

<b>NIT NO</b>	<b>SBIRB/2022-23/01</b>
<b>DATE</b>	<b>08/04/2022</b>



**STATE BANK INSTITUTE OF RURAL BANKING**  
**(SBIRB), HYDERABAD**  
**INVITES**

**TENDER FOR**

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**COMPREHENSIVE ANNUAL OPERATION AND MAINTENANCE CONTRACT  
OF 50 KLD CAPACITY E- SEWAGE TREATMENT PLANT (ELECTRO-  
COAGULATION METHOD) AT STATE BANK INSTITUTE OF RURAL  
BANKING, LINGAMPALLY, HYDERABAD.**

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**PART-A**

**Last date for submission of tender: 28/04/2022 by 3.00 PM**

**The Assistant General Manager (Admin.)**

State Bank Institute of Rural Banking,

Lingampally, Hyderabad-500019

Phone: 040-23463304, 306

## NOTICE INVITING TENDER

1.	Name of Work	<b>COMPREHENSIVE ANNUAL OPERATION AND MAINTENANCE CONTRACT OF 50 KLD CAPACITY E- SEWAGE TREATMENT PLANT (ELECTRO-COAGULATION METHOD) AT STATE BANK INSTITUTE OF RURAL BANKING, LINGAMPALLY, HYDERABAD.</b>
2.	Estimated cost per annum	<b>₹4,56,000.00+ GST</b>
3.	Earnest Money Deposit	<b>Rs.5,000/-</b> Drafts/BCs shall be in favor AGM(Admin), SBIRB, Hyderabad. Payable at Hyderabad. annual in the form of DD/FBG.
4.	Security Deport	5% of the contract value per annum in the form of DD in favour of AGM (Admin), SBIRB, Hyderabad. Payable at Hyderabad.
5.	Availability of tender document	<b>From 08.04.2022 To 28.04.2022</b>
6.	Last date and time of receipt of tender	<b>On or Before 28.04.2022 by 3.00 PM</b>
7.	The address at which the tenders are to be submitted	<b>The Assistant General Manager (Admin)</b> State Bank Institute of Rural Banking(SBIRB), Lingampally, Hyderabad-500019 Phone: 040-23463304, 306.
8.	Date and time of opening of tender	<b>28.04.2022 by 3.30PM</b>
9.	Place of opening tenders	<b>The Assistant General Manager (Admin)</b> State Bank Institute of Rural Banking(SBIRB), Lingampally, Hyderabad-500019 Phone: 040-23463304, 306.
10.	Period of contract	<b>period of contract is for 3 years, subject to review of satisfactory services after completion of every year.</b>
11.	Validity of offer	90 days
12.	Payment terms	Payment will be made Quarterly after successful completion of respective Quarter subject to statutory deductions. No advance payments. Invoice should be submitted along with (1) LAB

		test report as per CPCB Norms or TSPCB whichever is stringent(2)Sludge removal/disposal details from SBIRB campus.
13.	Penalty clause	<p>1.If the Contractor fails to attend any complaint /defect indue course of time and in the opinion of SBIRB AGM Admin, delay is on the part of Repair and Maintenance agency, the employer can impose liquidated damages on the contractor asa penalty @ 0.5% of the value of CAMC per week of delay subject to a maximum penalty of 5% of the annual contract value of work per instance would be strictly imposed.</p> <p>2.The contractor should ensure that the operator should attend duty 26 days per month. If operator not attending the duties, penalty of ₹2000/- per day will be imposed.</p> <p>3.Contractor should ensure that foul smell should not come out of treated STP water. if foul smell continues for more than 3 days, penalty of ₹1000/-per day will be imposed.</p> <p>4.Sludge not removed for more than 90 days, penalty of ₹5000/- per quarter will be imposed.</p>
In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.		
SBI has the right to accept/reject any/all tenders without assigning any reasons even after opening of price bid also.		
		SD/- Assistant General Manager (Admin)

### **1. INTERPRETATION**

In constructing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires.

In this connection, the following terms shall be interpreted as indicated below:

- i. **"The Employer/Bank"** means the SBIRB and any of its employees representative authorized on their behalf.
- ii. **"Bidder"** means an eligible entity/firm submitting the Bid in response to this tender.
- iii. **"Bid"** means the written reply or submission of response to this Tender.
- iv. **"The Contract"** means the agreement entered into between the Bank and the Contractor, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- v. **"Vendor/Contractor"** is the successful Bidder to whom the work has been awarded
- vi. **"The Contract Price"** means the price payable to the Vendor under the Contract for the full and proper performance of its contractual obligations.
- vii. **"The Equipment/Product"** means all the component which the Vendor is required to supply to the Bank under the Contract.
- viii. **"The Works/Project"** shall mean the works to be executed or done under this contract.
- ix. **"The Project Site"** means location where STP is located.
- x. **"The BOQ"** shall mean the schedule of quantities as specified and forming part of this contract.

Words importing persons include firms and corporations. Words importing the singular only, also include the plural and vice versa where the Context requires.

