



**STATE BANK OF INDIA
Premises & Estate Department
Local Head Office, Patna**

APPLICATION ID NO. : PAT2021/FIRE/02

START DATE:12.10.2021

**LAST DATE OF SUBMISSION OF DULY FILLED APPLICATION: ON
OR BEFORE 2:00 PM ON 02.11.2021**

State Bank of India, Local Head Office, **Patna** invites applications for empanelment of vendors for supply, installation, refilling and maintenance of fire extinguishers as per **BIS: 15683:2006** like Minimax / Safex or equivalent in State Bank of India buildings/premises in the State of Bihar & Jharkhand. The eligibility criteria and application form will remain available on Bank's website www.sbi.co.in , www.bank.sbi on continuous basis under "PROCUREMENT NEWS" section. LINK: <https://sbi.co.in/web/sbi-in-the-news/procurement-news>.

ATTENTION BIDDERS

Bidders, who are authorized dealers, of any one or more, of the following offered brands or equivalent brands of products and fulfilling the given Technical specifications as mentioned under respective category of the product, may only apply.

Asst General Manager (P&E)
Date: 12.10.2021

NOTICE FOR EMAPNELMENT OF VENDORS FOR SUPPLY, INSTALLATION, REFILLING AND MAINTENANCE OF FIRE EXTINGUISHERS AS PER BIS: 15683:2006 IN SBI BUILDINGS/PREMISES IN THE STATE OF BIHAR & JHARKHAND.

State Bank of India (hereinafter referred to as SBI / the Bank) a body corporate created under State Bank of India Act 1955, having its Local Head Office at Patna includes the client's representatives, successors.

State Bank of India (SBI) Local Head Office Patna intends to empanel vendors for supply, installation, refilling and maintenance of fire extinguishers as per BIS: 15683:2006 in State Bank of India buildings/premises in the state of Bihar & Jharkhand.

The application document may be obtained from the Bank as under or downloaded from Bank's web-site www.sbi.co.in , www.bank.sbi under **procurement news** (LINK: <https://sbi.co.in/web/sbi-in-the-news/procurement-news>) and the application along with all necessary documents for empanelment should be submitted to the under mentioned office;

**Asst General Manager (P &E),
Premises & Estate Department
SBI LHO Building, Gandhi Maidan (W)
Patna – 800 001.**

- ❖ SBI/ reserves the right to change the dates mentioned in this document, which will be updated in the Banks website.
- ❖ The information provided by the vendors in response to this document will become the sole property of SBI and will not be returned. SBI reserves the right to amend, rescind or reissue this application.
- ❖ After scrutiny of applications and empanelment of vendors, Price bids will be invited from the technically short listed firms only.

Please note that all the information desired needs to be provided. Incomplete information would lead to disqualification/ non-consideration of the proposal.

Asst General Manager (P &E)

SBI LHO, Patna invites applications for empanelment from reputed manufacturer/authorized dealers, of the reputed brands of Fire Extinguishers like Minimax / Safex or equivalent, for Empanelment. The supply, installation and maintenance of Fire Extinguishers for the branches/offices of State Bank of India located in Rural, Semi-Urban and Urban Areas of the State of Bihar & Jharkhand.

A. IMPORTANT SCHEDULE OF THE EMPANELMENT PROCESS:

1.	Name of the work	Supply, Installation, Refilling and Maintenance of Fire Extinguishers of Minimax / Safex or equivalent as per new IS 15683 for the branches / offices of State Bank of India located in Rural, Semi-Urban and Urban Areas of the State of Bihar & Jharkhand.
2.	Availability of application / tender document.	Tender may be downloaded from the banks web site www.sbi.co.in , www.bank.sbi under link of "PROCUREMENT NEWS". No hard copy of the application will be made available by the Bank. LINK: https://sbi.co.in/web/sbi-in-the-news/procurement-news
3.	Contact details of Concerned Officials for any clarification	Shri Praveen Kumar Yadav Fire Officer - (0612) - 2209020, E- mail - fo.lhopat@sbi.co.in
4.	Application downloading date from SBI website.	12.10.2021 to 01.11.2021
5.	Pre-bid meeting at SBI LHO Patna.	From 1500 Hrs on 22.10.2021
6.	Time and last date of Submission of Application	on or before 02.11.2021 up to 1400 hrs
7.	Date, Time & Place for opening of Application.	02.11.2021 at 3:00 pm Asst General Manager (P & E), Premises & Estate Department, 8 th Floor, Local Head Office, Gandhi Maidan (W), Patna- 800 001,
8.	Validity of empanelment list	The panel shall be valid for an initial period of (03) Three Years from the date of signing of the contract agreement to the short listed firms which may be extended or curtailed at the sole discretion of the Bank. Only empanelled vendors will be allowed to participate in the tenders.
9.	Earnest Money Deposit (EMD)	Rs 5000/- (Rupees five thousand only) by way of demand draft favouring SBI, payable at Patna as a refundable 'Participation Fees' should be enclosed in the cover containing Technical Bid. Those offers in which the technical bid does not contain EMD will be summarily rejected.
10.	Security Deposit/ Bank Guarantee	The Successful bidders/tenderers have to submit Bank Guarantee/Security Deposit of Rs 50,000/- from a scheduled bank other than State Bank of India. The Security Deposit will be released only on successful completion of the empanelment period.
11.	Taxes	Taxes as applicable would be paid extra.
12.	Electronic Payment	Electronic payment shall be preferred.

DISCLAIMER

The information contained in this document or information provided subsequently to Vendor(s) or applicants whether verbally or in documentary form by or on behalf of State Bank of India (Bank), is provided to the Vendor(s) on the terms and conditions set out in this document and all other terms and conditions subject to which such information is provided.

The application would bind neither the Bank in any contract nor in an offer of an assignment/contract. The Bank reserves the right to accept any bid/ proposal or reject any or all the bids/ proposals received in response to the tender and to cancel the entire process at any time prior to award of the assignment/contract, without thereby incurring any liability to the affected respondent/s. The Bank shall not be bound to offer any reasons for such acceptance/ rejection nor shall entertain any correspondence with the rejected respondents in this matter. The Bank reserves the right to reject any or all tenders without assigning any reason, even though the firms primarily satisfy the eligibility criteria. The Bank reserves the right to cancel the tendering process without giving any reasons at any stage. The Bank reserves the right to cancel the empanelment process altogether at any time for any reason whatsoever. It is purely on the discretion of the Bank.

