



Saptagiri Grameena Bank
(Public Sector RRB : Sponsored by Indian Bank)

సప్తగిరి గ్రామీణ బ్యాంక్
(ప్రభుత్వ రంగ సంస్థ : ఇండియన్ బ్యాంక్ ద్వారా ప్రాధాన్యత)

सप्तगिरि ग्रामीण बैंक
(सार्वजनिक क्षेत्र आरआरबी : इंडियन बैंक द्वारा प्रायोजित)

INVITING SERVICE PROVIDER AS
ARCHITECT

FOR

PROPOSED CONSTRUCTION OF
ADMINISTRATIVE BUILDING FOR

Saptagiri Grameena Bank

AT

**HEAD OFFICE, Survey No 261/3, VELLORE ROAD,
CHITTOOR - 517 002 A.P**

DATE OF ISSUE: - 01.07.2022

TENDER SUBMISSION LAST DATE: - 15.07.2022 AT 3.00 P.M.

TENDER OPENING: 15.07.2022 AT 3.30 P.M
AT





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SAPTAGIRI GRAMEENA Bank

Head office, Chittoor

HEAD OFFICE: #19-565/11, 3RD FLOOR, Opp: Venkateswara Theatre

VELLORE ROAD, CHITTOOR - 517 002

Ph: 08572-233598

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Declaration (Blacklisted/Debarred)
Pre-Contract INTEGRITY PACT duly signed in stamp paper of Rs.200/-



GP



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Sl. No.	CHECK LIST
The envelope should contain following details:	
1.	Work order & Completion certificate on similar works executed as stated in the Pre-qualification criteria of point no. 2
2.	Latest CA certificate & Audited balance sheet on average annual financial turnover as stated in the Pre-qualification criteria of point no. 1
3.	No Tender fee
4.	Fee details for your services for construction of administrative building in 28561 sft i.e Stilt floor, Ground floor, First floor and Second floor.
5.	Pre-Contract INTEGRITY PACT duly signed in stamp paper of Rs.200/-



QA



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NOTICE INVITING TENDER FROM ARCHITECT FOR CONSTRUCTION OF ADMINISTRATIVE BUILDING & SUPERVISION etc.,

Saptagiri Grameena Bank, Head Office, Chittoor invites sealed (super scribed) tenders from eligible architects for construction of Administrative building, quality checking, BOQs, verification of bills under claims of bill payment and supervision of civil works at HEAD OFFICE site, Survey No 261/3, VELLORE ROAD, CHITTOOR - 517 002. A.P

Documents to submit tenders can be downloaded from bank's official website URL: <https://www.saptagirigrameenabank.in/tenders.php> tenders section.

1. Last Date and Time for submission of tenders: 15.07.2022 up to 03:00 PM
2. Date and Time of Opening of Tender: 15.07.2022. at 03.30 PM
3. In the event of the date/s mentioned above falls holiday, opening of bids will be the next working day at the same venue and time.
4. In order to provide reasonable time to the Prospective Bidders to take necessary action in preparing their Tenders / Bids as per the Addendums / Amendments, Bank may, at its discretion extend the deadline for the submission of Tenders / Bids and other allied time frames, which are linked with that deadline.
5. Firms registered Certificate is to be submitted for the same.
6. Please note that Bank will not be held responsible for any delay in submission of Tender.
7. Acceptance / Rejection of the Tender is entirely at the discretion of the bank.
8. Tenders received after the deadline for submission will not be considered.
9. Unsealed/incomplete tenders received are liable for rejection.
10. Any modification/corrigendum shall be uploaded on Bank's website only.

General Manager,
Saptagiri Grameena Bank
Head Office, Chittoor





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PRE-QUALIFICATION CRITERIA

1. The average number of works during last five financial years and quantum of works handled should not be less than:

No. of Works	Quantum of Works Handled
1	Rs.3.50 Crores
2	Rs.2.00 Crores
3	Rs.1.00 Crores.

2. The Architect should have successfully completed similar works during the last 5 years (i.e. prior to 31.03.2022) in Central/State Govt. departments. Public Sector Undertakings, Banks, reputed private sector, multinational companies & institutions in either of the following:

1. One work costing a minimum of Rs.3.50 crore and above
OR
2. Two works each costing a minimum Rs.2.00 crore and above
OR
3. Three works each costing a minimum Rs.1.00 crore and above

NOTE: Similar works means Civil works

Document proof to be submitted:

- (1) Copies of Work orders
- (2) Completion Certificates (self-attested) issued from the respective Organizations to be submitted related to the similar works executed during the relative period stated above
- (3) CA Certificate
- (4) Balance sheet with schedules for last 3 consecutive financial years.