## 2. **INSTRUCTIONS TO THE TENDERERS**

### 1.0 **SCOPE OF WORK**

As enclosed below

### 2.0 **SITE AND ITS LOCATION**

The proposed work is to be carried out at the site whose address is given in the NIT.

### 3.0 **BID DOCUMENTS**

3.1 The work has to be carried out strictly according to the conditions stipulated in Bid consisting of the following documents and in the most workman like manner,

- NIT
- General Conditions of Contract
- Price Bid

3.2 The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below :

- Price Bid
- General Conditions of Contract
- NIT

3.3 Complete set of Bid documents can be downloaded from the Bank's website <http://www.sbi.co.in> under "SBI in the News" link "procurement news" and also at our e-procurement agency's portal <https://etender.sbi> during the period mentioned in the NIT.

### 4.0 **BID PREPARATION:**

4.1 The Bidder must visit the site and inspect and obtain himself on his own responsibility and his own expenses all necessary information.

### 5.0 **CLARIFICATION /AMENDMENTS AND CORRIGENDUM:**

5.1 Bidder requiring any clarification of the bidding document may notify us in writing at the address/by e-mail given in the NIT within the date/time mentioned.

5.2. The clarifications to the queries received or amendments in the tender will be posted on the Bank's website and e-tender portal as a corrigendum /Addendum. No individual communication will be conveyed to the Bidders. The

interested parties/Bidders are advised to check the above website regularly till the date of submission of Bid document and ensure that clarifications / amendments issued, if any, have been taken into consideration before submitting the Bid. Such amendments/clarifications, if any, issued by the Bank will be binding on the participating Bidders. SBIRB will not take any responsibility for any such omissions by the Bidder. SBIRB, at its own discretion, may extend the deadline for submission of Bids in order to allow prospective Bidders a reasonable time to prepare the Bid, for taking the amendment into account.

5.3. SBIRB reserves the right to amend, rescind or reissue the tender, at any time prior to the deadline for submission of Bids.

5.4. No request for change in commercial/legal terms and conditions, other than what has been mentioned in the tender or any addenda/corrigenda or clarifications issued in connection thereto, will be entertained and queries in this regard, therefore will not be entertained.

5.5. Queries received after the scheduled date and time will not be responded / acted upon.

5.6 **TENDER FEE: NIL**

**6.0 EARNEST MONEY DEPOSIT (EMD):**

6.1 The Bidder shall submit, as part of its Bid, an EMD as stipulated in the form of Demand Draft or Banker's Cheque in favour of AGM(Admin), SBIRB, Hyderabad payable at Hyderabad drawn on any Bank in India

6.2 EMD in any other form other than as specified above will **not be accepted. Bid not accompanied by the EMD as above shall be rejected.**

6.3 No interest will be paid on the EMD.

6.4 The EMD of the unsuccessful Bidder shall be refunded soon after the decision to award the contract is taken, without interest.

6.5 EMD of successful Bidder will be retained as a part of security deposit. EMD will be returned by SBIRB after the submission of 5% Security Deposit .

6.6 The EMD shall stand absolutely forfeited:-

a. if the finally selected bidder revokes his Bid at any time during the period when he is required to keep his Bid open for acceptance by the SBIRB

(or)

b. after the bid is accepted by SBIRB, the vendor fails to enter into a formal agreement with the SBIRB

6.7 If the tendering process is delayed for any reason, the SBIRB will insist on the revalidation of the DD and the bidder has to get it revalidated and submit again.

6.8 EMD is exempted in case of submission of valid MSE certificate in respective category.

## **7. The tender process will be in two cover system.**

**Envelope One:** (1) This envelope will contain the required EMD

(2) Proof of service sites/ Established office in Hyderabad.

(3) Copy of work order/ agreement and satisfactory service certificate from the Clients( each work not less than 20 KLD e-STP each site).

**NOTE: TENDER WILL BE REJECTED IF THE TENDERER FAILS TO SUBMIT THE REQUIRED EMD AND WILL BE RETURNED WITHOUT OPENING THE PRICE BID.**

**Envelope Two:** This envelope will contain the price bid i.e. cost of the work. All the tenderers are requested to note that SBI will not accept any conditional tender and the tender will be rejected if any tenderer found quoted conditional tender and if the same are not withdrawn at the time of opening of tender / price bid. All conditions if any to be loaded with rate. The rate should be exclusive of GST payable and necessary insurance for the labour and machinery.

**ENVELOPE THREE: Envelope 1 and Envelope 2**

## **8.0 RATES QUOTED BY BIDDER**

8.1 The CAMC charges quoted shall be firm and shall include costs of all materials, loading, unloading, transport charges, wastage, levies, Octroi(if applicable), local body taxes(if applicable), all types of Insurance Charges, overheads, profit, statutory expenses, incidental charges etc. and all related expenses to complete the successful running of E-STP

8.3 No extra charges will be paid over and above the contract amount on account of any other charges (wear & tear) or on any other account. In case of additional shifts required by the SBIRB, operation charges will be paid accordingly.

