8. The next page will be ready with few of the preloaded Tender details.
9. The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a reference No.

NOTE: Any type of Manufacturer / Vendor, whether dealing with SBI or other Bank can use this SB Collect facility. Even a Manufacturer / Vendor not dealing with any Bank,

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use this portal and generate challan and deposit by cash in any SBI branch. The Bank charges for cash deposit will be also borne by the vendor/contractor himself.

GENERAL TERMS & CONDITIONS

1. **Supply of Generator set** : The generator set should be supplied 10 KVA, Single phase, CPCB compliant acoustic canopy type and make as under:

KIRLOSKAR, JACKSON, ASHOK LEYLAND, EICER, MAHINDRA, CUMMINS, GREAVES

2. The generator should have hour meter, volt meter, ammeter, frequency meter, RPM meter and MCCB of suitable rating.

3. The vendor will have to supply and lay suitable length, size & capacity of armoured aluminum cable for connection from generator to Bank's change over.

4. The generator should be placed in the premises of Bank as earmarked by the branch.

5. The EMD of the successful bidder will be kept as security deposit with the bank for the contract period.

6. The vendor has to maintain the power cut, duration of operation of generator set log sheet in a register and to be counter signed daily with the Branch Manager.

7. The generator set should be less than 3 years old as on 01.11.2019. Proof of invoice etc. should be submitted at the time of supply.

8. Contractor shall arrange maintenance of generator set in regular interval for smooth functioning.

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9. The initial period of contract shall be for 3 years, renewable for a further period of three years subject to satisfactory services. The final discretion is with the Bank for renewal of contract.

10. Vendor will have to operate the generator set from 9.00 A.M. to 9.00 P.M. on all working days. In case of requirement of the Bank the vendor have to operate the generator set on Sundays and Holidays. No any extra compensation will be paid in for operation on Sundays and Holidays.

11. The vendor has to follow and comply all the safety and security norms as recommended by the CPCB. Any expenditure incurred will be borne by the vendor.

12. The vendor shall be entirely responsible for any accident or injury to the operator and generator set. Any insurance in this regard to done by the vendor.

13. If the service of the vendor is found unsatisfactory, the Bank reserves the right to terminate the contract after giving one month's notice.

14. The successful vendor has to enter into agreement with the Bank on non judicial stamp paper.

15. The vendors are requested to visit the site before quoting the rate in the tender.

16. Conditional tenders are liable to be rejected.

17. Bank reserves the right to accept or reject any or all the tenders received without assigning any reason whatsoever.

18. Interested vendors may submit the following documents, duly signed, in the prescribed format placed in

Envelop-I marked as "Technical Bid".

- i) **Tender Cost Details**
- ii) **Earnest Money Deposit (EMD)**
- iii) **Tender notice (this is the document you are reading now)**
- iv) **General Terms and Conditions**
- v) **Technical Bid (Part-A)**

The **Price Bid** in the prescribed format should be placed in the **Envelop-II** marked as **"Price Bid"**.

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The above-mentioned **Envelopes I and II** should be placed together in another envelope super-scribed as **“Tender for Hiring of 10 KVA generator set for SBI, Akhourigola Branch”**.

19. **Applications complete in all respects should reach the CIRCLE HEAD, SBI INFRA MANAGEMENT SOLUTION PVT. LTD., 2ND FLOOR, PATNA MAIN BRANCH, WEST GANDHI MAIDAN, PATNA – 800 001 by 3.00 p.m. upto 19.11.2019.** The applications may be submitted either through post / courier or in person. Applications received after the said time and date will not be entertained.

20. The Technical Bids contained in the Application Form will be opened at **3.30 p.m. on 19.11.2019** in the office of the **CIRCLE HEAD, SBI INFRA MANAGEMENT SOLUTION PVT. LTD., 2ND FLOOR, PATNA MAIN BRANCH, WEST GANDHI MAIDAN, PATNA – 800 001**. The vendors may depute their representative to remain present during opening of the Technical Bid.

21. Evaluation of the Technical Bids will be carried out by a Committee of Bank Officers and the short-listed bidders will intimated suitably. Thereafter, Price Bid will be opened on a specified date and time which will be intimated to the shortlisted bidders in advance. **L1 will be selected on the basis of lower cost charges [See Price Bid format].**

22. Mere fulfillment of the criteria does not necessarily ensure short listing. Bank reserves the right to reject any or all quotations, without any reason.

23. For queries, please contact:

Chief Manager (E.E.): 6206130873

E-mail:headpat.sbiims@sbi.co.in

**Circle Head
SBIIMS, Circle Office, Patna**

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PART – A

TECHNICAL BID

HIRING OF 10 KVA DIESEL GENERATOR SET AT SBI AKHOURIGOLA BRANCH

UNDER RBO SASARAM

1	Name of the Vendor	
2	Constitution i.e. proprietary, partnership or Company	
3	Address, telephone no, mobile no, fax no, email ID along with name of key persons	
4	Year of Establishment	

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5	Tender Cost Details (attach proof)	
6	PAN No. (attach copy)	
6	GST No. (if any, attach copy)	
7	Details of Generators operated in Govt. / Semi Govt. / Public Sector / Pvt. Sector during last 3 years (Attach Performance certificate from the user)	

Date:

Place:

PART – B

Price Bid

TENDER DOCUMENT

Sealed tender / quotation for ***hiring of one (1) no. 10 KVA D.G. set with acoustic enclosure for SBI Akhourigola Branch (Exclusive of GST).***

PART 'B' SHALL BE OPENED ONLY FOR THE BIDDERS SHORT-LISTED IN TECHNICAL BID.

1	Name of the Vendor	
2	Postal Address with Telephone / Mobile no and e-mail.	
3	Make of DG set	

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4	Monthly Hiring Charges of 10 KVA DG Set including operator's charges in Rupees	
5	Fuel Consumption (in Litres per hour)	
6	Cost of Diesel per litre @ Rs.70/-	
7	Total Monthly cost = (Sl.no.4) + (Sl.no.5 X 30 X Sl.no.6) Calculation for evaluating L-1 tender [Per month value of tender = (Monthly hiring charges) + (Fuel consumption per hour x Average monthly running of 30 hours x per litre cost of diesel)]	

GST will be paid as per Govt. norms.

Date:

Place:

Signature with Seal of the Bidder