A. APPLICATION FORM FOR EMPANELMENT OF SUPPLY, INSTALLATION & MAINTENANCE OF FIRE EXTINGUISHERS

PART – I, SUPPLIER’S PROFILE (Please strike-off whichever is not applicable)

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
1.	Name of the Company/ Firm/ Organization, website, Email		Annexure A
2.	Year of Establishment and Incorporation.		Annexure B
3.	Status of the firm whether Company/firm/proprietary etc		Annexure C
	a) Registered under the Companies Act, 1956. If so mention registration number and date.		
	b) Registered under the Societies Registration Act, 1860. If so mention registration number and date.		
	c) Registered under the Indian Trust Act, 1882. If so mention registration number and date.		
	d) Sole proprietorship firms whose proprietor is a resident in India as per the Income Tax Act, 1961. If so mention registration number and date.		
	e) Partnership firm registered in India. If so mention registration number and date.		
4.	Nature of Business. Whether OEM / Service Provider / Manufacturer / Authorized dealer / supplier etc.		Annexure D
5.	Address of Registered Office with PIN Code.		Annexure E
6.	Postal Address of sub offices in State of Bihar & Jharkhand, Phone / Fax/Mobile Numbers, & E-mail address	1.	Annexure F

		2.	
7.	Address of Manufacturing Unit / R&D Site		Annexure G
8.	Name of Directors / Partners / Members etc.		Annexure H
9.	a) Name of contact person(s) b) Mobile Numbers(s) c) Land Line		Annexure I
10.	Name of person(s) authorized to conduct business along with Mobile, Tele, Fax and Email details		Annexure J
11.	a) Has your company / firm been ever blacklisted in past 5 years. If Yes, Give Details.		Annexure K
12.	b) If No, a certificate be submitted stating that the company/firm or its owner or any sister concern have not been so blacklisted by any institution of the Central or State Govt. PSU/PSBs in the past three years on any grounds whatsoever.		Annexure L
13.	Any subsidiary company (Write Yes / No). Give all details if yes		Annexure M
14.	Furnish the names of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.		Annexure N
15.	Please mentions whether your any relative(s) is (are) working in the State Bank of India with Name, relationship, address & present posting etc.		Annexure O
16.	Name and qualification of Technical personnel / tradesmen etc.		Annexure P

Performa of **Annexure –N**

S. No.	Name	Designation	Address with contact numbers & e-mail
1.			
2.			
3.			

PART-2

FINANCIAL, REGISTRATION FOR TAXATION AND OTHER STATUTORY REQUIREMENTS

S.NO.	DESCRIPTION	PARTICULARS	PROOF / DETAILS TO BE ATTACHED AS (WITH PROPER FLAGS)
17.	Whether registered for the following and having necessary certificates/ authority? If so , mention registration number and date. Enclose relevant certificate.		Annexure Q
	a) Income Tax, PAN		
	b) GST		
	c) IGST		
	d) TIN		
	e) EPF		
	f) ESIC		
18.	Furnish copies of audited Balance Sheet and profit & loss account (audited) for the last 3 financial years.	TURN OVER Profit after Tax (INR Lakhs)	Annexure R Certificate of CA to be attached in Original
	a) 2018-19 –Turnover		
	b) 2019-20 –Turnover		
	c) 2020-21 - Turnover		

19.	Banking Details a) Banker's Name: b) Full Postal Address: c) Telephone No.: d) Account No.: e) Type of Account: f) IFSC Code:		Annexure S
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Note: - Please enclose valid supporting documents for each item from Sr. No. 1 to 19 in the given order.

I / We have read and understood the press notice, Expression of interest notice and this application form along with enclosures and my / our firm full fills the eligibility criteria for empanelment described in the notice.

I / We hereby confirm and certify that the information given above is correct & true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

I/We are authorized to sign & submit these documents for empanelment / pre-qualification/ enlistment.

I / We understand that if at any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully, and in case of receipt of adverse / unsatisfactory report from other clients / Bankers, the Bank may not consider our application and / or may de-list us and / or may take any appropriate action against us.

I / We also understand that partly / wrongly filled application and / or applications not on prescribed Pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the Bank.

I / We understand that this is merely an application & does not entitles us to be necessarily empanelled / enlisted / pre-qualified by the Bank and the Bank reserves its right to reject all and / or any application without assigning any reason whatsoever.

(Signature of Authorized Signatory)

Place:

Date:

Name:

B. INSTRUCTIONS TO THE APPLICANTS FOR FURNISHING INFORMATION AS A PART OF APPLICATION FOR EMPANELMENT

1. Only those Vendors/firms who fulfil the eligibility criteria may only apply on the prescribed formats with enclosures and documentary proofs. The application for empanelment shall be written in English and the application should be accompanied by latest copies of technical brochure of the products in detail. Completed documents in sealed covers containing the name and complete address of the applicant on the cover and bearing the title “**APPLICATION FOR SUPPLY, INSTALLATION REFILLING AND MAINTENANCE OF FIRE EXTINGUISHERS (BIS: 15683:2006)**” should be submitted on or **before 02.11.2021, up to 1400 hrs.** at the following address:-

**Asst General Manager (P &E)
Premises & Estate Department
SBI LHO Building, 8th Floor, Local Head Office,
Patna-800 001,**

2. The evaluation will be based on the experience, reputation, empanelment with other Bank's PSU's, Govt. institutions, their performance feedback, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, etc and if found necessary may also include inspecting the works undertaken by them for which, necessary co-ordination shall be made by them. Based on the details furnished and inspection of works, eligibility criteria, the applicants will be shortlisted for empanelment. Decision of the Bank regarding selection / rejection for empanelment will be final.
3. Mere submission of application does not guarantee for empanelment, Bank may increase the numbers of Vendors in this category if required and Banks decision will be final. **Only short listed firms / Vendors** will be intimated by the Bank for submission of the Technical Bid & price bid etc.
4. Intending applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing etc. in the enclosed form which will be kept confidential.
5. The empanelment shall be valid for an initial period of **Three Years** from the date of intimation letter. The validity of empanelment may further extend for **Two Years** or more as deemed necessary by the Bank on the existing terms and conditions subject to review every year, based on satisfactory performance of the firms.
6. The Bank reserves the right to reject any or all the applications without assigning any reason thereof and also reserves the right to restrict number of applicants for tendering at its sole discretion. Bank's decision in this regard shall be final and binding on all concerned. It is an ongoing process for empanelment of Manufacturers / Firms / Companies / Dealers / Vendors. The Manufacturers / Firms / Companies / Dealers / Vendors can apply any time throughout the year. The applications shall be processed during the next meeting of the Committee within six months.
7. **Each page of the application shall be signed with seal of the company/ firm.** The application shall be signed by persons/ persons on behalf of the organization having necessary authorization/ Power of Attorney to do so (**Certified copies to be enclosed**).