8.4 **The GST shall be paid extra as applicable.**

8.5 Any request for review of the price bid after the opening will not be entertained.

## **9.0 OPENING AND EVALUATION OF BIDS**

9.1 The Bids will be opened at the office of the AGM(Admin), SBIRB, Lingampally at Hyderabad. Representatives of Bidder may be present during opening of technical/financial Bids. However, Bids would be opened even in the absence of any or all the bidder's representatives.

9.2 In the two bid system, the technical bids will be opened at the scheduled time mentioned in the NIT. In case, if the date of opening is declared as nonworking day or Holiday, the bids will be opened on the next working day.

## **10.0 BID EVALUATION:**

10.1 SBIRB will examine the Bids to determine whether they are complete, on required formats & accompanied by supporting Documents and the Bids are conforming to all the terms and conditions of the Bidding Document without any deviations or conditions and are generally in order.

10.2 All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected. However, SBIRB will have right to demand submission of more information as required, if any of the document is partly submitted. If the bidder does not respond within the stipulated time, SBIRB will reject or disqualify the bid.

10.3 During evaluation of bids, the SBIRB may, at its discretion ask the bidders for clarification of its bid. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the initiative of the bidder shall be entertained.

10.4 The tenders must be unconditional. Conditional tenders leading to unknown / indefinite liability may be summarily rejected.



10.5 Only those Bidders who qualify in Technical evaluation would be shortlisted and the reverse auction will be conducted.

### **11.0 VALIDITY OF BID**

Bids shall remain valid and open for acceptance for a period stipulated in this document from the date of opening of price bid. If the Bidder withdraws his/her offer during the validity period or makes modifications in his/her original offer, which are not acceptable to the SBIRB, without prejudice to any other right or remedy, the SBIRB shall be at liberty to forfeit the EMD.

### **12.0 CONTACTING THE BANK:**

12.1 No Bidder shall contact SBIRB on any matter relating to its Bid, from the time of opening of Price Bid to the time the Contract is awarded.

12.2 Any effort by a Bidder to influence SBIRB in its decisions on Bid evaluation, or contract award may result in rejection of the Bid.

### **13.0 SBIRB'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS**

13.1 SBIRB reserves the right to accept or reject any Bid in part or in full or to cancel the Bidding process and reject all Bids at any time prior to award of the contract, without incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the SBIRB's action.

13.2 The acceptance of a tender rests with the Competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons.

### **14.0 SIGNING OF AGREEMENT**

The successful Bidder shall be bound to execute the Agreement within 15 days from the receipt of intimation of acceptance of his Bid by SBIRB. However, the written acceptance of the Bid by the Bank will constitute a binding agreement between the SBIRB and successful Bidder pending execution of formal agreement. All expenses, stamp duty and other charges/ expenses in connection with the execution of the Agreement as a result of this tendering process shall be borne by the successful bidder.

### **15.NA**

## **16. NA**

### **17.0 PERIOD OF CONTRACT**

17.1 **Period of contract is for 3 years,**

17.2 However, SBIRB reserves the right to review the services after the end of every year and extend the services for the subsequent year subject to satisfactory performance during the preceding year.

### **18.0 PAYMENT TERMS**

18.1 Advance payment will not be paid.

18.2 Quarterly CAMC charges as per the contract amount shall be paid at the end of the every quarter subject to deduction of TDS as applicable.

18.3 **GST as applicable shall be paid extra** and the same shall be clearly shown in the invoices.

18.4 Payment shall be made by way of Electronic fund transfer and the bill will be paid by the Branch / user department. Bidder should furnish details of the SBIRB A/c no, IFSC code along with their invoices.

### **19.0 GST:**

19.1 **Contractor should have GST Registration Number. It is the responsibility of the bidder to ensure that the GST is valid and active. Payments will not be made to inactive or invalid GST invoices.**

19.2 Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. Non-GST invoices will not be accepted.

19.3 Invoice should specifically disclose the amount of GST levied at applicable rate as per GST provision.

19.4 In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment

19.5 Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor

19.6 The GST Number of State Bank of India for Telangana State - 36AAACS8577K1ZQ

### **20.0 SECURITY DEPOSIT**

20.1 **5% of the annual contract value** shall be kept as retention money (Performance Guarantee) during the contract period, which will be forfeited in case of poor performance or non performance. Any of the deliverables not being delivered for more than 2 days in a quarter would mean "poor performance". The Contractor shall submit the Security Deposit along with the Agreement.

20.2 The total security deposit amount shall be refunded without interest to the contractor 15 days after the expiry of the contract period, provided he has satisfactorily during the course of the contract.

20.3 In case of failure on the part to do so, all compensation or other sums of money payable by the Contractor to SBIRB under the terms of this contract, will be deducted from the security deposit, or from any sum that may become due to the Contractor on any account whatsoever.

## **21.0 PENALTY CLAUSE**

21.01 If the Contractor fails to attend any complaint /defect indue course of time and in the opinion of SBIRB AGM Admin, delay is on the part of Repair and Maintenance agency, the employer can impose liquidated damages on the contractor asa penalty @ 0.5% of the value of CAMC per week of delay subject to a maximum penalty of 5% of the annual contract value of work per instance would be strictly imposed.

