



सेन्ट्रल बँक ऑफ इंडिया
Central Bank of India

CENTRAL TO YOU SINCE 1911
REGIONAL OFFICE : UPPER ASSAM

NOTICE INVITING TENDER FOR ELECTRICAL RECTIFICATION (Meter Panel & UPS Panel) IN THE BRANCHES / OFFICE UNDER REGIONAL OFFICE UPPER ASSAM.

Sealed Tenders are invited by Central Bank of India, Regional Office Upper Assam, for carrying out Electrical rectification (Meter Panel & UPS Panel) as per Electrical safety Audit 2023 of their Branch & offices under Regional Office Upper Assam in Two Bid System (Technical bid & Commercial Bid) meeting the Under-noted eligibility criteria for carrying out the work specified in the tender document In accordance with the Bank's general conditions of contract, special terms & conditions of Contract & Particular terms & conditions of Contract, Standard specifications, extent of work, Special instructions to bidders as appended on subsequent pages & Annexures.

Central Bank of India, Regional Office Upper Assam invites applications from reputed firms, satisfying the eligibility norms stipulated herein this tender document, for carrying out the electrical rectification work (Meter Panel & UPS Panel) as per observations found in Electrical safety audit report 2023 in the Branch offices/Regional Offices/ under Regional Office Upper Assam.

Description of Work	Carrying out Electrical Rectification work (<u>Meter Panel & UPS Panel</u>) at various offices
Place of work	As per Annexure – 1
Cost of work	Rates for electrical items will be called as per Electrical Inventory list mentioned in the Commercial bid format. After Approval of Rates as per Inventory list, work order will be given to the vendor for electrical rectification as per ESA report 2023.
Tender Fee (Non refundable)	Payment of Rs.1500/- to be made in the form of Demand Draft payable in the name of " Central Bank of India, Regional Office Upper Assam ". Technical bids without Tender Fee amount shall NOT be accepted.
Tender Publish Date	01/10/2024
Last date for Submission of Bids	24/10/2024 at 05:00 pm
Date of Opening of Technical Bids	25/10/2024
Contact person name	1. Security officer , Gulab Singh 2. Mr. Sunil Jha, Manager, RO Upper Assam
Contact number	9490706480 / 8274063500
Place of submission of Bids & opening of bids	Regional Head , Central Bank of India, Regional Office Upper Assam , Chandra Bhawan , Nehru Park , Jorhat , Assam ,Pin-785001
Date of Opening Financial Bids	Will be informed to short listed Bidders who qualify in Technical Bid stage
E-mail id for correspondence	securityupparo@centralbank.co.in gadupparo@centralbank.co.in

Regional Head
Regional Office Upper Assam





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Central Bank of India

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REGIONAL OFFICE : UPPER ASSAM

Invitation for Tender / Bids (Electrical Rectification)
Terms & conditions

1. Central Bank of India, Regional Office, Upper Assam invites sealed tenders / Bids from eligible Electrical Consultant / firms/vendor for Electrical Rectification of Branches & Offices as per Annexure – 1 under RO Upper Assam. Interested eligible Bidders may submit their response to this tender document at our office located at Regional Head, Central Bank of India, Regional Office Upper Assam, Chandra Bhawan , Nehru Park , Jorhat , Assam ,Pin-785001 before last date for submission of tender documents as mentioned in this tender document.
- 2.The response to the Tender document is to be submitted in two-bid system, separately in two sealed covers as per the formats given in this tender document super scribing — “Technical / Commercial Bid for the Electrical Rectification :
(a)Technical bid
(b)Commercial bid. In the form of Electrical Inventory list to be filled with rates against each item .
- 3.Central Bank of India reserves the right to accept or reject in part or full any or all the offers without assigning any reasons there for at any stage of tender.
- 4.Date of opening of Commercial bids shall be intimated to technically qualified bidders.
- 5.The bids submitted late on account of any reasons, whatsoever, will NOT be entertained.
- 6.Tender document is non-transferable and the selected final bidder shall be executing the work order through their authorized employees only and cannot be given as sub-contract.
- 7.Rates should be quoted both in words and numbers in the financial bids(in the electrical inventory list item wise). No alterations in these figures / words are expected. In case of any alterations / strike off, the amount mentioned in the words shall prevail. All the corrections are to be initialed by authorized signatory of the firm.
- 8.All the supporting documents submitted along with the tender document are to be signed by the authorized signatory.
- 9.Bank may negotiate with the L-1 bidder for further reduction of rate quoted by bidder. Work will be allotted to L-1, L-2 & L-3 bidders on the rate of L-1 Bidder after rate negotiation. A Consent letter will be taken from L-2 & L-3 Bidders for the purpose that they are agree to work on the same rate of L-1 , Same way L-1 vendor will also be submit Consent letter for “NO Objection” for allotment of work to L-2 & L-3 for timely completion of rectification work of the branches under RO Upper Assam.
- 10.Any additions or a deletion in the list of branches is as per the discretion of the Bank.
- 11.In case of any ambiguity or doubt as to meaning of any of the tender clauses / conditions or, if any further information is required, the matter should immediately be referred to Regional Head , Central Bank of India, Regional Office Upper Assam, Chandra Bhawan , Nehru Park , Jorhat , Assam ,Pin-785001