8. If the space in the Performa is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the Performa and serial number. Separate sheets shall be used for each part. **However, the format shall be as per Performa.**
9. Clarification, if any, may be obtained from the **Fire Officer**, Premises & Estate Department, State Bank of India, Local Head Office, Patna by e-mail fo.lhopat@sbi.co.in.
10. Canvassing in any form in connection with selection is strictly prohibited and the application of such persons/organizations, who, resort to **canvassing will be liable to rejection.**
11. Those vendors/firms who are already empanelled with **SBI LHO Patna Circle** need to apply afresh. If the existing vendor does not have satisfactory services provided in the Bank they may not be considered for further empanelment.
12. The Bank reserves the right to reject any / all the applications without assigning any reasons, whatsoever therefore. Incomplete / partly filled / late received / applications without relevant enclosures may not be considered for evaluation.
13. Disputes, if any, regarding the empanelment shall be within the jurisdiction of Court in **Patna only.**
14. It will not be binding on the Bank to invite all the empanelled vendors to participate in bidding for various works. The Bank may prepare a select list of Manufacturer/Supplier out of the empanelled vendors to participate in the bidding process of a/any work as required.
15. ***Amendment: At any time before the last date and time for submission of response to the tender, the Bank may, for any reason, modify the tender document, by an amendment that would be displayed on Bank's Website www.sbi.co.in; the Bank would make no other intimation in this regard. It would be the sole responsibility of the firm to submit bid / proposal incorporating amendments, if any.***
16. ***The Firms shall not use logo and name of the State Bank of India on their letter head, sign board and rubber stamp etc.***

C. ELIGIBILITY CRITERIA FOR EMPANELMENT:

- 1) The Vendor/Firms **should be in business of supply, installation, refilling and maintenance of ISI marked of reputed brand like Minimax / Safex or equivalent brands** of Fire Extinguishers.
- 2) The vendor/firm should be in the business of fire extinguishers (manufacturer / Dealers) for the **last (07) years as on 31/03/2021**.
- 3) Supply, Installation, Refilling & Maintenance of ISI marked **Fire Extinguishers should be a primary activity of the Firms**.
- 4) The firms shall furnish documents evidencing and establishing the bidder's eligibility to supply the material by means of a **Back to Back Support Certificate for minimum 03 Years from the Original equipment manufacturers (OEM), besides the brochures, literature, drawings etc, in support of Fire Extinguishers being offered should be attached**.
- 5) OEM letter to be in Original and no photocopy or colored Xerox will be acceptable (**In absence of the original certificate from the OEM the Service provider will be disqualified**).
- 6) The vendor/firms in respect of its business in Fire Extinguishers should have minimum **average Annual Turnover of 30 Lakhs or more for the past three years i.e. 2018-19, 2019-20, and 2020-21 ending 31st March 2021** and it should be in profit during the **past three years**. Please **only** attach Profit & Loss statement and turnover certificate duly certified by a Chartered Accountant. In the absence of certificates the EOI application will be summarily rejected. Additional supporting documents if required would be asked for, subsequently.
- 7) The applicant should have an **established office/ service centre** with technical personnel in the **State of Bihar & Jharkhand** for providing 24 hours X 7 days post implementation support. The Office should be there for minimum **04 Years** as on the date of the tender. Proof for the same to be submitted. **Registration certificate under Shops & Establishment act from State Government is mandatory as on date of publication of tender notice**.
- 8) Further, if empanelled, it is mandatory for the vendor to open one Office in the city/town of the allotted area where the Administrative Office exist, after getting the area allotment letter and before commencement of the contract. **Failing which the empanelment will be cancelled**. Documentary proof like lease agreement / agreement of sale and **shops & establishment certificate** to be provided.
- 9) Firms must have adequate infrastructure in terms of workshop and technically qualified staff for the job to be executed in the **State of Bihar & Jharkhand**. **List of the technical staff with their qualifications and office address should be enclosed**.
- 10) The Firm should have supplied/Refilled/Maintenance of Fire Extinguisher to **at least 04 reputed organizations** such as CPWD/ PWD/ ONGC/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. **Out of (04) organizations (02) should be with the Nationalized Banks only**. The details of the work carried out by the firms should be enclosed as **Appendix-B**.
- 11) They must be empanelled in **minimum 03- Banks** (PSU or Private) and out of it they must be at least empanelled in **01 – PSU Banks** in the State of Bihar and Jharkhand.

Documentary proof should be provided in support of work done like work order Copy and Satisfactory Performance Certificates and **work completion certificate from the clients in original.**

- 12) **Performance Certificate:** The applicant should submit a "Satisfactory Performance Certificate" from PSU Banks / FIs concerned PSB/ RRB on whose panel it is conducting business related to supply and refilling of Fire Extinguishers.
- 13) **Past Record:** The applicant *should not have been* blacklisted by any PSU/PSB/Govt. Organization in past 5 Years or services terminated due to poor performance. A certificate to be submitted stating that the company/firm or its owner or any sister concern have not been blacklisted.
- 14) The Vendor / Firms **should have all statutory registrations like GSTs, PAN, Aadhar Number etc.**
- 15) It should be registered in **India under the Indian Companies Act of 1956 or any other act as applicable.** Please enclose certificates or affidavit of ownership in case of proprietorship.
- 16) The Vendor/Firms should comply with **all the labour Laws, Rules and Regulation of State and Central Government.**
- 17) The short listing of vendors will be done after scrutinizing and **verification of the documents, work carried out / product demonstration & Site/office visits.**

D. THE EMPANELMENT PROCEDURE AND TERMS AND CONDITIONS:

- 1) Sealed envelopes containing EOI application and documents received up to 1400 hrs as on scheduled date will be opened at 1500 hrs on 02.11.2021, in the presence of the committee members. The bidders / their representative may be present at the time of opening of the Technical bid. No separate intimation will be sent to the suppliers for deputing their representatives. The EOI will be evaluated and those who are found eligible will be short listed as per eligibility criteria.
- 2) The firms who qualify in technical bid will be invited to demonstrate their product at SBI Local Head Office at time & date fixed by the Bank. Only on satisfactory performance and quality of the product, rates/price bid through Off Line/E-Procurement will be called from eligible vendors for finalization of empanelment.
- 3) The **Price Bids** documents as per required product, specification of extinguishers and terms & conditions only given to the qualified bidders and the price bid will be called through Off Line/E-Procurement at a later date for finalizing the rates.
- 4) The Bank will standardize the rates based on the price break quoted by the vendor's for individual item wise. The lowest/standardized rates will be circulated to the qualified vendors for their acceptance. Firms, who will give their acceptance for these rates, will be shortlisted for entrusting the work.
- 5) Rate-Contract will valid for **12 months**, no price hike shall be permitted for this period from the date of contract and these rates may be reviewed by the Premises & Estate Department ,SBI LHO Patna as per the market conditions after contractual period. *However, the Bank reserves the right to call fresh price bid from all technically qualified bidders, if the Bank so desires.*

6) **APPLICATION EVALUATION MATRIX**

S. NO.	PARAMETER	MARKS	TOTAL MARKS	MARKS OBTAINED
1.	Average Turnover during last three years (in sales & services of Fire Extinguishers related works)	a) Rs 50 Lakhs and above - 05 b) Between Rs 30 to 50 Lakhs- 03	05	
2.	Years of experience in field	a) 10 years and above- 05 b) Between 07 to 10 years - 03	05	
3.	Currently empanelled with number of Banks (Public / Private Sector)	a) More than 07 Banks- 05 b) Between 04 to 06 Banks- 04 c) Up to 03 Banks- 03	05	
4.	Product (OEM / Dealers etc.)	a) Manufacturer of the given brand - 05 b) Subsidiary company of given brand- 04 c) Authorized dealer of the given brand- 03	05	
5.	ISO certificate given for excellence to the bidding Company / Vendor	a) Has Certificate - 05 b) No Certificate- 00	05	
6.	Installation work done	a) Supplied / Refilled / Maintenance of Fire Extinguisher to more than 04 reputed organizations such as CPWD/ PWD/ ONGC/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. Out of (04) organizations (02) should be with the Nationalized Banks only - 10 b) Supplied / Refilled / Maintenance of Fire Extinguisher to at least 04 reputed organizations such as CPWD/ PWD/ ONGC/ PSU/ Nationalized Banks/ Large Pvt. Sector etc. Out of (04) organizations (02) should be with the Nationalized Banks - 05	10	

