

**TENDER FOR SUPPLY AND INSTALLATION OF FIRE EXTINGUISHERS
IN UGB BRANCHES AND OFFICES**

Tender No	UGB / FIRE EXTIN / 001 / Dt. 10.11.2017
Department	Accounts & Compliance Department
Scope of work	Process for empanelment of technically qualified Vendors (reputed Original Equipment Manufacturers (OEM) / Subsidiary of OEM / Authorised Dealers) and finalization of Pricing by selection of L-1 vendor for Supply , installation and maintenance of Fire Extinguisher (as per Annexure – I) at various Branches and offices of the Bank located within the geographical area covered under the Area of Operation of Utkal Grameen Bank in the following 17 districts i.e. Sundargarh, Jharsuguda, Sambalpur, Deogarh, Bargarh, Boudh, Sonepur, Kandhamal, Rayagada, Bolangir, Nuapada, Kalahandi, Nabarangpur, Jeypore , Malkangiri, Ganjam & Gajapati in the State of Odisha as per detailed specification attached.
Mode of tender submission	Off line , By registered/Speed Post so as to reach us within the stipulated date and time or it can be dropped in the tender box kept inside the Accounts and compliance department at Head Office.
Consortium	NOT ALLOWED
Purchase Location:	Any where in the area of operation of Utkal Grameen Bank
Distribution of P.O.	No
Work flow	Not applicable
Key Dates:	
Document Download Start from	12.11.2017
Pre- bid meeting	21.11.2016 at 11.30 AM
Last Date & Time of Submission of Technical Bid	29.11.2017 up to 02:00 PM
Date & Time of Opening of Technical Bid	29.11.2017 at 03:00 PM
Date & Time of Financial Bid Opening	The date & time will be intimated to the vendors qualified in the Technical Bid which will be made on line by reverse auction
Bid Validity Period (Days)	Minimum One Year from the date of Reverse Auction.
Documents to be submitted physically	The application for technical bid along with all enclosures, document fees of Rs.1000/- and EMD of Rs.50,000/- are to be submitted By registered/Speed Post so as to reach us within the stipulated date and time or it can be dropped in the tender box kept inside the Accounts and compliance department at Head office .In case any application is received after stipulated date and time, the vendor will not be permitted to participate in the tender.

Tender Activity Configuration

Mode of prebid-meeting	Offline - Physical onsite
Mode of Document Fees Payment	offline
Mode of EMD payment	offline
Mode of Security Fees Payment	offline

Payment Details

Document Fees	Rs. 1000/- (Rupees one thousand only) Non-refundable
EMD Amount	Rs. 50,000/- (Rupees fifty thousand only)
Document Fees and EMD payable to & at	In shape of Bank Draft drawn on any Nationalised Bank, favouring "Utkal Grameen Bank, Head Office, Bolangir" payable at Bolangir
Estimated Cost	Rs. 38.31 lacs (approximately)

Details

Eligibility Criteria	<ol style="list-style-type: none">1. The firm/agency/vendors taking part in the tender must be financially sound having wide experience of supplying, installation and maintenance Fire Extinguishers to Banks / Govt. Depts / Public Sector Undertakings in the state of Odisha. Relevant documents are to be furnished with in the technical bid.2. The vendor taking part in the tender must have its office and service setup in the State of Odisha.3. The details address along with the name(s) of the contact person(s) are to be mentioned in the technical documents for Bank's information.4. Vendor should be able to provide on-site after sales service support during the warranty period and thereafter in all the branches / offices located in different parts of the area of operations of the Bank within 24 hrs in District Head Quarters and within 48 hours in places other than District Head Quarters.5. The Bank has the right not to consider the offer submitted by any vendor for any centre where the existing or proposed service setup by vendors is not satisfactory.6. The firm must have an Annual turn-over of Rs. 50 lakhs or more during the any of the last 3 (three) financial years. Relevant documents are to be furnished with in the technical bid.
General Terms & Conditions	<ol style="list-style-type: none">1. The Firm/Agency/Vendors must be financially sound having wide experience of supplying, installation and maintenance of fire extinguishers to Banks / Govt. Depts / Public Sector Undertakings in the state of Odisha.2. The bidder has to clearly mention the manufacturer name, model no. and make of the items to be supplied.3. The bidder has to submit documentary evidence to support that the item, they have quoted, has all the necessary certifications and an undertaking to be furnished in this regard.4. Technical bids submitted without the above 3 requirements will summarily be rejected.5. The vendor should have GST registration and should have arrangement for delivering the materials in Odisha and also arrangement for providing maintenance service in Odisha. A copy of the certificate in this regard should be enclosed with the technical bid.6. Not more than one tender for single work shall be submitted by a vendor.7. Conditional Tender shall not be accepted.8. A single price, inclusive of GST, freight, transit insurance, loading-unloading, etc. should be quoted against each item.9. Increase in the taxes, if any, subsequent to the submission of the quotations, is to be borne by the vendor. However, any decrease in taxes should be passed on to us.10. . Declaration should be given that the prices contain all types of mandatory/obligatory taxes/duties in force. Any liability arising out of non-payment of any taxes or duties will be yours.