21.02.The contractor should ensure that the operator should attend duty 26 days per month. If operator not attending the duties, penalty of ₹2000/- per day will be imposed.

21.03.Contractor should ensure that foul smell should not come out of treated STP water. if foul smell continues for more than 3 days, penalty of ₹1000/- per day will be imposed.

21.04.Sludge not removed for more than 90 days, penalty of ₹5000/- per quarter will be imposed.

## **22.0 LOG Book**

20.01. The log book should be maintained by the operator and the copy of the log book should be submitted along with quarterly invoices and as when called upon by the Officer-in charge.

22.02 The contractor shall not store the materials and debris near the STP location. The contractors shall be responsible for the custody and security of all materials and equipment at site. No claim for loss or theft will be entertained.

### **23. CONTRACTOR'S EMPLOYEES**

23.1 The Contractor shall employ technically qualified / having appropriate skill and competent persons fully trained and adequately experienced workmen, who are medically fit. They should be free from any contagious diseases. The operator shall be well mannered and properly dressed with shoes etc. The operator shall not over stay in the SBIRB premises or in the odd hours or holidays unless or otherwise required by the Institute for specific reasons like maintenance etc.

23.2 The contractor / firm shall be held responsible for any misdeeds / misbehaviour of their employees within the premises. SBIRB is not responsible for any damages or claims on account of the misbehavior / misdeeds of his employees.

23.3 No employee of the Bank is allowed to work as a contractor for a period of 2 years of his/her retirement from Bank Services without previous permission of the Bank. This contract is liable to be cancelled, if either the contractor or any of his employees is any time to be such a person who had not obtained the permission of Bank as aforesaid before submission of the tender or engagement in the contractor's service.

23.4 Contractor should not engage child labour in any of the activities in this contract. The contractor should fulfill the labour regulation guidelines stipulated by the State/Central Governments.

23.5 The contractor shall not employ person who is not an Indian National.

23.6 Any person supplied by the contractor to be engaged on the work on regular basis or as an alternate arrangement, under the direct order or control of the Employer or his representative shall be deemed to be a person employed by the contractor.

23.7 The contractor shall on the request of the Employer immediately dismiss from works any person employed thereon by him, who in the opinion of the Employer be unsuitable or incompetent or who may misconduct. Such discharges shall not be the basis of any claim for compensation or damages against the Employer or any of their officer or employee.

23.8 In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I.S recommendations, factory act, workman's compensation act, CPWD code and instructions issued from time to time.

23.9 The contractor shall provide necessary training on warning signals and other safety measures while executing the work wherever necessary so as to avoid accident. The SBIRB shall not be responsible for any accident occurred or damage incurred or claims arising there from during the execution of work. The contractor shall also provide all risk insurance policy including third party insurance as may be necessary to cover the risk.

23.10 The Contractor shall be responsible for all the claims of the employees of the Contractor and shall not make and claim whatsoever against the SBIRB. The Contractor's workmen will not have any right whatsoever to get absorbed in the Bank. The Contractor shall be responsible for all statutory requirements e.g. ESI, PF, labour registrations, Insurance coverage etc. The operator is responsible for compliance of all the rules & safety regulations etc.

Central Minimum wages as prescribed by the Labour Act shall be payable to the operator(s) by the contractor as the case may be. The Contractor shall bind himself and keep the Employer saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the Employer in connection with any claim that may be made by any workmen.

#### **24.0 COMPLIANCE OF STATUTORY REGULATIONS**

24.1 As per the prevailing guidelines of the State/ Central Govt. (e.g. Pollution Control Board, Electrical Inspector and Power Distribution Company etc) the permission for installations of DG sets should be obtained and kept with the SBIRB. The statutory fees shall be paid by the Bank but the arrangement and liaisoning with the concerned Govt. Departments shall be under the scope of the Contractor.

24.2 The Contractor shall comply with all the applicable labour laws, rules and regulations relating to P.F. Act including the payment of P.F. contribution, Payment of Bonus Act, Minimum Wages Act, Workmen's Compensation Act, ESI, CL(R&A) Act, Essential Commodities Act, Migrant Labour Act and' or such other Acts or Laws or regulations passed by the Central & State, Municipal and Local Government agency or authority, including T.D.S. as per Income Tax Act, applicable from time to time. The Contractor shall be responsible for

maintaining record pertaining to payment of Wages Act and also for depositing the P.F. contributions, if required, with authorities concerned.

24.3 The Contractor shall indemnify the Employer against all claims in respect of patent rights, designs, trademarks or name or the protected rights in respect of any equipment, machine, work or material used for or in connection with the works or temporary works and from and against all claims, demands, proceedings, damages, costs, charges, and expenses whatsoever in respect thereof or in relation thereto. The Contractor shall defend all actions arising from such claims and shall himself pay all royalties, license fees, damages, cost and charges of all and every sort that may be legally incurred in respect thereof.