12. Tender Fee an amount of Rs.1500.00 (non refundable) shall be deposited in the form of Demand Draft issued in the name of "Central Bank of India, Regional Office Upper Assam", payable at Upper Assam, not issued before the date of publication of this tender document. This Demand Draft is to be enclosed along with Technical Bid only. Failure to submit the EMD by the bidder shall make the document offered by Bidder as Invalid.

13. It is the responsibility of the bidder to ensure that their firm participating in the bidding process meets all the eligibility criteria stipulated by the Bank and necessary documents are enclosed wherever required. During the course of evaluation of bids, if Bank requires any documentary evidence required for evaluation, the same shall be intimated and bidder is expected to submit within reasonable time period. In case the documentary evidence could not be submitted within stipulated time period, Bank may discard the proposal submitted by the Bidder. All participating Bidders are requested to check the documents wherever required and be included in the technical bid at the initial stage itself.

11. Eligibility criteria of the bidder:

- a) The bidder / consultant / firm / company have to fulfill the criteria.
- b) Preferably Proper infrastructure/ office in Assam or at any other location within 100 kilometer from Upper Assam.
- c) The bidder should be an income tax assessee and should have filed income tax return for the last 2 years (Supporting documents to be annexed in technical bid)
- d) The bidder should be profit making in the last 2 years.
- e) Average financial turnover for the last 2 financial years should be minimum Rs.05.00 lakh per year.
- f) Bidders are required to submit their full bio-data giving details in the enclosed preforma about their organization, experience, technical personnel in their organization, PAN card, Aadhar card, address proof, competence etc.
- g) The minimum educational qualification of electrical vendor / consultant should be a diploma holder in electrical engineering (DEE) or BEE certification by Ministry of Energy and Power. Bachelor degree in electrical engineering will be considered as advantage to firm.
- h) Bidder should have experience of minimum 2 years of electrical audit/rectification in Government / PSU / Nationalized Banks. Copy of work order should be attached with the tender.
- i) The bidder should submit the copy of registration of the firm.
- J) The bidder should have valid sale tax / TIN number / GST number whichever is applicable.
- K) The details of employees deputed to Branches should carry ID proof at all times along with copy of the work order.

19. All relevant precautions are to be taken by the bidder / electrical firm while executing the rectification work at all locations. The bidder shall be responsible for all injuries to the work or workmen, to persons, animals or things and for all damages to the structural and /or decorative part of property which may arise from the operations or negligence of himself / their employees.



Annexure — Compliance of terms and conditions -in Technical Bid

I / we have read and understood the instructions and the terms and conditions contained in the tender Document.

I do hereby declare that the information furnished in the response to tender document and other supplementary sheets is correct to the best of my / our knowledge and belief.

In case of selection of my / our bid for Electrical rectification work, we shall be carrying out the electrical rectification work in accordance with the terms and conditions there of.