S. NO.	PARAMETER	MARKS	TOTAL MARKS	MARKS OBTAINED
7.	Empanelment	a) Empanelled in more than 03 Banks (PSU Bank or Private) and out of above three at least 02 should be empanelled in (PSU Bank or private) in Bihar /Jharkhand State – 10 b) Empanelled in minimum 03 Banks (PSU Bank or Private) and out of above three at least 01 should be empanelled in (PSU Bank or Private) in Bihar /Jharkhand State - 05	10	
8.	Office in the State of Bihar & Jharkhand.	a) South Bihar (Patna & Gaya) - 03 b) North Bihar (Muzaffarpur & Bhagalpur) - 03 c) Jharkhand (Ranchi, Dhanbad & Deoghar) - 04	10	
9.	Technical Presentation and Equipment demonstration	a) Technical Presentation - 15 b) Equipment demonstration - 10	25	
10.	Product presence in the Market	a) More than 10 years- 10 b) Between 05 to 10 years- 06 c) Up to 5 years - 04	10	
11.	Committee assessment	Assessment of Company with regard to its reputation, performance feedback, experience and infrastructure	10	
12.	Total		100	

Note:-

- a) Marks under each parameter will be awarded by the committee but will not be disclosed to the vendors. Minimum qualifying marks shall be marks obtained within 20% of the highest obtained marks. The application of vendors securing less than the qualifying marks will not be considered for further evaluation. **For example if the highest vendor score 90 marks, than applicants scoring 72 marks and above will be considered for further process.**
- b) During evaluation and comparison of bids, the Bank may, at its discretion ask the vendors for clarification of its bid. The request for clarification shall be in writing. No post bid clarification at the initiative of the vendor shall be entertained.
- c) Only the short listed applicants i.e. who fulfilled the eligibility criteria and other terms and conditions would then be invited by the Bank to make a presentation of their equipment and their proposed methodology, at their own cost.

E. AWARD CRITERIA

- a) As the number of branches and area is quite large, it is considered that it is beyond the capability of one vendor to carry out the same. In view of the above the work may be distributed amongst the Vendors/Bidders at L-1 rates. The allocation of work will be done in the following manner provided the vendors at L-2, L-3 etc., are willing to accept L-1 rates:
- b) In case any/each of L2 to L5 are not willing to work for L1 rates than the offer will pass to the next vendor's i.e. L6, L7 and so on. In case the no vendor agrees to work in L1 price, than the entire contract shall be performed by L1 vendor.
- c) The **ratio of distribution of branches** will be in descending order amongst the shortlisted firms (L-1, L-2 etc) depending upon the number of firms finally selected for empanelment.
- d) **The Bank may, if considered necessary, hold comprehensive price negotiations with L-1 vendor.**
- e) In case L-1 shows unwillingness to work than again commercial bidding (Online /Offline) will be done. The L-1 vendor who after bidding showed unwillingness to do work , his EMD will be forfeited and will not be allowed to participate in future **tender process for three years.**
- f) The Bank reserves the right at the time of award of contract to increase or decrease the numbers of branches or numbers of security system required or change in location where equipments are to be supplied from what was originally specified while floating the EOI without any change in unit price or any other terms and conditions.
- g) It will be mandatory to accept work of Regions comprising of urban as well as rural branches and also vendor should be willing to take up work of supply and maintenance together. Once final list of panel is arrived at after financial bid, the Bank has a right to allot the work / areas / region to any vendors based on commonality in Fire Extinguisher so as to have a better vendor management and also as per the emergent requirement of the Bank the work could be assigned to any vendor.
- 7) The firms will have to enter into annual maintenance contract agreement with our respective Administrative Offices / Regional Offices for servicing of fire extinguishers in the branches under their control.
- 8) The Successful bidders/tenderers have to submit Bank Guarantee/Security Deposit of **Rs 50,000/-** from a scheduled bank other than State Bank of India. The Security Deposit will be released only on successful completion of the empanelment period. If the successful bidders fail to execute the work as per Banks specifications / schedule, their Security Deposit will be forfeited.

9) **OTHER IMPORTANT TERMS & CONDITIONS**

- 1) **BANK'S RIGHT TO ISSUE CLARIFICATIONS, ADDENDUMS, CORRIGENDUM ETC:** The BANK can at any time issue clarifications, addendums or corrigendum. The same will be published in the BANK's website. The applicants are requested to regularly visit the Bank's website.
- 2) **PURCHASE THROUGH GEMS PORTAL (GOVERNMENT E-MARKET):** The Bank reserves the right to purchase the system/equipments/items through GeM portal of Govt. of India **and provide the same to the Agency** for installation and commissioning in the required branch. However, cost of any material / component provided by you for installation and commissioning of the system would be paid to you as per approved rates, including installation charges.
- 3) **GUARANTEES:** The Fire Extinguisher including all components delivered to the Bank should be brand new and as per BIS 15683. The supplier should also guarantee that maintenance and refilling to be carried out as per BIS 2190.
- 4) **AVAILABILITY OF SPARES:** Spares for the product offered should be available for at least 03 years.
- 5) **WARRANTY:** The offer must include comprehensive on-site warranty of 01- year for all type of fire extinguishers except modular automatic fire extinguishers which shall carry a warranty of 03 years from the date of installation and commissioning of the equipment. Service Provider shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipment, accessories, etc., covered by the offer. The supplier must warrant all equipment, accessories, spare parts etc., against any manufacturing defects during the warranty period. During the refilling contract period the Service Provider shall depute their representative for refilling of extinguisher.
- 6) **MAINTENANCE STANDARD EXPECTED DURING WARRANTY:** The supplier should ensure that in case the equipment cannot be repaired within the stipulated period, the supplier should provide a replacement till the system/equipment is returned duly repaired.
- 7) **RECORDS:** As per requirement of the Bank / Branch, if request is made by the Bank / Branch to the vendor for providing details of all fire extinguishers branch-wise with date of installation and due date of refilling, **the vendor would make arrangements to provide the details.**
- 8) **FALL CLAUSE:** At any point of time if it is observed that the vendor is supplying to other financial institutions / firms similar material / services at lower rates than offered to Bank, then the vendor shall have to compensate the Bank by paying the difference amount and downward revise the rate of respective item / services at the time of renewal of contract as applicable.
- 9) **GUIDELINES FOR THE OEM:** OEM should have online dedicated support center available during working hours and a fully equipped repair and maintenance office in India. Document details to be submitted for the same for verification.
 - a) OEM should have valid BIS certification.