## **25.0 INSURANCE & DAMAGE TO PERSONS AND PROPERTY ETC**

25.1 The contractor shall obtain insurance policy towards meeting the liability of compensation arising out of death / injury / disablement of workmen at work.

25.2 In case of any loss or damage occurs, the contractor shall initiate and pursue claim till settlement and promptly make arrangements for repair and / or replacement of any damaged item to the satisfaction of the Bank, irrespective of settlement of claim by the underwriters.

25.3 The contractor shall be responsible for all injury to the work or workmen to persons, animals or things and for all damages to the structural and / or decorative part of property which may arise from the operations or neglect of himself/his employee(s) or of any sub-contractor or of any of his or a sub-contractor's employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract.

25.4 The contractor shall effect the insurance necessary and indemnify the Employer entirely from all responsibility in this respect.

25.5 The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums due to or to become due to the contractor.

## **26.0 TERMINATION OF CONTRACT**

26.1 SBIRB reserves the right to terminate the contract without mentioning the reason there for, by serving a notice of one month.

26.2 The contractor if decides to terminate the contract may do so by serving a notice of 3 months, to allow the SBIRB to identify a suitable agency to continue the services.

26.3 SBIRB shall terminate the contract if the contractor being a company getting liquidated or being a firm getting dissolved or being an individual adjudicated insolvent.

## **27.0 SUBCONTRACTING**

27.1 The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Employer and no subletting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress

## **28.0 FORCE MAJEURE**

28.1 Notwithstanding the provisions of General terms and conditions of the Contract, the Contractor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

28.2 For the purposes of this clause, 'Force Majeure' means and includes wars, insurrections, revolution, civil disturbance, riots, terrorist acts, public strikes, hartal, bandh, fires, floods, epidemic, quarantine restrictions, freight embargoes, declared general strikes in relevant industries, Vis Major Act of Government, impeding reasonable performance of the Contractor and / or Sub-Contractor but does not include any foreseeable events, commercial considerations or those involving fault or negligence on the part of the party claiming Force Majeure.

28.3 If a Force Majeure situation arises, the Contractor shall promptly notify the SBIRB in writing of such condition and the cause thereof. Unless otherwise directed by the SBIRB in writing, the Vendor 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.

**29.0 DISPUTES:**

29.1 All disputes or differences whatsoever arising between the parties out of or in connection with this contract or in discharge of any obligation arising out of the Contract whether during the progress of work or after completion of such work and whether before or after the termination of this contract, abandonment or breach of this contract), shall be settled amicably.

**30. Governing Language:**

All communication with respect to the Bid, clarifications, replies, contract documents etc shall be in English.



### **3. ELIGIBILITY CRITERIA**

Bidders meeting the following criteria are eligible to submit their Bids along with self attested supporting documents listed below. If the Bid is not accompanied by all the required documents supporting eligibility criteria, the same would be rejected:

<b>Sr. No.</b>	<b>Eligibility Criteria</b>	<b>Documents to be submitted</b>
1	The bidder must be a Firm / Proprietary / Partnership / Company registered under Companies Act with an experience of minimum 07 years in the field of CAMC of e-STP as on <b>31.03.2022</b> .	In case of Proprietorship concerns copy of Shop License/Registration and the GST Registration certificate. -In case of firms, Copy of the firm registration Certificate and GST Registration. -In case of company, copy of certificate of incorporation issued by Registrar of Companies and full address of the registered office plus GST registration certificates. -In case of Partnership firm, the registered partnership deed to be submitted
2	Three similar completed works of CAMC of minimum 20 KLD E-STP each (OR) Two similar completed CAMC of minimum 25 KLD E-STP each (OR) One similar completed CAMC of minimum 40 KLD E-STP	Copy of the work order and work completion certificates issued by the principal Employers specifying following information relating to the works carried out during the period from <b>01.04.2015 to 31.03.2022</b> : 1. Scope of work. 2. Contract value & Period of the Contract 3. Name of the Site. 4. No. of staff deployed by the contractor 5. Date of commencement and completion of the contract 6. Monthly payment

		7.Satisfactory Report Note: (i) Renewal of annual contracts shall be considered as a single contract. (contract value will be considered for maximum of 12months ).
	<b>Note:</b> "Similar Completed Work" under this clause shall mean successful completion of E-STP for Scheduled Banks - PSU, Private, Cooperative Banks etc.	
3	The bidder should have a minimum average annual turnover of ₹1.38 lakh for the best three years out of 5 years (as on 31-03-2022). Audited / Certified Balance Sheet (by Chartered Accountant) for the years 2016-2017, 2017-2018, 2018-19, 2019-20 and 2020-2021 2021-22 (establishing the turnover criteria should be submitted.	(i) Copies of the audited P&L Account and Balance Sheet duly Certified by the Chartered Accountant including 3CA/3CD and auditor notes and accounts. (ii) Copies of returns submitted to the Tax authorities such as IT & Service Tax etc.
4	The Bidder should have applicable and <b>valid registrations</b> with statutory authorities, viz. Income Tax, Goods & Service Tax, Labour License under section 12(1) of the Contract Labour regulation and Abolition) Act, 1970., Employees Provident Fund Organisation (EPF), Employees State Insurance (ESI) Corporation, PAN etc.	Certified copies of supporting documents to be uploaded. 1.PAN Card 2.GST Registration 3.Labour License 4.EPF Registration 5.ESI Registration
5	Bidder should have service centre / an Office in the State of Telangana	Address Proof of the firm should be submitted.
6	Bidder should not have been disqualified / debarred / blacklisted from any Governments, Semi-governments, PSUs, Banks	Suitable declaration to this effect to be submitted on the Letter Head of the bidder duly signed by the Authorised Signatory only.

