



Tender No: RO/HYDE/SECY/09.08.2021

TENDER DOCUMENT

FOR

**SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE
EXTINGUISHERS AT BRANCHES AND OFFICES OF HYDERABAD
REGION**

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NOTICE INVITING TENDER

Tender No: RO/HYDE/SECY/09.08.2021

Central Bank of India, a body corporate constituted in India under the Banking Companies (Requisition and Transfer of Undertaking) Act 1970 having its Head Office at Chander Mukhi, Nariman Point, Mumbai - 400021 hereinafter called "Bank" invites sealed tenders from eligible bidders for the **Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region**. For complete description of the requirement, please refer to the tender document.

Tendering shall be conducted in accordance with Open Tender procedures of the Bank. Technical and Financial bids has to be submitted in separate envelopes by the bidder. Prospective bidders must take note of the qualification requirements as specified in the tender document. Technical eligibility criteria are elaborated in Annexure I of tender document. Bids must be accompanied by Earnest Money Deposit (EMD) of Rs.9,000/- and Cost of Tender Documents of Rs. 2360/- as Demand Draft in favour of Central Bank of India payable at Hyderabad. EMD and cost of tender should be submitted in Technical Bid Envelope. Any tender not accompanied with the EMD and cost of tender shall be rejected. Cost of tender is not returnable. Tender document can also be downloaded from our website www.centralbankofindia.co.in/en/active-tender

Important Dates:

Date of commencement of tender	09 August 2021
Date of Pre-Bid Meeting	17 August 2021 at 11:00 AM
Last Date and Time for submission of bids at below address	02 September 2021 at 3:00 PM
Time and Date of Opening of Technical bids	02 September 2021 at 3:30 PM
Time and Date of Opening of Financial bids	07 September 2021 at 3:30 PM or as intimated to bidders qualified in technical bid

Pre-bid meeting to clarify any point will be held in below address as per above timeline. Prospective bidders are requested to submit their points for clarification during pre-bid meeting at below email address before 11:00 AM on 16 August 2021. Tender offers will be opened as per the schedule mentioned above at the address mentioned below in the presence of the bidders' representatives who choose to attend the opening of tender. Technical specifications, Terms and conditions, and various formats for submitting the tender offer are described in the tender document. Further "Addendum" (if any) shall be issued on Bank's website only and bidder has to refer the same before final submission of the Tender.

The Bank is not bound to accept any particular tender received in response to this invitation and reserves the right to reject all tenders and cancel the tendering process at any time without any liability to any party whatsoever.

Senior Regional Manager
Regional Office, Central Bank of India,
Bank Street, Koti, Hyderabad-500 001
Telangana

Ph: 040-23468911 to 917-extn-4304, email: securityhydero@centralbank.co.in



Central Bank of India, a body corporate constituted in India under the Banking Companies (Requisition and Transfer of Undertaking) Act 1970 having its Head Office at Chander Mukhi, Nariman Point, Mumbai - 400021 hereinafter called "Bank" invites sealed tenders from eligible bidders for the Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region.

Date of commencement of tender	09 August 2021
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Last Date and Time for submission of bids at below address	02 September 2021 at 3:00 PM
Time and Date of Opening of Technical bids	02 September 2021 at 3:30 PM
Time and Date of Opening of Financial bids	07 September 2021 at 3:30 PM or as intimated to bidders qualified in technical bid
EMD as Demand Draft	Rs. 9,000/-
Cost of Tender Documents (Not returnable)	Rs. 2,360/-
Number of Copies of Tender to be submitted	One

GENERAL INSTRUCTIONS

- Read and understand whole tender document carefully before filling the bid.
- Each page of the Tender Document including Addendum, if any, should be signed by authorized signatory and stamped before submitting bid document.
- Over writing/corrections should be attested with initials. In case the corrections / alteration are not properly authenticated, the offer will be rejected
- The Financial Bid shall be on a fixed rate basis and no escalation would be applicable during duration of contract i.e., three years, further only rates of supply, installation and maintenance is being contracted and quantity is based on the requirement of the Bank.
- Bidders are advised to familiarize with the location of Branches & Offices of the Bank and the condition of existing extinguishers. Request for visiting Branches/Offices may be submitted to email mentioned in NIT.

