



**Asst. General Manager, State Bank of India,  
Local Head Office,  
Sector-17, Chandigarh**

**INVITES SHORT TERM TENDER  
FOR**

**AIR-CONDOTIONING WORKS**

**AT STATE BANK OF INDIA**

**North Hall on Ground Floor, at L.H.O, Sector-17 CHANDIGARH.**

**TENDER DOCUMENTS**

**TENDER ID: SBI/LHO/CHD/NH/004**

## NOTICE INVITING TENDERS

Sealed tenders (two envelope system) are hereby invited on behalf of **The Astt.General Manager (P & E), State Bank of India ,LHO, CHANDIGARH** for carrying out Electrical works at **North Hall, at L.H.O,Sector-17 CHANDIGARH.**

**The only Approved makes i.e. ( DAIKIN., CARRIER., BLUESTAR., O-GENERAL & MITSUBISHI ELECTRIC, LG, HITACHI & VOLTAS Air-conditioning Companies or only one Dealer whom is Authorized by compony will be eligible to participate in this tender.**

<b>The details of tender are as under:</b>		
SN	Particulars	Details
1.	Name of work	<b>Air-Conditioning Works for State Bank Of India., North Hall, at L.H.O,Sector-17 Chandigarh</b>
2.	Time allowed for completion	<b>30 days</b> from the date of commencement.
3.	Security Deposit	Nil
4.	Cost of tender documents	Nil
5.	Last date & time for submission of <b>Price Bid</b>	: <b>02-08-2023 on or before 1.00 pm.</b> Note: It is sole responsibility of the bidder to ensure submission of their Tender documents by stipulated date and time at specified address failing which they will not be eligible to participate in Tendering process.
6.	Address at which the tenders are to be submitted	Offline along with a copy of technical bid submitted offline in the office of <b>Astt.General Manager (P &amp; E), State Bank of India ,LHO, CHANDIGARH,,</b>
7.	Date and time of opening of tender	Offline <b>02-08-2023</b> at <b>02:00 PM</b>
8.	Place of opening tenders	offline
9.	Defects Liability Period	<b>12 months</b> from the date of completion
10.	Validity of offer	<b>90 days</b> from the date of opening of tenders.
11.	Liquidated Damages	At the rate of 0.5% of the contract value per week of delay subject to a maximum of 5% of the accepted contract value.
12.	Earnest Money Deposit	<b>5,000/- (Five Thousand Only)</b> by crossed Bank draft/ Banker's cheque drawn in favour of State Bank of India payable at Chandigarh.
	<b>ESTIMATES AMOUNT</b>	<b>Rs 3,36,244.90</b>
<p>In case the date of opening of tenders is declared as a holiday, the tender will be opened on the next working day at the same time. SBI has the right to accept/reject any/ all tenders without assigning any reasons.</p>		
For and behalf of State Bank of India		

**MODE OF SUBMISSION OF TENDER: OFFLINE TENDER**

The tender shall be submitted **OFFLINE** in two cover system in accordance with the procedure detailed herein below. Specified documents shall be sealed in envelopes of appropriate size each of which shall be sealed.

- a) 1) First Envelope marked cover-1 shall contain covering letter, clarification (if any), technical and commercial terms, duly signed and requisite EMD, is to be deposited at office of **Astt.General Manager (P & E), State Bank of India ,LHO, CHANDIGARH**, latest **by 02-08-2023 upto 01:00 PM.**
- 2) Second Envelope marked cover-2 shall contain only the copy of priced Bill of Quantities duly filled OFFLINE, duly signed, is to be deposited office of **Astt.General Manager (P & E), State Bank of India ,LHO, CHANDIGARH,,** latest **by 02-08-2023 upto01:00 PM.**

Opening of Tender:

- 1) OFFLINE
- 2) Cover 1 containing the EMD & covering letter, terms and conditions, if any, will be opened first.
- 3) After opening of cover 1 and after evaluating the clarifications / conditions, if any, stipulated by the contractors, i.e. if the vendor are qualified, cover 2 containing priced Tenderer will be opened OFFLINE of those qualified vendors
- 4) In case and only if the L-1 bidder quote received is substantially high (more than 10% of the estimated cost put to tender), Bank shall have the rights to carry out reverse auction which will be communicated as soon as possible after opening of tenders to all the qualified vendors/firms.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

State Bank of India has the right to accept / reject any or all tenders without assigning any reasons.