- b) Documents of Manufacturing license/ Excise Registration of the OEM factory need to be submitted for verification.
- c) Product Certification copies to be attached as per the specifications.
- d) Vendor will be responsible for non-genuine products. Audit for Banks whether actual material is provided or not needs to be done by OEM, as and when required by Bank, without any additional cost, as a service support to Bank.

F. TECHNICAL SPECIFICATIONS OF FIRE EXTINGUISHERS:

- 1) **Dry Chemical Powder (DCP/ABC) Type Fire Extinguishers:** It should be of **gas cartridge type** provided with **squeeze grip control valve** operating mechanism overall conforming to IS 15683 and ISI marked.
- 2) **Carbon Dioxide Type Fire Extinguishers:** It should be of **wheel type control valve operating mechanism** over all conforming to IS 15683 and ISI Marked.
- 3) **Water Type Fire Extinguishers:** It should be of **gas cartridge type**, provided with **squeeze grip control valve** operating mechanism overall conforming to IS 15683 and ISI marked.

Note: All components of above fire extinguishers should satisfy the requirements of construction material, dimensions, sizes, ratings, tests criteria and all other requirements as per IS 15683:2006 and it should be overall conforming to IS 15683 with ISI mark. The CE certified brand shall be preferred.

The following specifications required for Portable Fire Extinguisher as per IS: 15683/IS: 2190. Details are as under:

1) DRY CHEMICAL POWDER (DCP), CARTRIDGE TYPE PORTABLE FIRE EXTINGUISHERS:

These Extinguishers should contain Sodium Bi-carbonate based dry powder as per IS: 4308 and **capable of fire fighting class B and C** Fires. Propellant in cartridge operated extinguishers shall be carbon dioxide gas cartridge. The method of expulsion of dry power shall be by means of pressure produced from compressed or liquefied gas from gas cartridge attached to the cap after piercing it uprightly or by piercing the squeeze grip.

a) PERFORMANCE & CONSTRUCTION REQUIREMENT:

PERFORMANCE	CAPACITY – 04 KG	CAPACITY – 06 KG
Approvals/certification	IS:15683, ISI Marked	IS:15683, ISI Marked
Fire Rating	21B or upwards	21B or upwards
Working/Operating Temperature (°C)	-30 to +55	-30 to +55
Burst Pressure	55/80 bar (min)	55/80 bar (min)
Cylinder Testing Pressure	35 bar	35 bar
Service/Working Pressure Min-Max	15 -18 bar max	15 -18 bar max

Minimum Effective Discharge Time	13-28 Seconds	08-18 Seconds
Bulk Range % Discharge	2 to 4 meter, 85%	2 to 6 meter, 85%
Propellant	Carbon Dioxide Gas, 100-120 gm	Carbon Dioxide Gas, 100-120 gm
Thickness (Approx.)	1.6 mm	1.6 mm
Height Without Base (Approx.)	385-510 mm	520-540 mm
Diameter (Approx.)	140-150 (+/-10) mm	140-150 (+/-10) mm
Gross Weight (Approx.)	7-8.5 kg	10-11.5 kg
Extinguishing Agent Charge	Sodium Bi-carbonate based dry powder	Sodium Bi-carbonate based dry powder

These cartridge operated extinguishers the cartridge shall be pierced and the pressure allowed to build for **06 second** before opening the control valve.

- b) CONSTRUCTION:** The cylinder body, expansion space, neck ring, cap, gas cartridge and cartridge holder, plunger rod and piercing mechanism, cap joint washer, hose. Nozzle and bottom ring shall be confirmed as per Indian Specification (IS: 15683).
- c) MANUFACTURING TESTS:** The Extinguishers shall comply all manufacturing tests specified in the IS: 15683, like leakage test, burst strength test, impact resistance test, hose assemblies test, safety locking device etc.
- d) COLOUR:** The colour for extinguisher bodies shall be in fire red colour confirming to IS: 05 and paint shall confirm to IS: 2932.
- e) MARKING:**
- a) The operating, recharging and inspection and maintenance instructions shall be in the form of an etched or embossed metal nameplate or band, or an acceptable pressure-sensitive nameplate attached to the side of the extinguisher body, or in the form of silk-screening of paint directly on the extinguisher body. The marking shall identify the extinguisher as to type of media and shall include the manufacturer's name and model number and the rating and classification of the fire extinguisher.
 - b) The marking shall include a sequential serial number.
 - c) The year of manufacture, or the last two digits of the calendar year, and the factory test pressure shall permanently marked into the extinguisher body or non-transferable nameplate. Extinguishers manufactured in the first three months of a calendar year may be marked with the previous year as the date of manufacturer.
 - d) The marking shall include a reference to the range of temperatures at which the extinguisher is usable, such as acceptable to use at temperature from..... to or the equivalent.
 - e) The applicable statement or the equivalent shall be included in the marking: Recharge immediately after any use.
 - f) The gas cartridge shall be permanently marked with:
 - a. Empty mass in gram,
 - b. Nominal full mass in gram,
 - c. Year of manufacturer, and
 - d. Name or code of the manufacturer.

- g) The marking on each extinguisher shall include its exact gross mass or minimum and maximum gross mass, which may be expressed by a tolerance. The gross mass shall include the mass of the charged extinguisher and discharge assembly.
- h) The Extinguisher shall be marked with BIS standard. The use of standard mark will be governed by the provisions of the BIS Act 1986.
- i) Operating instructions: the operating instructions shall be arranged as follows:
 - i. Word "INSTRUCTIONS" shall be at the top of the nameplate.
 - ii. Operating instructions shall be in the form of numerically sequenced photograph. The sequence shall be as follows:
 - ✓ Making ready the extinguisher by disengaging the safety locking device,
 - ✓ Aiming the extinguisher at the base of fire, included recommended distance from the fire at which to begin discharge, and indicating the intended operating attitude of the extinguisher,
 - ✓ Taking whatever action necessary to initiate operation of the extinguishers, and
 - ✓ Describing the intended method of applying the extinguishing media on the fire.
- j) The extinguisher shall be marked with letters "B", and "C" indicating their suitability for respective class of fires.