GENERAL CONDITIONS OF CONTRACT

1.0 DEFINITIONS

- 1.1 SCC means the Special Conditions of Contract
- 1.2 Purchaser means the department/ office of the Bank purchasing the Goods, as named in NIT.
- 1.3 Supplier/Vendor/Agency/Contractor means the individual or firm supplying the Goods and Services under this Contract
- 1.4 Bank means Central Bank of India.

2.0 AWARD OF TENDER

2.1 **L-1/lowest bidder** will be decided on the Net Amount Quoted (Net Amount Quoted/Payable = Cost of Supply and installation of new fire extinguishers + Cost of Refilling + Cost of Pressure testing + Cost of Annual Maintenance and Training – (minus) Buyback Cost of Old Fire extinguishers)

2.2 Bank may split the work among others bidders, if others agree to carry out the job at the rates of L1. However decision as to split the work (or not) shall be at the sole discretion of the Bank.

2.0 EMD & SECURITY DEPOSIT

2.1 An EMD of Rs 9,000/- (Rs. Nine thousand only) shall be submitted with the offer. This EMD shall carry no interest and shall be retained by the bank. EMDs of bidders other than L1 will be returned (if not agreeing to L1 rates) after finalization of the contract.

2.2 The EMD may be forfeited:

- (a) if a Bidder
 - (i) withdraws its tender during the period of tender validity; or
 - (ii) does not accept the correction of arithmetic errors
- (b) in case of a successful Bidder, if the Bidder fails to sign the Contract

2.3 EMD of the vendor who enters into contract with the Bank will be retained as security deposit till the end of the contract. No interest is payable on the security deposit.

2.4 The Security Deposit, either in whole or in part thereof, shall be forfeited in the event of the Agency's failure to observe any terms of this tender document or subsequent agreement / or noncompliance with the conditions of the contract or refusal to do the work after issuance of work order.

3.0 TERMS OF EXECUTION OF WORK, PERIOD OF VALIDITY AND RENEWAL OF CONTRACT

3.1 If at any point of time, vendor is found to be rendering inferior services not confirming the prescribed Technical specification and unsatisfactory services in terms of the provisions of the tender, Bank shall initiate steps for blacklisting of firm with information to all PSU Banks /RBI / IBA.

3.2 The rate contract shall be for a period of three years which will be reviewed yearly based on the performance and it will be at the sole discretion of the Bank, unless terminated by the Bank at its own convenience by giving a prior notice of 30 days in writing to the firms without assigning any reason(s) and without any cost(s) or compensation therefore

3.3 The Contract may be renewed further for not more than a year at a time with mutual consent of both parties under same terms & conditions and rates.

4.0 FALL CLAUSE

4.1 At any point of time if it is observed that the vendor is providing same services of supply, installation and maintenance of fire extinguishers to other Regions/Zones of the Bank at a lower rates than offered to Central Bank of India, Regional Office, Hyderabad, then the vendor shall have to compensate the Central Bank of India by paying the difference amount and downward revise the rate of respective services with immediate effect.

5.0 SUBMISSION AND WITHDRAWAL OF TENDER DOCUMENTS

5.1 The tender shall be processed in two bid system. First “Technical bid” and the second “Financial bid”. The Technical Bid and Financial bid should be **sealed in separate envelopes** and the envelopes should be super-scribed with “Technical Bid for Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region, Central Bank of India” and “Financial Bid for Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region, Central Bank of India” respectively. Both the envelopes must be kept and sealed in a third envelop super-scribed as “Tender for Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region, Central Bank of India”. If Financial Bid is not submitted in separate sealed envelope the Tender will be rejected. EMD and cost of tender document should be submitted in Technical Bid Envelope. Any tender not accompanied with the EMD and cost of tender document shall be rejected. Cost of the tender is not returnable.

5.2 Tenders may be withdrawn before the time and date of opening of Technical Bids without any charges.

6.0 TECHNICAL BID

6.1 The Technical Bid envelope should contain following:-

- a) Earnest Money Deposit as DD in favour of Central Bank of India payable at Hyderabad
- b) Cost of the Tender document as DD in favour of Central Bank of India payable at Hyderabad
- b) Technical eligibility in prescribed format with all supporting documents (numbered as per serial number against which they are submitted) mentioned against each serial number (Annexure-I).
- c) Offer Letter in vendor's letter head (Annexure-II).
- d) Bidders Information (Annexure-III)

7.0 FINANCIAL BID

7.1 Financial bid envelope should contain only Annexure V. Financial bid has to be submitted by the bidder duly signed and stamped strictly as per the format in Annexure V.