Signature of Authorized Signatory:

Name of Authorized Signatory:

Designation :

Address of firm:

Place:

Date:



TECHNICAL BID
Basic Information about the Firm / Organization:

Sl No	Details	विवरण Details	दस्तावेज संलग्न? Documents Enclosed?
1.	Name of the firm / Company Along with Address		
2.	Contact Details 1. Name of person 2. Mobile no : 3. Email Id : 4. ID & Address details : 5. GST no. (if any)		
	Date and year of establishment (Enclose relevant documents)		
4	Type of organization (Sole proprietor /partnership / private ltd/ co-operative body etc)		
5.	Details of registration (Documentary evidence to be enclosed)		
6.	Details of electrical work order's executed with Govt/ PSU / Nationalized Banks etc. (Documentary evidence to be enclosed)		
7.	Financial Details of the firm (enclose documentary evidence)		
8.	No. of years of experience in electrical rectification works (Certificate to be enclosed)		



9.	Income tax returns & balance sheet of the last 2 years (documentary evidence to be enclosed)		
10.	Name of electrical Vendor/auditors / engineer / inspector /firm (full details along with qualifications) (enclose documents)		
11.	Whether electrical vendor/auditor / engineer / inspector is having valid BEE certification (enclose certificate)		
12.	Income tax PAN number		
13.	GST number (if any)		
14.	Whether any of the engineer / electrical vendor is having Registration from Bureau of Energy Efficiency? If yes, enclose documentary evidence		

(Signature of Bidder with Seal of Firm)

Date :

Place :



Annexure -Commercial Bid/Financial Bid

To
Regional Head ,
Central Bank of India, Regional Office, Upper Assam , Jorhat

Reg: Commercial Bid for Approval of rates for Electrical Items as per Inventory list.

With reference to tender document for electrical rectification (Meter Panel & UPS Panel) for various branches / offices and ATMs located in three States like Assam, Arunachal & Nagaland as per Annexure – 1 , we are pleased to offer our best quote for carrying out the work as mentioned in scope of work. We confirm that the rate for electrical items mentioned in the below mentioned inventory list shall be submitted to concerned Regional Office in prescribed formats .

**ELECTRICAL INVENTORY LIST FOR ELECTRICAL RECTIFICATION IN
THE BRANCHES UNDER RO UPPER ASSAM**

SL NO.	ITEM DESCRIPTION WITH BRAND NAME	UNIT	QTY	PRICE PER UNIT
1.	Panel – 30 inch *30 inch *6 inch with Bass Bar	Point	1	
2.	CT Meter 60 /5 Amps- Havells/ Siemens	Point	1	
3.	Ampere Meter – 4 inch Dia - Havells/ Siemens	Point	1	
4.	Volt Meter – 4 inch Dia - Havells/ Siemens	Point	1	
5.	Selector Swith (Siemens) for Volt meter & Amp Meter	Point	1	
6.	Colour lamb (fuse indicator for all three phases)	Point	1	
7.	MCCB (Siemens) 4 Pole 100 Amps 125 Amps	Point	1	
8.	Kit Kat Fuse (5 Amp)	Point	1	
9.	MCB (Havells) 16 AMP 32 AMP	Point	1	



10	Copper Wire – Havells / Anchor / Poly Cab 1 MM 4 MM 6 MM 10 MM	Point	1	
11.	Transportation Charges & Installation Charges for Meter Panel	Point	1	
12.	Transportation Charges & Installation Charges for UPS Panel	Point	1	
13.	Vertical / Horizontal DB Panel for UPS (Havells) Standard Size	Point	1	

Name of vendor with seal & signature.

We understand that in case of difference of amount mentioned in words and numbers, the value mentioned in words shall prevail to decide on the L-1 Bidder.

All terms and conditions mentioned in the tender document are acceptable to us and shall be binding on us.

(Signature of Bidder with Seal of Firm)

Date :

Place :

Bidders are requested to check the enclosures mentioned below. The list is only indicative and not exhaustive.

Details of Firm:

1. Contact details
2. Checking for experience details as per requirements mentioned in Tender document
3. Income Tax Assessment returns for last 2 years
4. Balance Sheet statement
5. Details of PAN card , GST provided
6. Tender Fee of Rs 1500.00 (nonrefundable) in form of DD to be enclosed in Technical Bid.
7. Commercial Bid in prescribed format without any alterations / corrections
8. Compliance letter to Bank on tender document on Company's letter head
9. Copies of Previous work orders executed by the bidder
10. Two separate sealed envelopes – Technical Bid & Commercial Bid prepared
11. Supporting documents, certification of employees , firm etc are enclosed
12. Financial turnover of the bidder is exceeding Rs 5.00 lakh for last 2 years and is profit making
13. Other relevant documents.