2) CARBON DIOXIDE (CO₂) GAS TYPE FIRE EXTINGUISHERS:

- a) These Extinguishers shall be based on the Carbon Dioxide (CO₂) gas shall confirm to IS: 15222. The quantity shall be determined by weighing. The filling ratio is the ratio of mass of liquefiable gas that is allowed to be filled into the container in view of safety considerations to the mass of water required to fill the container at 15degree centigrade. It is operated by holding upright, removing the locking pin or seal or safety device from the **wheel type control valve operating mechanism**.
- b) The Extinguisher is made from **seamless** manganese steel cylinders confirming to IS: 7285 with ISI Marked & **approved from Chief Controller of Explosives (CCE)**. Valve confirming to IS: 3224 with ISI Mark.
- c) The extinguisher discharge horn shall be constructed to withstand crushing when 25 kg applied to its extremity for 5 min immediately after having completely discharged the extinguisher through the horn. Check that the horn does not show any evidence of cracking or breakage.

d) PERFORMANCE & CONSTRUCTION REQUIREMENT:

PERFORMANCE	CAPACITY - 4.5 KG	CAPACITY - 22.5 KG
Approvals/certification	IS:15683, ISI Marked	IS: 2878, ISI Marked
Fire Rating	13B-21B	As per BIS, Min 21B
Working / Operating Temperature (Degree Centigrade)	-30 to +55	-30 to +55
Burst Pressure (Approx.)	335-350 bar	335-350 bar
Cylinder Testing Pressure	250 bar	250 bar
Minimum Effective Discharge Time	08-17 Second	20-60 Second
Bulk Range % Discharge	02 to 04 meter, 85%	BIS, 95%

Propellant	Carbon Dioxide Gas	Carbon Dioxide Gas
Thickness (Approx.)	4.2 mm	5.5 mm
Height (Approx.)	610-700 mm	1030 mm
Diameter (Approx.)	140-150 (+/- 10) mm	267 mm
Gross Weight (Approx.)	17 kg	93 kg
Extinguishing Agent Charge	CO ₂ Gas	CO ₂ Gas

e) **CONSTRUCTION:** The cylinder body, discharge fittings, trolley, valve, (i.e. Nozzle, Hose, etc) shall be confirmed as per Indian Specification IS: 15683 & IS: 2878.

f) **PAINTING:**

- Each Extinguisher shall be painted fire red confirming to shade No. 536 or 537 of IS: 5.
- A picture showing a man operating the extinguisher in the correct manner shall be shown on the body of the extinguisher.
- The extinguisher shall be marked with the letters B, & C indicating their suitability for respective classes of fires as laid down in IS: 2190:1992.

g) **MARKING:** Each extinguisher shall be clearly and permanently marked with the following information:

- Manufacturer's name or trade – mark, serial No., and year of manufacture shall be **EMBOSSSED** at the bottom ring/body/neck.
- Method of operation in prominent letter.
- The words "Carbon Dioxide Type" "class BC"
- Capacity of the extinguisher in kg.
- Year of manufacturer of extinguisher and date of refilling.
- Source, Year of manufacture of the cylinder and its test pressure.
- The product shall be marked with BIS Standard Mark.

The following information to facilitate filling or recharging shall also be marked on the head of extinguisher or on the neck of the cylinder:

- the weight of extinguisher (to include operating head, Internal discharge tube and carrying handle but not any hose or discharge horn assembly) shown as EW.
- Filled weight of extinguisher (to include operating head, internal discharge tube, carrying handle and gas filled contents but not any hose or discharge horn assembly) shown as FW.

3) WATER CO₂ SQUEEZE GRIP CARTRIDGE TYPE PORTABLE FIRE EXTINGUISHERS:

These Extinguishers shall water as per IS: 15683 and **capable of fire fighting class A Fire**. Propellant in cartridge operated extinguishers shall be carbon dioxide gas cartridge. The method of expulsion of water shall be by means of pressure produced from compressed or liquefied gas from gas cartridge attached to the cap after piercing it uprightly or by piercing the squeeze grip.

a) **PERFORMANCE & CONSTRUCTION REQUIREMENT:**

PERFORMANCE	CAPACITY -06 Liter	CAPACITY -09 Liter
Approvals/certification	IS:15683, ISI Marked	IS:15683, ISI Marked
Fire Rating	02A	2A
Working/Operating Temperature (°C)	+05 to +55	+05 to +55

Burst Pressure	55/80 bar (min)	55/80 bar (min)
Cylinder Testing Pressure	35 bar	35 bar
Service / Working Pressure (Approx.)	15-18 bar	14-15bar
Minimum Effective Discharge Time	13-33 Second	13-42 Second
Bulk Range % Discharge	02-06 meter, 85%	02-07 meter, 85%
Propellant	Carbon Dioxide Gas Cartridge	Carbon Dioxide Gas Cartridge
Thickness (Approx.)	1.6 mm	1.6 mm
Height (Approx.)	530-570 mm	570-585 mm
Diameter (Approx.)	150-175(+/- 10) mm	175-180 (+/- 10) mm
Gross Weight (Approx.)	06-10 kg	12-15kg
Extinguishing Agent Charge	Water	Water

These cartridge operated extinguishers the cartridge shall be pierced and the pressure allowed to build for 06 second before opening the control valve.

- b) CONSTRUCTION:** The cylinder body, expansion space, neck ring, cap, gas cartridge and cartridge holder, plunger rod and piercing mechanism, cap joint washer, hose. Nozzle and bottom ring shall be confirmed as per Indian Specification (IS: 15683).
- c) MANUFACTURING TESTS:** The Extinguishers shall fulfill all manufacturing tests specified in the IS: 15683, like leakage test, burst strength test, impact resistance test, hose assemblies test, safety locking device etc.
- d) COLOUR:** The colour for extinguisher bodies shall be in fire red colour confirming to IS: 05 and paint shall confirm to IS: 2932.
- e) MARKING:**
- a) The operating, recharging and inspection and maintenance instructions shall be in the form of an etched or embossed metal nameplate or band, or an acceptable pressure-sensitive nameplate attached to the side of the extinguisher body, or in the form of silk-screening of paint directly on the extinguisher body. The marking shall identify the extinguisher as to type of media and shall include the manufacturer's name and model number and the rating and classification of the fire extinguisher.
 - b) The marking shall include a sequential serial number.
 - c) The year of manufacture, or the last two digits of the calendar year, and the factory test pressure shall permanently marked into the extinguisher body or non-transferable nameplate. Extinguishers manufactured in the first three months of a calendar year may be marked with the previous year as the date of manufacturer.
 - d) The marking shall include a reference to the range of temperatures at which the extinguisher is usable, such as acceptable to use at temperature from..... to or the equivalent.
 - e) The applicable statement or the equivalent shall be included in the marking: Recharge immediately after any use.
 - f) The gas cartridge shall be permanently marked with:
 - a. Empty mass in gram,
 - b. Nominal full mass in gram,
 - c. Year of manufacturer, and

- d. Name or code of the manufacturer.
- g) The marking on each extinguisher shall include its exact gross mass or minimum and maximum gross mass, which may be expressed by a tolerance. The gross mass shall include the mass of the charged extinguisher and discharge assembly.
- h) The Extinguisher shall be marked with BIS standard. The use of standard mark will be governed by the provisions of the BIS Act 1986.
- i) Operating instructions: the operating instructions shall be arranged as follows:
 - i. Word "INSTRUCTIONS" shall be at the top of the nameplate.
 - ii. Operating instructions shall be in the form of numerically sequenced photograph. The sequence shall be as follows:
 - ✓ Making ready the extinguisher by disengaging the safety locking device,
 - ✓ Aiming the extinguisher at the base of fire, included recommended distance from the fire at which to begin discharge, and indicating the intended operating attitude of the extinguisher,
 - ✓ Taking whatever action necessary to initiate operation of the extinguishers, and
 - ✓ Describing the intended method of applying the extinguishing media on the fire.
- j) The extinguisher shall be marked with letters "A" indicating their suitability for respective class of fires.