	including any of the Offices/Branch of State Bank of India Pan India, Multi-National Corporations or involved in any illegal activity or financial frauds.	
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Copies of the Documentary evidences must be furnished against each of the above criteria along with an index. All documents must be signed by the authorized signatory of the bidder. Relevant portions, in the documents submitted in pursuance of eligibility criteria, should be highlighted.

#### **4. SCOPE OF WORK**

##### **1. COMPREHENSIVE ANNUAL OPERATION AND MAINTENANCE CONTRACT OF 50 KLD CAPACITY E- SEWAGE TREATMENT PLANT (ELECTRO-COAGULATION METHOD) AT STATE BANK INSTITUTE OF RURAL BANKING, LINGAMPALLY, HYDERABAD.**

**2. Minimum Manpower required per shift of 8 hours:**

##### **3. Common Sewage Treatment plant:**

- i. Collection of sample Sewage from individual units at the point of discharge to SBIRB sewer, conducting tests on them to ascertain that these are within the standards fixed by TSPCB, informing SBIRB of the results and initiating remedial action.
- ii. The treated wastewater should comply with the standards given in consent order by TSPCB/CPCB/PCB/IS standards with (not limited to) following parameters:
  - a. pH Value 6.0 to 9.0
  - b. BOD 250mg/l
  - c. COD 500mg/l
  - d. Total Suspended solids 400mg/l
  - e. Total nitrogen as N 20 to 40mg/l
  - f. Total Phosphates as P 4 to 8mg/l and etc.,
- iii. Name and detailed description of chemicals to be used for treatment if required and the specification may be mentioned.
- iv. Contractor should provide all Tools & Tackles as required for proper functioning of STP.
- v. All disciplinary rules and regulations as enforced are to be followed by the workforce of the Contractor during their stay at the premises. Uniforms and safety kit etc. have to be provided to the staff by the successful firm/ contractor/agency.
- vi. All the materials, spare parts, consumable such as oil, grease Motor repairs, Tank repairs, E cell, Ionizer etc. will be arranged by successful firm/ contractor/agency.

- vii. The Contractor should submit the preventive maintenance schedule for SBIRB approval and its implementation.
- viii. The instruction/s given to the Contractor from time to time should be properly carried out and necessary records of action taken should be maintained in a Log Book.
- ix. Any damages caused by the Contractor in existing facilities while carrying out the work shall be made good by the contractor to SBIRB entire satisfaction at their own risk and cost.
- x. The contractor should fulfill all statutory requirements pertaining to satisfactory performance of the job etc.
- xi. No advance payment will be made to the Contractor. Quarterly payment/s will be released after submission of bill and satisfactory completion of job, SBIRB Hyderabad.
- xii. Dismantled / replaced parts should be handed over to SBIRB.
- xiii. The qualified contractor/firm/agency should submit copies of certificates of PF Code No. and registration under Contract Labour (Abolition / Regulation) Act, 1970 along with Tender documents and with each RA bill and the Contractor having no such registration number, the necessary deductions will be made as per the Govt. Rules.
- xiv. All the contractor's employees posted and working in SBIRB premises for the abovementioned work should be covered under ESIC making statutory contribution under ESIC Act as per Govt. laws.
- xv. The Contractor shall take necessary insurance to cover the entire workmen's compensation act and also in respect of any other person on account of accident at site.
- xvi. The contractor shall comply with all existing labour legislations and Acts, Provisions as applicable, such as Contract Labour Regulation Act, Workmen's' Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act etc. For any lapse or breach on the part of the contractor in respect of non-compliance of any labour legislation in force during the validity of the contract, the contractor would be fully responsible and would indemnify the Institute, in case the Institute is held liable for the lapse if any, in this regard. The contractor shall have to make own arrangements for the accommodation of his staff outside the premise of SBIRB.
- xvii. SBIRB shall not be responsible for the release of benefits, such as Provident Fund, ESI, Pensionary benefits or allowances to the staff employed by the contractor. Excess payment due to any

changes in the Minimum Wages Act or in any other labour legislation/provisions or other statutory obligations during the validity period of the contract shall be the responsibility of the contractor.

- xviii. Work involves operation and maintenance of Sewage Treatment Plant, filtration Plant, Pump Set, spare and Electric Driven Pump Set etc.
- xix. The tenderers are required to visit the plants site to see the actual installation themselves to assess the quantum of work involved before submitting the tender. Once the tender is submitted, it will be presumed that the tenderer has seen and understood the complete work involved for each of the system.