	<p>11. (a) For Fire Extinguishers: The quoted prices should include 1 year's warranty. The period of warranty shall be 12 months from the date of installation. Free replacement of all defective components is to be provided during the warranty period.</p> <p>12. The delivery and installation period is 4 weeks from the date of purchase order. Non-delivery or partial delivery of the ordered items beyond the stipulated time period mentioned above will attract penalty as deemed fit by the appropriate authorities of Bank's Head Office.</p> <p>13. In case of non-delivery of the items within 4 - 6 weeks from the date of purchase order, Utkal Grameen Bank reserves the right to cancel the purchase order or to impose penalty @0.1% per day of the total order value for the delayed period, subject to a maximum limit of 5% of the order value.</p> <p>14. Utkal Grameen Bank, Head Office, Bolangir reserves the right to accept lowest responsive offer based on evaluation of package or reject any or all tenders without assigning any reason.</p> <p>15. This Tender notice shall form a part of contract document.</p> <p>16. The vendors are advised to read carefully the "Instructions" and "Eligibility Criteria" contained in the tender documents.</p> <p>17. In case of any doubt or clarification, you can contact over mobile no.9438493015 or send mail to ugbaccts@gmail.com</p> <p>18. Vendors can avail the benefit of training in participation in online tenders on any day in the office of M/s e-Procurement Technologies Pvt. Ltd. at the address mentioned below.</p>
<p>Payment Terms</p>	<p>Payment of 90% of the order value will be paid on delivery & installation. Remaining 10% will be retained for one year after installation and can be released on production of a BG for equivalent amount from a Scheduled Commercial Bank valid for 12 months.</p>

Technical Specifications of items to be procured for Branches/Offices

Sl No.	PARTICULARS OF ITEM	TECHNICAL SPECIFICATIONS
	Portable Fire Extinguisher - Carbon Dioxide type Capacity 4.5 KG of reputed make	ISI Mark IS no.15683 Cylinder Seamless IS: 7285 With all standard features

DOCUMENTS FOR TECHNICAL BID

TENDER NO. : UGB / FIRE EXTIN /01 / 2017-18 Dt. 10.11.2017

**DESCRIPTION OF THE TENDER : TENDER FOR SUPPLY AND INSTALLATION OF
FIRE EXTINGUISHERS IN UGB BRANCHES AND OFFICES**

Technical Bid – PART – I

SI No.	PARTICULARS	
1	NAME OF THE BIDDER	
2	REGISTERED ADDRESS OF THE BIDDER	
3	ADDRESS FOR COMMUNICATION	
4	TYPE OF CONSTITUTION OF THE BIDDER (LIMITED COMPANY / PVT. LIMITED COMPANY / PARTNERSHIP FIRM / PROPRIETORSHIP FIRM) (Supporting Documents to be enclosed)	
5.	DATE OF INCORPORATION (Supporting Documents to be enclosed)	
6.	GST REGISTRATION NO. (VAT clearance Certificate for last financial year to be enclosed)	
7.	Income Tax PAN no. (copy of PAN Card to be enclosed)	
8.	Annual Turnover During 2014-15 (copy of Balance Sheet to be enclosed)	
9.	Annual Turnover During 2015-16 (copy of Balance Sheet to be enclosed)	
10.	Annual Turnover During 2016-17 (copy of Balance Sheet to be enclosed)	
11.	Contact person (s) with cell no.	

Signature with seal

Technical Bid – PART - II

SI No.	PARTICULARS	BIDDERS RESPONSE
1	NAME OF THE BIDDER	
2	REGISTERED ADDRESS OF THE BIDDER IN THE STATE OF ODISHA	
3	Address of SERVICE CENTERS in the State of Odisha, with names and telephone numbers of Contact Persons.	
4	Details of experience of the Bidder in supply, installation, repair and maintenance of Fire Extinguishers.	
5.	Whether the bidder has supplied Fire Extinguishers to any Bank / Public Sector / Govt . Agencies in the State of Odisha in the past. (give details and enclose supporting documents)	
6.	Size of the largest order / contract handled by the bidder during last 3 years. (copy of order / contract may be enclosed)	
7.	Whether the bidder is agreeable to provide after-sale, onsite repair & maintenance service for Fire Extinguishers at all the Branches / Offices of UGB / in the area of operation of the Bank.	Yes / No
8.	Whether the bidder is agreeable to deploy qualified / skilled service personnel / engineers at centres in the area of operation of the Bank. If yes, give details of the centres.	Yes / No

Signature with seal

Acceptance / Compliance of Technical Specifications of items to be supplied :

Sl No.	PARTICULARS OF ITEM	TECHNICAL SPECIFICATIONS	Make & Model No.	Accepted / Not Accepted
1	Fire Extinguisher - Carbon Dioxide type Capacity 4.5 KG ISI Mark IS no.15683			

Signature with seal

FINANCIAL BID FORMAT FOR FIRE EXTINGUISHER : Indicative price

SI.No.	Particulars / Item	Make / Model No.	Rate per unit	Quantity	Price Inclusive of GST
1	Carbon Dioxide type Portable Fire Extinguisher - Capacity 4.5 KG IS: No.15683			1 nos.	
8	Installation Charges. (Consolidated one time charge for each branch)	xxxx		One time	
9	AMC Charges per annum (After Warranty period)	xxxx		2 yrs.	
Total Cost for the Branch : (For three years) .					

Signature with seal