8.0 VALIDITY PERIOD OF THE OFFER

8.1 The offer should remain valid for 90 days from the date of opening of Technical Bid.

9.0 OPENING OF BIDS

9.1 Financial Bids of only the bidders who qualified in Technical Bid will be opened.

9.2 Bank reserves the right to reject a tender under any of the following circumstances:-

- (i) If EMD and cost of the tender document as specified is not provided.
- (ii) If Tender Documents are incomplete and /or not accompanied by all supporting documents.
- (iii) If any of the terms and conditions and mandatory declarations are not accepted.
- (iv) If the bidder have been blacklisted from any bank/financial institutions/RBI.

10.0 NO COMMITMENT TO ACCEPT ANY TENDER

10.1 The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers at any stage without assigning any reasons whatsoever.

11.0 PAYMENT TERMS

11.1 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services

performed, and by documents, submitted pursuant to the delivery clause, and upon fulfillment of other obligations stipulated in the contract. Detailed payment terms are elaborated in SCC.

12.0 STANDARDS

12.1 The Goods supplied under this Contract shall conform to the standards mentioned in the SCC and when no applicable standard is mentioned; to the authoritative standard appropriate to the Goods' country of origin and such standards shall be the latest issued by the concerned institution. In India, the official standard shall be as prescribed by the Bureau of Indian Standards.

13.0 WARRANTY

13.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models. The Supplier further warrants that all Goods supplied under the Contract shall have no defect arising from design, materials or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the usage conditions prevailing in India. This warranty shall remain valid for **12 months** after the Goods or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract.

14.0 CHANGE ORDER

14.1 The Purchaser may at any time, by written order given to the Supplier, make changes within the general scope of the Contract in any one or more of the following: (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser; (b) the method of shipping or packing; (c) the place of delivery; and/or (d) the Services to be provided by the Supplier.

14.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Purchaser's change order.

15.0 AGREEMENT

15.1 The service provider shall be required to enter into an agreement with bank, based on terms and conditions mentioned in the tender document within 15 days of issuance of acceptance order of tender.

16.0 TERMINATION FOR INSOLVENCY

16.1 The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination

will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

17.0. FORCE MAJEURE

17.1 Notwithstanding the provisions of Clauses on Delays, Liquidated Damages and Termination for Default, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

17.2 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

18.0 TERMINATION FOR CONVENIENCE

18.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

19.0 LAW, JURISDICTION AND DISPUTE RESOLUTION

19.1 The provisions of this Agreement shall be governed by and, construed in accordance with the Indian law and the courts in Hyderabad (Regional Headquarter) shall have the exclusive jurisdiction to deal with any issue arising out of this Agreement.

20.0 ARBITRATION

20.1 Bank and the successful bidder shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after 30 days from the commencement of such informal negotiations, Bank and the successful bidder have been unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration.

20.2 The dispute, controversy or claims arising out of or in connection with the Agreement shall be referred to sole arbitrator to be appointed by bank. Bank shall suggest two names of the arbitrators, out of which the vendor can select one.

20.3 The place of arbitration shall be at Hyderabad (Regional Headquarter)

20.4 The arbitral procedure shall be conducted in the English language and any award or awards shall be rendered in English. The procedural law of the arbitration shall be the Indian law.

20.5 The award of the arbitrator shall be final and conclusive and binding upon the parties, and the parties shall be entitled (but not obliged) to enter judgment thereon in any one or more of the highest courts having jurisdiction. The parties further agree that such enforcement shall be subject to the provisions of the Indian Arbitration and Conciliation Act, 1996 and neither Party shall seek to resist the enforcement of any award in India on the basis that award is not subject to such provisions.

20.6 The rights and obligations of the parties under or pursuant to this Clause, including the arbitration agreement in this clause, shall be under the exclusive jurisdiction of the courts located at Hyderabad (Regional Headquarter).

21.0 AUDIT

21.1 Regional Office, Central Bank of India reserves the right to conduct an audit / ongoing audit of the services provided by the successful bidder.

