



Date: January 09, 2024

NOTIFICATION

Inviting Sealed Quotations for Supply and Installation of Electrical & Networking fixtures to the needy branches in Four regions i.e., Gudivada, Vijayawada, Tirupati and Madanapalli of Saptagiri Grameena Bank.

Saptagiri Grameena Bank, an RRB sponsored by Indian Bank, with an authorized capital of Rs.2000 Crores, is having 240 branches, spread across Chittoor, Annamayya, NTR, Eluru, Tirupati and Krishna districts in the state of Andhra Pradesh. Of the 240 branches, 160 branches are in Rural, 60 are in semi-urban and 20 branches are in urban areas.

Saptagiri Grameena Bank reserves the right to accept or reject, part or all quotations without assigning any reason thereof.

Sealed quotations are invited from reputed vendors for supply and Installation of Electrical & Networking fixtures to needy branches of Saptagiri Grameena Bank.

Mandatory Technical qualifications for participating

- The vendor is not supposed to be blacklisted by any Government Department / Public Sector undertaking / Private Sector or any other agency during the last 03 (three) years. Undertaking letter needs to be enclosed (as per Annexure I).
- The vendor should be in the line of activity for at least 03(three) years. Self-attested documentary proof duly signed by authorized signatory should be enclosed along with quote.
- Vendors should have valid GST registration number and PAN of the vendor & it should be clearly mentioned in the quotation. Self-attested copies of the GSTN and PAN should be enclosed.
- Vendor should have valid certification and License from the Govt. Authorities for execution of electrical works and maintain the electrical safety standards. Self-attested copies of the certification should also be attached along with quotation.
- Vendor should be able to extend prompt services in our operational area.
- Each and every page should be signed by the vendor and affix seal also.

<p>Earnest Money Deposit Specifications</p>	<ul style="list-style-type: none"> ➤ Non-interest bearing Earnest Money Deposit(EMD) of Rs.50,000/- (Rupees Fifty thousand Only),towards defect liability period i.e., 1 year from the date of PO,the EMD amount should be remitted through NEFT / RTGS / IMPS for the credit of CA/c No. 88618083 IFSC - IDIB0SGB001, favoring Saptagiri Grameena Bank, HO: Chittoor. ➤ No other mode of remittance would be entertained. ➤ Technical Bid should also include UTR Number for having remitted the EMD amount of Rs.50,000/-. ➤ Technical Bids without particulars of EMD would be rejected. ➤ For successful vendor(s) EMD amount will be paid after completion of defect liability period. i.e., 1 year from the date of PO ➤ For unsuccessful vendor(s), EMD will be returned within 15 working days from the date of finalizing vendors. ➤ Vendors are advised to incorporate bank particulars for return / refund of EMD. ➤ For those vendors who participate in the bid process, is selected as L1 & fail to execute the order, the EMD amount would be forfeited.
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Terms & Conditions

- The sealed quotation **should be in Printed Form only**. Hand written quotations will NOT BE ACCEPTED and quote should be in Rupees only.
- Our bank is having 240 branches spread over across erstwhile Chittoor and Krishna Districts.
- Since our bank is spread across two different geographical areas in erstwhile Chittoor & Krishna Districts, ideally we seek two quotations, one for each. Hence, vendors should provide two financials quotes for each district, even in the event of the rates being same.



- In the event of vendor desirous of serving both the districts also, two financial quotes from each vendor.
- Bank has the right to negotiate / fix the rate for each item with L-1 vendor.
- The bank may select multiple vendors for entering rate contract and becoming L-1 is not the only criteria.
- The L-1 would normally be arrived based on the overall price quoted by the vendor. However, in the event of bank choosing to go for specific item/s, bank would choose to select the items to be supplied / installed. So, Vendor's price would include individual items as well as total price also.
- The selected vendors are required to Supply and Installation of the Electrical & Networking fixtures at the place of our Bank Branch premises as per our requirement.
- Your quotes should include all costs, including logistics. No transportation charges for delivery and installation will be paid. GST portion may be separately given, as given in the annexure -II.
- Supply and Installation the Electrical & Networking fixtures should be done within 10 days from the date of Work Order (WO). If not completed within 10 days from the date of WO, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- In case of non-fulfillment of desired quality as per specifications, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- Bank will not be responsible for any injuries / damages / death of labour occurred during transportation / installation process. Company / Vendor / Dealer have to deal with the compensation process.
- If any bank property is damaged during installation / shifting / movement of the equipment/s, those damages should be compensated by the Company / Vendor / Dealer.
- If L1 fails to supply the item(s) for any reason, the name of such vendor shall be kept under **Block List** and shall not be allowed to participate in future works of the Bank. Subsequently the order will be allotted to the other participant vendors, one who agrees to supply the item(s) at the rate quoted by L1 vendor.
- Vendors may submit their application duly completed in all respects in a sealed envelope superscripted as "Quotation for Supply and Installation of Electrical & Networking Fixtures" and this cover should contain "two separate envelopes" superscripted as detailed below:

Envelope 1: Technical qualification documents

Envelope 2: Price quote (2 quotes for each districts)

- Terms and conditions for warranty should be clearly specified.
- If the price of the item gets lower than the quoted price during the contract period then the vendor should charge as per the lowest price. If the price hikes, the rate contract amount only will be paid.
- Bank reserves the right to reject any or all the quotations and stop the process at any point of time without assigning any reason whatsoever.
- The price will be valid for a period of 12 months or for a lesser period as decided by the bank.
- Payment would be made only after satisfactory supply and Installation of Electrical & Networking fixtures at branch / offices, duly certified by our Branch Managers / Regional Managers, i.e., **No advance payment** would be given and accepted rate will be paid only after completion of work.
- The last date for submission of sealed quotation is 30.01.2024, up to 03.00 pm and date & time of opening sealed quotations is 30.01.2024 at 04.00 pm at Saptagiri Grameena Bank, Head office, Chittoor.
- The sealed quotation should be dropped in box which is placed at Development Dept. Head office, Chittoor, in person.
- Letter, either by COURIER or by REGISTERED POST, superscripted as "SGBank-Development dept.- Quotation for Supply and Installation of the Electrical & Networking fixtures "can also reach us to the following address,

GENERAL MANAGER
SAPTAGIRI GRAMEENA BANK
HEAD OFFICE, 3RD FLOOR,
SAI YASHUS, VELLORE ROAD,
CHITTOOR – 517002.

- In case of query, please contact: Mr. M V B Chandra Sekhar, Ph: 8886644228.

General Manager

Annexure – I (UNDERTAKING REGARDING BLACKLISTING/NON-DEBARMENT)

Annexure – II (PRICE QUOTE FORMAT)