## **5. DUTIES AND OBLIGATIONS:**

### **a. Duties of Operators & Staff Employed:**

- i. The Contractor should submit the names of the person engaged for the work and they have to report to the AGM(Admin.) SBIRB on day-to-day basis. Persons employed should not be changed frequently and every person employed for the work has to obtain proper Gate Pass from Administration Department of the institute.
- ii. Operation and the maintenance of STP system comprising of various pumps, motors, blowers, pipelines, settling tanks, filter unit, etc. together with the electrical panels and connections. The Person employed should have knowledge of Hindi, & Telugu. The Contractor has to keep the area of plant neat and clean.

6. **UNDERTAKING TO BE SUBMITTED BY THE TENDERER**

(To be filled by the tenderer)

**The Assistant General Manager (Admin),  
State Bank Institute of Rural Banking (SBIRB),  
Lingampally,  
Hyderabad-50019**

Dear Sir/s,

**Ref: TENDER  
FOR**

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I/We have examined the above tender and subsequent pre-bid clarifications/ modifications / revisions, if any, furnished by SBIRB and I/We have inspected the site of works and have made me / us fully acquainted with the local conditions in and around the sites of works and offer to undertake Contract as detailed in this tender by submitting my/our online bids in the Bank's e-tender portal.

7. While submitting this Bid, I / We certify that:

- i) The undersigned is authorized to sign on behalf of the Bidder and the necessary support document delegating this authority is uploaded along with the bid.
- ii) We certify that we have not made any changes in the contents of the tender document read with its amendments/clarifications provided by SBIRB, submitted by us in our Bid document.
- iii) The rate quoted in the *price Bids are as per the tender* and subsequent pre-Bid clarifications/ modifications/ revisions furnished by the SBIRB, without any exception.



8. We agree to abide by all the Bid terms and conditions, contents of Agreement and the rates quoted in the bid, which shall remain binding upon us.

4. If our Bid is accepted, we undertake to enter into and execute at our cost, when called upon by the SBIRB to do so, a contract in the prescribed form and we shall be jointly and severally responsible for the due performance of the contract.

5. Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

6. It is further certified that the contents of our Bid are factually correct. We also accept that in the event of any information / data / particulars proving to be incorrect, SBIRB will have the right to disqualify us from the Bid.

7. We understand that you are not bound to accept the lowest or any Bid you may receive and you may reject all or any Bid without assigning any reason or giving any explanation whatsoever.

8. We hereby undertake that our name does not appear in any "**Caution**" list of RBI / IBA or any other regulatory body.

9. We also confirm that we have not been **blacklisted** by any Bank / PSU / State or Central Govt departments for any reasons.

10. We confirm that we do not have any **litigation/cases** pending against us in any Bank / PSU / State or Central Govt departments.

11. We confirm that we are responsible to obtain all necessary licenses, permission, NOC from all the statutory /local authorities for the smooth execution of this contract in SBI premises.

12. We hereby confirm that all the materials/components/spare parts/equipment etc. to be supplied / used as a part of this contract shall be original / new materials / components / parts / equipment only, from respective OEMs of the products and that no refurbished / duplicate / second hand materials/components /parts/ equipment shall be supplied or shall be used.

13. For any type of deviation (to any of above or subsequent instructions), it will be my/ our responsibility to obtain the written instruction of the Engineer-in-charge for the same failing which it shall be deemed that I have carried out any such deviations at my own and I shall be duty bound to replace the all deviated material/ works from the site at my/ our cost as well as I shall be liable to penalized by the SBIRB as deemed fit and for all such loses made thereof, I/ we shall not have any right to arbitrate in any manner.

Yours Faithfully,

**Contractor's**

**Signature**\_\_\_\_\_

Name: \_\_\_\_\_

Address:

\_\_\_\_\_

## **7. APPLICATION FORM**

1	Name of the Company/Organization/firm	
2	Full Postal Address of Organization with Pin code	
3	Contact Details (i) Contact Person  (ii) Phone No.  (iii) Mobile No.  (iv) E-mail ID	.....  .....  .....  .....
4	Year of Establishment (certified copies of documents to be enclosed)	
5	Constitution of Firm (certified copies of documents to be enclosed)	Sole Proprietorship/ Partnership / Private Ltd. / Public Ltd. / Any other (Please specify)
6	Whether registered with the Registrar of Companies / Registrar of firms (if so, mention number and date and upload certified copies of documents as an evidence)	
7	Registration with Govt. Authorities (upload certified copies of documents as an evidence )	

	a. Income Tax (PAN) No.	
	b. Goods & Service Tax no. (GST)	
	c. EPF Registration No.	
	d. ESI Registration No.	
	e. Labour License No.	
8	Names of Directors / Proprietor / Partners / Associates	
9	Bio-data of Directors / Partners / Associates	
10	EMD Details (i) Amount (ii) DD No. (iii) Date of DD  MSME bidders can enclose the validity and category of the MSME certificate.	₹..... ..... ..... / ..... / 2022
12	Yearly turnover of the company/firm/organization during the best 3 years (year wise) out of 5 years and furnish audited balance sheet and Profit & Loss A/c. (Audited) for the last 3 years ending on <b>31.03.2022</b> .	2016-17: ₹..... 2017-18: ₹..... 2018-19: ₹..... 2019-20: ₹..... 2020-21: ₹..... 2021-22: ₹.....  <b>Average of best of 3 year endings:</b> ₹.....