NOTE: All components of above fire extinguishers mentioned above as serial number from 01 to 03 should satisfy the requirements of construction material, dimensions, sizes, ratings, tests criteria and all other requirements as per IS 15683 and it should be overall conforming to IS 15683 with ISI mark.

4) TECHNICAL SPECIFICATIONS OF ABC TYPE Automatic MODULAR FIRE EXTINGUISHER, CAP-5KG

The following important features should be:

- a) An automatic detection and suppression system together in a single unit and should be reusable cylinder.
- b) The system should provide Automatic round the clock protection and non freezing.
- c) The system should be Rechargeable and easy to service.

The following performance required as data given as under:

- a) Propellant should be used as Nitrogen Gas.
- b) Working pressure should be 7 to 15 kgs/cm².
- c) Testing pressure should be 35 kgs/cm².
- d) Area of protection should be 3.5 to 4.0 meter square and volume protection should be 8.0 m³
- e) Feasible to hang vertically above risk is 1.5 to 2.0 meter.
- f) Operation time should be 99% in 10-15 seconds.
- g) Extinguishing media should be used **ABC (mono ammonium phosphate- MAP-90)** powder.
- h) The cylinder should be MIG welded M.S. Body 2mm CRC Sheet upper part of which is fitted with adapter or flange for fixing on ceiling wall and below part fixed automatic release Nozzle based on Sprinkler technology unlike the sprinkler nozzle is gas tight the release temperature is adjusted with sprinkler bulb as 57 to 68 degree centigrade with pressure gauge fitted for instant verification of reliability of every unit.
- i) Nozzle should give more than 95% discharge and scattering cone on 40 to 45 degree angle.

G. ANNUAL MAINTENANCE AND REFILLING OF THE FIRE EXTINGUISHER THE FOLLOWING SCOPE OF WORK:-

- 1) AMC will include minimum **ONE** visit in a year and any number of breakdown calls.
- 2) Inspecting, weighing and cleaning of all fire extinguishers.
- 3) Changing of water in water CO2 type fire extinguishers.
- 4) Removing dust/corrosion and polishing metal parts.
- 5) Greasing of moving/other metallic parts where greasing is required.
- 6) Pressure testing of fire extinguishers and changing of components, if required.
- 7) Refitting of wall brackets etc. if these are found to be loose or if they are located at wrong/inconvenient place.
- 8) The refilling and maintenance of the fire extinguishers and periodicity of Refilling, Hydraulic Pressure testing should be as per IS-2190-2010. The refill packs/materials will be used as per BIS marked.
- 9) The periodicity of refilling of different types of fire extinguishers may be decided by the bank keeping in view of the staff training and weather conditions of the location of the branch/office.

a) **SCHEDULE FOR REFILLING, SERVICING & MAINTENANCE:**

S. No.	Type of Extinguishers	Schedule for Refilling	Schedule For Servicing & Maintenance
i.	Water Type Extinguishers	Once in Year	Once in a Year
ii.	Dry Powder Type Extinguishers (BC/ABC)	Once in Year	Once in a Year
iii.	Carbon Dioxide Type Extinguishers	Once in Year or if the weight is reduced by more than 10% of mass.	Once in a Year
iv.	ABC type Automatic Modular Fire Extinguisher.	Once in two Years or if pressure gauge needle falls in negative zone.	One in a Year.

NOTE: - All extinguishers shall be maintained as per IS: 2190:1992 (Reaffirmed 2002). In corrosive environments, it is desirable to have the discharge test carried out at half the frequency mentioned above or as per Bank's instructions.

b) **SCHEDULE FOR HYDRAULIC PRESSURE TESTING (HPT):**

S. No.	Type of Extinguishers	Schedule of test interval For HPT	Test Pressure (Kg/Cm2)	Pressure Maintained For (Time in Minutes)
i.	Water Type (Gas cartridge / Stored pressure) Extinguishers	Once in a 3- years	35.0	2.5
ii.	Dry Powder Type (Gas cartridge / Stored pressure), (BC/ABC) Extinguishers	Once in a 3- years	35.0	2.5
iii.	Carbon Dioxide Type Extinguishers	Once in a 5- years	250.0	2.5

NOTES: -

- a) **Every extinguisher with Cap** shall be hydraulically pressure tested (HPT) as per the schedule given above. Extinguisher which fails in this requirement shall be replaced. Test certificates have to be submitted in the branch/office.
- b) The carbon dioxide type fire extinguishers shall be pressure tested every time when the cylinders are sent for recharging (after periodic discharge test or otherwise) to the pressure specified in IS:2190.
- c) In case of Fire Extinguisher while servicing, if any refill is found to be leaked or pressure has gone down, fully or partially or any other defect is found, the same will be brought to notice of the Branch Manager. Accordingly the refilling will be done only after rectification of the defect, notwithstanding the periodicity of refilling.
- d) Please note that refilling/servicing/maintenance of fire extinguishers is a continuous process and it is required to be carried out once a year or earlier (in case, the extinguisher has been used to extinguish fire). The due date for refilling/servicing/maintenance must be strictly adhered to and no delay will be acceptable.
- c) **LIFE OF FIRE EXTINGUISHERS :**

S. NO.	TYPE OF FIRE EXTINGUISHERS	LIFE TIME IN YEARS
i.	Water Type (Gas cartridge/Stored pressure) Fire Extinguishers	10 Years
ii.	Dry Powder Type (Gas cartridge/Stored pressure), (BC/ABC) Fire Extinguishers	10 Years
iii.	Carbon Dioxide Type Fire Extinguishers	15 Years

NOTE: Life of extinguishers shall be considered from date of manufacture of extinguishers. In case of failure in hydraulic pressure testing, extinguisher shall be rejected immediately before the life time given above.

H. PERFORMANCE GUARANTEE DEPOSIT & PENALTY:

- a) New fire extinguisher shall be installed as per directives of LHO / Zonal Office/RBOs/Branches of the Bank as per their requirements. New installation to be completed within 15 days of the receipt of the work order failing which 10% penal charges per week from the work order will be levied and deducted from the bill. Refilling to be done within 7 days of due date otherwise 10% penalty will be deducted from entire bill.
- b) Refilling and maintenance of the extinguishers to be completed within 15 days of the receipt of the work order *Beyond 15 days of getting the work order shall attract Rs. 50/- per day to a maximum of 10% of the total value of the work order shall be imposed for the delay period. This will cater for penalty for the delay in services of refilling & maintenance/installation period of the equipment at the branches/offices.*
- c) *In case of supply of sub standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, the contract with the company will be cancelled without prior notice and **firms will be delisted or blacklisted from the Bank.** Performance Guarantee of Rs.50,000/-(Rupees Fifty Thousand only) shall be*

*kept in **Premises & Estate Department, LHO, Patna** towards supply of sub standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, by the firm in any of the branch in allotted region. This Performance Guarantee is liable to be forfeited.*

Certified that:

- a) We have understood the technical specifications thoroughly and are acceptable to us.
- b) If the work order in whole or part is placed with us, we would be able to supply the above mentioned equipment to the State Bank of India, **Patna Circle**.
- c) We understand that all concerned paper related to the BIS is required to be submitted for individual types and capacities of Fire Extinguishers. Without submission of these valid papers it will be liable for disqualification from empanelment.
- d) I have read and accept, all terms/conditions/criteria other aspects mentioned in this document unconditionally.