22.0 VICARIOUS LIABILITY

22.1 The Vendor shall be the principal employer of the employees, agents, contractors, subcontractors, etc., if any, engaged by the vendor and shall be vicariously liable for all the acts, deeds, matters or things, whether the same is within the scope of power or outside the scope of power, vested under the contract. No right of any employment in the Bank shall accrue or arise, by virtue of engagement of employees, agents, contractors, subcontractors etc., by the vendor for any assignment under the contract.

All remuneration, claims, wages dues etc., of such employees, agents, contractors, subcontractors etc. of the Vendor shall be paid by the Vendor alone and the Bank shall not have any direct or indirect liability or obligation, to pay any charges, claims or wages of any of the Vendor's employees, agents, contractors, subcontractors etc. The Vendor shall agree to hold the Bank, its successors, assigns and administrators fully indemnified, and harmless against loss or liability, claims, actions or proceedings, if any, whatsoever nature that may arise or caused to the Bank through the action of Vendor's employees, agents, contractors, subcontractors, etc.

24.0 PENALTY CLAUSE

24.1 Delay in providing supply/installation/maintenance of fire extinguishers will attract penalty of Rs.450 per day of delay and in a quarter, up to a maximum amount equivalent to the security deposit. In case of further delay, the decision to further continue/ discontinue the contract with the service provider lies fully with the Bank.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is conflict, the provisions herein shall prevail over those in GCC.

1. The vendor has to supply & install new fire extinguishers as required and do maintenance of existing as well as newly installed extinguishers at the Branches and Offices of the Bank under Regional Office, Hyderabad. All existing fire extinguishers installed in our branches and offices, irrespective of their make, model and type will have to be maintained by the vendor.
2. New extinguishers should comply with IS 15683:2006 and its amendments up to date.
3. The schedule of refilling is as below; Bank reserves the right to revise this schedule as per latest policies of the Bank or guidelines of IBA:

Water CO ₂	Once in 2 years
Dry Chemical Powder (DCP)/ABC Type	Once in 3 years
Carbon Dioxide (CO ₂)	Once in 5 years (To be weighed every 2 Years and if the weight of gas is reduced by 10%, extinguisher should be examined and gas refilled)
Automatic Modular Type	Once in 5 years

4. Every extinguisher available in the Branches/Offices that is older than 10 years should be:
 - a) Replaced with new extinguisher and old extinguisher to be taken back by the vendor under buy back.
 - or
 - b) Provided with a certificate of fitness to be continued in service.
5. Every extinguisher installed in the Branches and Offices shall be hydraulically pressure tested as per the schedule given below. There shall not be any leakage or visible distortion. Extinguisher which fails in these requirements shall be replaced.

Type of Extinguisher	Test Interval	Test Pressure	Pressure maintained for
Water CO ₂	3 Year	35kg/cm ²	2 minute and 30 seconds
DCP/ABC	3 Year	35kg/cm ²	
CO ₂	5 Year	250kg/cm ²	

6. The carbon dioxide type fire extinguishers shall be pressure tested every time the cylinders are sent for recharging (after periodic discharge test or otherwise) to the pressure specified in the relevant Indian Standard specification.

7. The vendor has to supply and install/re-install existing fire extinguishers in Branches and Offices if deficient based on following rules:-

a. For every 1000 sq. ft. of space or part thereof following portable fire extinguishers will be provided:-

i) Water CO₂- 9 liters - 1

ii) ABC/DCP- 6 Kg/5 kg - 1

iii) CO₂- 4.5 Kg - 1

b. In addition to above One Automatic- Stored Pressure- Modular DCP-5 Kg extinguisher should be installed/maintained in Server Room of Branch/Office. If the Branch/Office has a room/store where diesel is kept one or more Automatic- Stored Pressure- Modular DCP-5 Kg extinguisher should be installed/maintained as per size of the room/store.

c. The extinguishers should be installed such that it is easily accessible, should not be exposed to direct sunlight, and should be mounted on wall brackets at a height of about 1000 mm above floor level.

d. Fire extinguisher should be placed as near as possible to exits or staircase without hindering the escape route. Extinguishers should be sited in such a way that the user may not have to travel more than 15 meter from the site of the fire to reach the extinguisher. These should be placed at similar position on each floor area.

e. The extinguisher should be placed either in a trolley (only trolley type) or mounted on wall firmly.

f. To deal with special fire hazards if any, provision of special/additional fire extinguishers will be made upon the recommendations of the Security Officer. Also, for high rise buildings, provisioning of extinguishers will be based on directives in NBC-2016.