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Conditions:

1. Bank has the discretion to increase/decrease the duration of days.
2. Any party or its associated company if had been in the holiday list / Black-listed by any Central / State Government agencies or any Central / State PSU company and such name appears in the list of the above mentioned central / state Government agencies or central / state PSU as on date is disqualified and would not be considered. A self-declared certificate to be submitted as per the pro-forma enclosed to the bid that the vendor is not black listed by above-mentioned Agencies.





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TERMS & CONDITIONS TO ARCHITECTS:

1. The Architect should be in the panel of Indian Bank Architects.
2. On their own interest they may visit the site & familiarize themselves with the site conditions before quoting.
3. No materials shall be provided by the Bank for the execution of the work.
4. Submission & processing of tenders.
 - i) The tender to be submitted within the stipulated time
 - ii) Complete tender documents duly signed by the Architect should be submitted in separate sealed covers by the due date. Rates/ fees shall be filled only in tender document
 - iii) Architects are advised not to deviate from the stipulated technical specifications, commercial terms & conditions like terms of payment, warranty, arbitration, escalation clause etc. In case if it is unavoidable, Architects are advised to list out the expected deviations in a separate sheet and enclose the same in envelope containing the bid.
 - iv) Scrutiny / evaluation of the bids will be done by the Bank in consultation with the Architect/consultant or any other agency as deemed necessary. In case it is found that the bid is not in line with the stipulated specifications, requirements and/or contains many deviations, the Bank reserves the right to reject the bid of such firm without assigning any reference to the Architect.
 - v) Necessary clarifications required by the Bank shall have to be furnished by the Architect within the stipulated time, failing which his bid may be rejected without making any further reference.
 - vi) Part II i.e. the bid of qualified Architect will be opened in the presence of General manager / their authorized representatives.

Head office: #19-565/11, 3rd Floor, Opp: Venkateswara Theatre, Vellore Road, CHITTOOR - 517002





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vii) Bank however reserves the right to accept/reject any tender or call for fresh tenders as the case may be without assigning any reason whatsoever.

viii) The Bank reserves the right to reject any or all proposals. Similarly, it reserves the right NOT to include any Architect in the final short-list, if found or otherwise proved to have furnished wrong details / documents, at any point of time.

ix) The tender shall be submitted for civil works of Saptagiri Grameena Bank, **HEAD**

OFFICE, Survey No 261/3, VELLORE ROAD, CHITTOOR - 517 002

The tender should be submitted on or before 15.07.2022 up to 3.00 PM, in the "Tender Box" kept at Saptagiri Grameena Bank, Head Office, #19-565/11, 3rd floor, Opp: Venkateswara Theatre, Vellore Road, Chittoor 517 002.

Alternatively the tenders may be submitted through Registered/Speed Post so as to reach the below mentioned address on or before the due date and time indicated above. The responsibility of submitting tenders to the below mentioned address on or before the due date and time is that of applicant and any tenders received after due date and time shall not be accepted. The Bank will not be held responsible for any delay or late submission of the tender or any loss arising there from in any manner whatsoever.

Address for communication:

**The General Manager,
Saptagiri Grameena Bank,
Head Office, 3rd floor,
Opp: Venkateswara Theatre,
Vellore Road,
Chittoor - 517 002**



Head office: #19-565/11, 3rd Floor, Opp: Venkateswara Theatre, Vellore Road, CHITTOOR - 517002



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1. Name and address of the Firm:
2. Rates/ Fees for construction of the building & Supervision, quality check, billing verification etc. for completion of total project. Apart from this there is no line item should be added in commercial. Percentage of total project cost _____%
3. Validity: The L1 price shall remain valid for period of 180 days from the date of finalizing L1. The bidders shall not be entitled during the period of validity without the consent of the Bank in writing to revoke or cancel tender or to vary the tender submitted or any terms thereof.
4. The successful bidder/Architect shall be required to execute an agreement in requisite stamp paper within 3 days from the date of award of work. In the event of failure to execute the agreement within the stipulated period, the award stands cancelled.
5. Bank reserves the right to modify any of the pre-qualification criteria.
6. The evaluation of the tenders will be based on pre-qualification criteria detailed in the tender document. Tenders of bidder / Architect, which satisfy the pre-qualification criteria, will only be considered.
7. The successful bidder shall bear the expenditure towards stamps and related expenditure involved in registering of the contract.
8. The Architect is expected to examine all Specifications, Instructions, and Terms & Conditions given in the Tender Documents. Failure to furnish all information required in the tender Documents or submission of a Bid not substantially responsive to the tender Documents in every respect will be at the Bidders risk and may result in rejection of the Bid.
9. All the pages of the tender document shall be stamped and sign by Architect or his authorized representatives.
10. Engineer should be available in the site until occupation of the building.

Place:

Date:

Signature of Architect with seal

Head office: #19-565/11, 3rd Floor, Opp: Venkateswara Theatre, Vellore Road, CHITTOOR - 517002



[Handwritten Signature]