Signature with Seal

PLACE:

DATE:

(On the Bidder's Company letter head)

Letter No.

Date:

**Asst General Manager (P & E),
Premises & Estate Department,
SBI, Local Head Office, Gandhi Maidan (W),
Patna – 800 001**

Dear Sir,

APPLICATION FOR SUPPLY, INSTALLATION, REFILLING AND MAINTENANCE OF FIRE EXTINGUISHERS AS PER BIS AND EMPANELMENT OF SAME FOR VARIOUS BRANCHES / OFFICES / ATMs OF STATE BANK OF INDIA LOCATED IN STATE OF BIHAR AND JHARKHAND.

With reference to your advertisements vide reference no. dated for the captioned subject. We enclose herewith our company profile in the format (**Form-2**) along with necessary supporting papers with an additional set of its Xerox copies duly signed and sealed by the authorized signatory Shriof the firm with refundable participating fees of Rs. 5000/- (Rupees Five Thousand only).

2. We confirm that our Annual Turnover for last three years is under:-

S.No.	Financial Year	Turnover (Lakhs)
i.	2018-19	
ii.	2019-20	
iii.	2020-21	

3. A copy of the authorization letter is enclosed. We confirm that the details furnished by us are true and correct. We undertake to produce the original of all the papers / documents attached herewith as and when asked for by the Bank and shall extend all assistance to the Bank Authorities for the purpose of empanelment.

4. We are agreeable to the terms and conditions enumerated in the advertisement and to submit **in case of our being empanelled**, a Security Deposit in the form of Bank Guarantee amounting **Rs. 50,000/-** (Rupees Fifty Thousand only) in favor of the State Bank of India, payable **at Patna**.

5. We clearly understand & undertake that mere submission of application does not guarantee for our empanelment and Bank's decision in this regard will be final and binding on us. We submit this application in token of our acceptance of the terms & conditions laid down in this advertisement.

6. We confirm that we have not been disqualified / blacklisted by any Govt. Deptt / RBI / PSU bank or any other organization for supply and maintenance of Fire Extinguishers. We also agree that in case any poor performance is received from any of our clients our Bid will be rejected / disqualified.

7. We also confirm that the above products meet the Technical specifications/ features, as per the TENDER.

Thank you,

Yours faithfully,

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

E-Mail address

Contact No

(Letter to the bank on the OEM's Letter Head in Original)

To

**Asst General Manager (P & E),
Premises & Estate Department,
SBI, Local Head Office, Gandhi Maidan (W),
Patna – 800 001**

Dear Sir,

SUBJECT: AUTHORIZATION FOR NEW SUPPLY, INSTALLATION AND REFILLING & MAINTENANCE OF FIRE EXTINGUISHERS

We _____ registered office at _____ having joint venture / authorized dealer etc. with _____, who are established and leading manufacturer of Fire Extinguishers, do hereby authorize M/s _____ having their _____ registered _____ office _____ at _____ to submit quote, negotiate, supply, install and provide after sales support for our range of under mentioned products quoted by them to meet the above mentioned tender:-

S. No	Product	Make/Brand	Remarks
1.	CO2 Fire Extinguisher (Portable/trolley) 3/4.5/6/9/22.5 Kg Capacity)		
2.	DCP/ABC Type Fire Extinguisher (Stored Pressure /Cartridge type) 2.0/4/6/25 kg capacity		
3.	Water Type (Gas cartridge / Stored pressure) Extinguishers 9Litre capacity		
4.	Automatic Modular Type ABC Fire Extinguisher 5.0 kg capacity		

- We also confirm that the above products meet the Technical specifications/ features as per the RFP.
- We as OEM are responsible that the Service Provider uses genuine products. We will conduct Audit of the products being installed by the Service Provider, as and when required by the Bank without any extra cost, as a service support to the Bank.
- We hereby confirm to extend our **back to back technical support** and meet warranty terms of 1 year for portable and 3 years for modular fire extinguishers. Also, we as an OEM assure that the quoted models are not end of life and necessary spares would be provided at cost to bidder for period of three years, as per OEM standards for this tender/project.
- We will submit a certificate annually on 31st March for the total number of new supply of fire extinguishers for SBI to the agency.

Thanking you,

Yours faithfully,
Authorized Signatories

(Name & Designation, seal of the OEM)
Contact No, E-Mail Address

FIRE EXTINGUISHERS SUPPLIED DURING LAST THREE YEARS

S. NO.	BLOCK - YEAR	NO. OF EXTINGUISHERS SUPPLIED						
		Water -CO2 (9 Liter)	Co2 – Type (4.5kg)	CO2 – Type (22.5 Kg)	DCP- (ABC – Type) (2/4/6kg)	DCP - (BC- Type) (5.0/6/25kg)	Modular ABC Type 5/10kg	OTHERS
1.	2018-19							
2.	2019-20							
3.	2020-21							
TOTAL								

Note: -

- a) Relevant documents as a proof to be enclosed.
- b) **CERTIFICATE-** Certified that all the information given above and in all document submitted for empanelment with the Bank for Fire Extinguisher Supply & Refilling is true to the best of my/our knowledge. It is understood that in case any claim/information is found to be incorrect the application shall be rejected or if found after empanelment the Bank may delist/blacklist and take other legal action.
- c) Please add rows where required. Where copies of Application Documents /certificates are required to be furnished certified true copies.

(Authorized signatory)

SEAL OF THE FIRM

Date:

Place:

Appendix – B

a. DETAILS OF WORKS (SUPPLY & AMC) CARRIED OUT DURING LAST FIVE YEARS BY THE FIRM

S. No	Name of the work	Organization & Place	Cost of work	Year of Execution	Name of the Authority under whom work is executed with their address and contact numbers	Remarks as Work completed / Work in Progress
i.						
ii.						
iii.						
iv.						
v.						
vi.						
vii.						
viii.						
ix.						
x.						
xi.						

b. DETAILS OF EMPANELMENT WITH FINANCIAL INSTITUTION (FI)

S. No	Name of the Financial Institution (FI)	Date Since Empanelled	Fire Extinguishers Being Supplied	Satisfactory Completion certificate attached (as Annexure)
1.				
2.				
3.				

Note: Please enclose supporting documents (i.e. work order / certificates) of work experience issued by the client.

(Authorized signatory)

Date:

Place:

SEAL OF THE FIRM