8. Vendor has to buy back all damaged/ defective/ soda ash type/ obsolete types of extinguishers present in the premises and remove it from the premises immediately.

9. The vendor will impart training cum demo to the Bank staff during their scheduled service visit and a mention of the same is to be made in the visit report submitted with invoices for payment.

10. The format of service report has to be submitted to the Security Department, Regional Office for approval before entering into contract agreement. It should contain details like type and number of extinguishers serviced/newly installed/taken to factory floor for testing or refilling, next due date for servicing, defects identified & rectified etc. and details of training cum demo conducted including signature of Bank's staff that attended training, Branch Manager's/Office In-Charge's comments and signature etc. It should also contain full details of cost of the maintenance, supply and installation incurred, quarterly invoice will be tallied

against this cost details. The report should preferably be printer generated and if hand written it should be in all capital letters only. A combined report of tasks undertaken in the quarter should be submitted in soft copy as well as in hard copy to Regional Office along with the invoices for payment.

11. The service representative visiting branches should be proficient in the operation and maintenance of fire extinguishers; they should be capable of conducting training cum demo to the staff in Telugu & English and should carry adequate spare parts & tools. After annual service call/supply, each extinguisher should be clearly labeled with Date of servicing/Testing/Installation, Next due date, Year of manufacture of the extinguisher, "How to Use" instructions if not labeled by manufacturer, warranty period in case of new extinguishers supplied and contact details of vendor. If the extinguisher is more than 10 years old and retained for use, a fitness certificate should also be labeled by the vendor.

12. Any service call for defect rectification/refilling/supply/installation should be attended within 48 hours. In case of emergency, where the services of the vendor is required to avert loss to human life or Bank's property, the vendor should ensure that the service representative reaches the required Branch/Office at the shortest possible time and carryout necessary repair/maintenance. Penalty clause in the general conditions of the contract is to be read in conjunction with this condition of the contract.

13. One service cum training visit per annum is compulsory, additional visits if required for maintenance/supply/installation as required by Branch Manager/Office In-Charge is part of AMC and is not chargeable separately. The vendor should inform the Bank Manager/Office In-Charge of upcoming service visit one day in advance. Routine service visits shall be avoided in the last three working days of the month.

14. The vendor should maintain updated database of extinguishers in Branches & Offices and undertake maintenance activities as and when they fall due. The maintenance should be done within -7/+3 days of the due date. Thus, it is the responsibility of the vendor that no maintenance activity is overdue by more than 3 days.

15. The list of Branches and Offices given in Appendix VI is indicative only and is not exhaustive. The contract will cover all existing and future premises of the Bank under Hyderabad Regional Office at the discretion of the Bank. Currently, ATM premises are not part of this contract, but Bank reserves the right to include ATM premises in the contract as and when necessity arises. On mutual consent between the Bank and the vendor, the contract can be extended to other Regions/Zones of the Bank on same rates and Terms & Conditions.

16. The terms of payment are as under:-

- (i) No advance payment against work order.
- (ii) Payment will be made once in a quarter from Regional Office, Hyderabad. The vendor should submit Invoice along with individual Branch/Office Service

Reports and Collated Data Sheets for the previous quarter by 15th of the following month to the Regional Office for payment.

TECHNICAL ELIGIBILITY CRITERIA

The mandatory requirements from bidders are as follows:

SI No.	Eligibility Criteria	Documents Required
1.	The bidder should have an office in the state of Telangana.	Any one Proof of Address like Registration Certificate, Electricity Bill, Telephone Bill etc.
2.	The bidder should have minimum 5 years of experience in the field of maintenance of Fire Extinguishers.	Relevant order copies
3.	The bidder must have an average annual turnover of at least Rs. 10 lakhs during any three of last five years.	Audited balance sheets of minimum 3 years, not older than 5 years
4.	The bidder must have at least one running contract for maintenance of Fire Extinguishers with any Scheduled Commercial Bank (SCB) / Regional Rural Bank (RRB) / Cooperative Bank/ Domestic Systemically Important Banks(D-SIB; namely SBI, ICICI Bank & HDFC Bank).	Relevant Work Order
5.	The bidder must have / have had successful contract for maintenance of fire extinguishers in SCBs/RRBs / Cooperative Banks/ D-SIB as mentioned below during last three years: a) at least 3 similar contracts with SCBs / RRBs / Cooperative Banks / D-SIB with minimum of 50 Branches in each contract and of the three, at least one contract must be within the state of Telangana. OR b) at least 1 similar contract with SCBs / RRBs / Cooperative Banks/ D-SIB with minimum of 100 Branches in the contract of which at least 50 Branches must be in the state of Telangana.	Relevant Work Order and at least one Letter / Certificate of satisfactory service from the Bank that awarded the work order.
6.	The company/ firm/bidder should have valid GST No., and should be registered under all applicable statutory legislations of the land such as Acts relating to Income Tax, Contract Labour, EPF,	Registration Certificates as applicable