Yours faithfully,

-----S/d-----

Signature of the Tenderer

Asst. General Manager ( P & E)  
SBI, Local Head Office,  
Sector-17, Chandigarh

## **INSTRUCTIONS TO THE TENDERERS**

### **1.0 SCOPE OF WORK**

OFFLINE Sealed Tenders are invited by **Astt.General Manager (P & E), State Bank of India ,LHO, CHANDIGARH**, for Air-Conditioning work at the **State Bank Of India, North Hall, at L.H.O,Sector-17 Chandigarh**

### **1.1 SITE AND ITS LOCATION**

The proposed work is to be carried out at **State Bank Of India, North Hall at Ground Floor , at L.H.O,Sector-17 Chandigarh**

### **2.0 SITE VISIT**

2.1 The tenderer must obtain himself on his own responsibility and his own expenses all information and data which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials labour, the law and order situation, climatic conditions local authorities requirements, traffic regulations etc.

The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

### **3.0 Earnest Money Deposit**

3.1 **The tenderers are requested to submit the EMD along with Technical Bids.**

### **4.0 Initial Security Deposit**

NIL

### **5.0 Retention Money**

5.1 An amount @ 5% of the bill amount will be retained by the SBI from the bills and the same will be released by the SBI against Bank guarantee for equal amount issued by any Nationalized /Scheduled Bank in the SBI's approved format valid for 1 year. The Bank guarantee shall be released only after completion of warranty period of 1 year provided no complaint is received in the office chairs or the defects has been rectified by replacing the same satisfactorily.

*The successful bidder may choose to submit such Bank Guarantee to the SBI soon after commencement of work to avoid deduction of retention money from the Bills. No advance on materials / plant / machinery or mobilization advance shall be paid in any circumstances*

5.2 No interest shall be paid to the amount retained by the Bank as Security Deposit.

6.0 Completion Period **30 days** from the date of work order.

### **7.0 Validity of Tender**

Tenders shall remain valid and open for acceptance for a period of 3 (Three) months from the date of opening price bid. If the tenderer withdraws his/her offer during the validity period or makes modifications in his/her original offer which are not acceptance to the Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

### **8.0 Liquidated Damages**

The liquidated damages shall be 0.5% per week subject to a maximum of 5% of contract value.

## 9.0 Rates and Prices

### 10. In case of item rate tender

- 10.1 The tenderers shall quote their rates for individual items both in words and figures in case of discrepancy between the rates quoted in words and figures the unit rate quoted in words will prevail. If no rate is quoted for a particular item the contractor shall not be paid for that item when it is executed. The amount of each item shall be calculated and the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity the unit rate quoted will govern and the amount will be corrected.
- 10.2 The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.
- 10.3 The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly. The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Architect/ Bank.
- 10.4 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.
- 10.5 Each page shall be totaled and the grand total shall be given.
- 10.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, VAT, levies, GST etc.

## **SAFETY CODE**

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
2. An injured person shall be taken to a public hospital without loss of time, in cases when the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent running shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris or material as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement, mortar, concrete and lime shall be provided with protective footwear and rubber hand gloves.
9. Those engaged in welding works shall be provided with welders' protective eye shield and gloves.
10. (i) No paint containing lead or lead products shall be used except in the form of paste readymade paint.  
(ii) Suitable facemasks should be supplied for use by the workers when the paint applied in the form of spray or surface having lead paint dry rubbed and scrapped.
11. Overalls shall be supplied by the contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during cessation of work.
12. Hoisting machines and tackle used in the works including their attachments anchor and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be durable quality and adequate strength and free from defects.

**Signature & Seal of the Contractor**

**Note: -**

- i) The contractor should obtain prior approval from Employer / Consultants before placing order for any specific materials. Employer may change / delete any of the makes or brands out of the above list.
- ii) All materials should conform to relevant standards and codes of BIS. Materials with I.S.I. mark shall be used duly approved by the STATE BANK OF INDIA Engineer / Architect.
- iii) **If any material is found to be not up to the mark, the contractor will have to produce original bills/certificate from the manufacturer or his authorized Distributor for authenticity and genuineness of the material for consideration and as per make approved by the STATE BANK OF INDIA. The same will not be considered for payment.**