	ESI etc. as applicable.	
7.	The firm/vendor should be either the Original Equipment Manufacturer (OEM) or an authorized dealer of an OEM of fire extinguishers for last three years having the authority to supply and refill the fire extinguishers complying with relevant related BIS standards.	Relevant certificates/letters from OEM (dealer) or MoA / self-declaration with production facility registration certificates(OEM). and documentary evidence of conformity of the fire extinguishers to be supplied to Indian Standards as specified

All supporting documents should be numbered as per the serial number above against which they are submitted

(To be typed on the Service providers letter head)

OFFER LETTER

Letter No.

Date:

To,

**The Regional Manager
Central Bank of India
Regional Office
Hyderabad, Telangana- 500 001.**

Ref: Tender Notice No: RO/HYDE/SECY/09.08.2021 of Central Bank of India

Dear Madam/Sir,

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender forms, we hereby enclose our offer for contract for supply, installation and maintenance of fire extinguishers at branches and offices of Hyderabad Region as mentioned in your above referred tender notice.

I/We am/are aware that in the event of getting a contract, I/We agree to honor the obligation with due diligence and efficiency as required by the Central Bank of India.

We confirm that we have not been disqualified / blacklisted by any Govt. Deptt. / RBI / Bank/ Financial Services or any other organization for supply and maintenance of fire extinguishers. We also agree that in case any poor performance report is received from any of our clients our Bid will be rejected / disqualified.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the tender form. We also confirm that the offer shall remain valid for 90 days from the date of opening of Technical bid. We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

We certify that (Name of Agency) is not owned or controlled by any Director or serving Officer/Employees of Central Bank of India or their relatives having the same meaning as assigned under section 6 of the Companies Act, 1956

.

I/We agree to all the terms and conditions of the Tender Documents.

Yours faithfully,

Authorised Signatories
(Name & Designation, seal of the firm)

E-Mail address.

Contact No.

BIDDER'S INFORMATION

1. Name of Company
2. Office Address with Telephone & Fax Nos.
3. Year of Establishment
4. No. of years in business of supply, installation and maintenance of fire extinguishers
5. Status of the service provider (Whether Pvt. Ltd. Company / Public Ltd. Company / Partnership service provider / Proprietorship service provider)
6. Name of Directors / Partners / Proprietor

Authorised Signatory

(Name & Designation, seal of the service provider)

Date:-

Place:-

DRAFT ARTICLES OF AGREEMENT

(Bank reserves the right to further modify/revise/change the content of the agreement)

ARTICLES OF AGREEMENT made on the day of..... Between **Central Bank of India**, a body Corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970, having its Head Office at Chandermukhi, Nariman Point, Mumbai having **Regional Office at Bank Street, Koti, Hyderabad-500 001** (hereinafter called "the Bank") of the one part and (Hereinafter called "the Contractor") of the other part.

WHEREAS the Bank is desirous of taking up the 'Supply, Installation and Maintenance of Fire Extinguishers at Branches and Offices of Hyderabad Region'

WHEREAS the Bank had floated the Tender No: RO/HYDE/SECY/30.07.2021 inviting sealed tenders from eligible bidders for the Supply, Installation and Maintenance of Fire Extinguishers at the Branches and Offices of Hyderabad Region.

WHEREAS in response to the aforesaid Notice Inviting Tender, Bank had inter alia received sealed quotation No. _____ dated _____ from the Contractor. After scrutiny, evaluation and comparison of the offers received by the Bank and based upon the offer dated _____ of the service provider submitted, the Bank has accepted the offer and issued Sanction Letter No. _____ Dated _____ .

AND WHEREAS the Contractor has agreed to execute, subject to the conditions set forth herein and in the correspondence attached hereto and to the Conditions set forth in the Special Conditions of the Contract and General Conditions of the Contract (all of which are collectively herein after referred to as "the said Conditions") the works described in the said Specifications and included in the said Financial Bid Form at the respective rates therein set forth amounting to the sum as therein arrived or such other sum as shall become payable there under (herein after referred to as "the said Contract Amount").

NOW IT IS HEREBY AGREED AS FOLLOWS:-

1. In consideration herein mentioned the Contractor will, subject to the conditions annexed, carry out the work shown in the Contract.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the same manner specified in the said Conditions.
3. The said conditions and Annexure thereto and the correspondence attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by, submit themselves to the said conditions and the correspondence and perform the agreements on their part respectively in the said Conditions and the correspondence contained.

4. The plan, agreement and documents mentioned herein shall form the basis of this contract.
5. The Bank reserves to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract.
6. Time shall be considered as the essence of this Contract and the Contractor is required to conduct maintenance activities, Supply and Installation as per the schedule mentioned in Special Conditions of the Contract.
7. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
8. This agreement shall/ be deemed to have come into effect from w.e.f

For the Bank

For Central Bank of India
For & on behalf of Regional Office,

For the Contractor

For & on behalf of

Name :

Designation :

Date :

Name :

Designation :

Date :

FINANCIAL BID FOR SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE EXTINGUISHERS AT BRANCHES AND OFFICES OF HYDERABAD REGION

- i) All quoted rates should be exclusive of GST. GST is payable additionally as per prevailing rules during payment.
- ii) The net amount quoted (Net Amount Quoted = Cost of Supply and installation of new fire extinguishers + Cost of Refilling + Cost of Pressure testing + Cost of Annual Maintenance and Training – (minus) Buyback Cost of Old Fire extinguishers) will be considered for determining & evaluation of Price / Financial bid.
- iii) Rates of spares at SI No. 6 below will not be considered for deciding Lowest Bidder.
- iv) Rates of spares as quoted by the bidder will be further rationalized by the Bank in consultation with the bidder keeping in view the quotes for the same received from other bidders and the rationalized rates will be acceptable to the bidder.
- v) Bidder has to quote for all items below, if the rate for any item is left blank, it will be taken as zero and assumed that the rate for that item has been subsumed in the other items by the bidder.

1. Supply & Installation (with comprehensive warranty for 1 year from date of installation)

SI No.	Type	Rate per unit (Rs.)
a	Water CO ₂ , Stored Pressure, 9 Liter, complete with bracket for wall fixing	
b	ABC, Stored Pressure, 6kg/5kg, complete with bracket for wall fixing	
c	CO ₂ , wheel opening, 4.5kg, complete with bracket for wall fixing	
d	CO ₂ , wheel opening, 6.5kg, complete with wheeled trolley	
e	ABC, Automatic-Modular, Stored Pressure, 5 kg complete with bracket for wall/ceiling fixing	
	Total	

2. Refilling (including labour, material and transportation as applicable)

SI No.	Type	Rate per unit (Rs.)
a	Water CO ₂ , 9 Liter	
b	ABC/DCP, up to 6kg	

c	CO ₂ , up to 4.5kg	
d	CO ₂ , 4.6 to 6.5kg	
e	ABC/DCP, Automatic-Modular, up to 5 kg	
	Total	

3. Pressure Testing (including labour, material and transportation as applicable)

Sl No.	Type	Rate per unit (Rs.)
a	Water CO ₂ , 9 Litre	
b	ABC/DCP, up to 6kg	
c	CO ₂ , up to 4.5kg	
d	CO ₂ , 4.6 to 6.5kg	
e	ABC/DCP, Automatic-Modular, up to 5 kg	
	Total	

4. Annual Maintenance and Training

Sl No.	Job Description	Rate per annum (Rs.)
a	One mandatory maintenance service & training cum demonstration visit per annum is mandatory. Additional visits if required for maintenance / supply / installation as required by Branch Manager/Office In-Charge are not chargeable separately. All extinguishers to be cleaned and all working parts to be checked for correctness and any defects to be rectified, any missing parts to be replaced, so as to ensure the extinguishers are always in working condition. All extinguishers to be labeled as specified. Installation/re-installation as necessary of existing extinguishers on wall using brackets is part of the service visit. Service visit & Training report has to be submitted in approved format. Under this annual maintenance and training rate, the vendor has to supply free of cost all spare parts apart from that mentioned in the rate list at Sl No. 6 below and all maintenance activities apart from that mentioned in rate list at Sl. No. 2 & 3 above.	

5. Buy back of Old/Unfit/Obsolete types Extinguishers

Sl No.	Type	Buy back rate per unit (Rs.)
a	Water CO ₂ , up to 9 Liter	
b	ABC/DCP, 4.1 to 6kg	
c	ABC/DCP, 2.1 to 4kg	
d	ABC/DCP, up to 2kg	
e	CO ₂ , 4.6 to 6.5kg	

f	CO ₂ , 2.1 to 4.5kg	
g	CO ₂ , up to 2kg	
h	ABC/DCP, Automatic-Modular, up to 5 kg	
	Total	

Above include the stand, trolley and bracket associated with each extinguisher where available in 'as is, where is' condition

6. Spares (applicable for SI No. 4 above)

SI No.	Description of spare/Type of extinguisher	Rate per unit (Rs.)
a	Wall Fixing Bracket CO ₂ /ABC/DCP/Water CO ₂	
b	Wall/ceiling Fixing Bracket- Modular-Automatic	
c	Pressure Gauge for all stored pressure types	
d	Washer for all type	
e	Union for all type	
f	CO ₂ cartridge, 60gm	
g	CO ₂ cartridge, 120gm	
h	Safety clip/pin	
i	Hose and Horn, all types	
j	Bend and Horn, CO ₂	
k	Handle, all type	
l	Valve, CO ₂	

Net Amount Quoted

Cost of Supply and installation of new fire extinguishers(1)		Cost of Refilling(2)		Cost of Pressure testing(3)		Cost of Annual Maintenance and Training(4)		Buyback Cost of Old Fire extinguishers (5)		Net Amount Quoted
	+		+		+		-		=	Rs.

Authorized Signatory

(Name & Designation, seal of the service provider)

Date:-

Place:-

Indicative list of Branches and Offices

Sl.No.	BRANCH
1	A.S.RAO NAGAR
2	ALIABAD
3	ATTAPUR
4	BALA NAGAR
5	BANJARA HILLS
6	BATASINGARAM
7	BEGUM BAZAR
8	BEGUMPET
9	BOLARAM
10	CHARMINAR
11	EAST MARREDPALLY
12	FATEH MAIDAN
13	GACHIBOWLI
14	GADDIANNARAM
15	GOLCONDA FORT
16	GUDIMALKAPURAM
17	HIMAYATNAGAR
18	ITKYAL
19	JUBILEE HILLS
20	KALYAN NAGAR
21	KHAIRATABAD
22	KOMPALLY
23	KUKATPALLY
24	MAHABOOB NAGAR
25	MALKAJGIRI
26	MALLAPUR
27	MIYAPUR
28	MOHAN NAGAR
29	MONDA
30	MUDUCHINTALAPALLY
31	MUSHIRABAD
32	NAARM
33	NAMPALLY
34	NOORKHAN BAZAR
35	PATANCHERU
36	RAMACHANDRAPURAM
37	RANIGANJ

38	REIN BAZAR
39	SANGAREDDY
40	SECUNDERABAD
41	SEETHAPHALMANDI
42	SHAMSHABAD
43	SHIVAM ROAD
44	SPECIALIZED NRI BRANCH
45	SUNDAR NAGAR
46	TRIMULGHERRY
47	TULASI NAGAR COLONY
48	UNDIAL
49	UPPAL
50	VANASTHALIPURAM
51	VARIDYAL
52	VIKARABAD
53	VINAYNAGAR BRANCH
54	ZAHEERABAD

Sl.No.	BRANCHES/OFFICES AT BANK STREET, KOTI
1	HYDERABAD BRANCH
2	CORPORATE FINANCE BRANCH
3	SERVICES SUPPORT BRANCH
4	CURRENCY CHEST
5	CENTRE FOR LEARNING AND DEVELOPMENT
6	ZONAL AUDIT OFFICE
7	REGIONAL OFFICE