13	Details of Similar works completed during the last 7 years in Scheduled Banks, Financial Institutions, Central & State Govt. Departments / Organizations, Public Sector Undertakings, Multinational National Corporations, IT Companies, Hotels		
14	List of empanelment / enlistment / registration with other Organizations / statutory bodies etc. (If so, furnish their names, category and date of registration):		
Name of the firm/Organization		Category	Year since empanelled
15	Mention if black listed and / or blacklisting proceedings pending with any client. Details of the same, with reasons, to be furnished.		
16	Details of disputes / litigations, if any, during the period of last 07 years.		
17	Whether any penalty imposed by Law Enforcing Agencies such as Labour Department, Sale Tax, GST, etc.		
18	Details of penalty / liquidated damage imposed by any client for defective / delayed / non-compliance of services / work or violation of terms of the contract, during the last 7 years, ended on <b>31.03.2022</b> .		

	If yes, please provide details thereof, with reasons.	
19	Whether firm had been barred from participating in the bidding process or kept in cooling period/under suspension by any client, during the last 7 years, ended on <b>31.03.2022</b> . If yes, please provide details thereof, with reasons.	
20	Please indicate details of any bankruptcy/winding up of proceedings at any point of time in past	

**DETAILS OF ALL 'SIMILAR' WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING BY 31.03.2022.**

(upload supporting documents i.e. Work order and Satisfactory Completion Certificate Obtained from the Clients)

S. No.	Name of Work	Name of the Client (with Brief Address of Concerned Office & Contact No. and e-mail ID)	Date of Agreement with Client	Location and Scope of the Work	Actual Value of the Work	Date of commencement as per contract & actual date of Commencement	Stipulated Date of completion & Actual date of completion	Litigation/ Arbitration pending / In progress with details (if any)
1								
2								
3								

*(Add separate sheet if required)*

Note:

1. Information has to be filled up specifically in this format.
2. The projects mentioned in the above format shall be sorted in the order of cost of the project (Descending order).

**DECLARATION:**

1. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
2. I/We have no objection if enquiries are made about the work listed by me/ us in the accompanying sheets/ annexure.
3. I/We agree that the decision of SBIRB in selection of contractors will be final and binding to me/ us.
4. I/We have read the instructions and I/we understand that if any false information is detected at a later date the empanelment shall be cancelled at the discretion of the SBIRB.

PLACE:

DATE:

SIGNATURE OF CONTRACTOR:

NAME&DESIGNATION :

SEAL OF ORGANISATION :



## 8. CONTRACT AGREEMENT FORMAT

This CONTRACT (hereinafter called the "Contract") is made the ..... day of the month of ....., 2022 between Sate Bank Institute of Rural Banking (SBIRB), Hyderabad, on the one hand (hereinafter called the Employer) and on the other hand..... (hereinafter called the Contractor).

### Whereas

a. The Client has accepted the offer of the Contractor to provide certain services for maintenance of Operation and Maintenance of the Sewage Treatment Plant (STP)/pumps for water supply at its SBIRB CAMPUS (hereinafter called SBIRB) as per Tender notice no. \_\_\_\_\_ DATED: \_\_\_\_\_.

b. the Contractor, having represented to the client that they have the required professional skills, personnel and technical resources, have agreed to provide the services on the terms and conditions set forth in this Contract Agreement.

c. AND WHEREAS....., here in after called the "Contractor" having its office at ..... , have submitted the offer for providing the services, as described under "Duties and Obligations" of the Contract.

Now the Agreement witnesses as under:

The Contractor agrees to perform all such works required for the Operation and Maintenance of the STP/Pumps for water

supply at SBIRB as detailed in the Scope of Work subjected to general conditions of Contract, specific requirements and conditions, duties and obligations of the contractor, notice inviting quotations and other terms of Contract attached to the biddocuments and SBIRB in consideration of the said services rendered by the Contractor agree to pay the Contractor the fee for such services at such accepted rates and in such accepted manner as incorporated in the "TERMS OF PAYMENT" quoted.

This Contract is governed by all and every one of the Clause in the scope of work, duties and obligations of Contractor, general conditions of contract and other terms of contract and terms of payment, annexed to this Agreement and the Contractor and SBIRB hereby agree to abide by the seterms.

In witness thereof the parties of this Agreement, viz., the Contractor and SBIRB have herein got their hands this ..... Day of .....

For SBIRB

For Contractor

Witness:1.  
2.

Witness:1.  
2.



**PART-B**

**PRICE- BID**

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**COMPREHENSIVE ANNUAL OPERATION AND MAINTENANCE OF E-  
SEWAGE TREATMENT PLANT 50 KLD CAPACITY (ELECTRO-  
COAGULATION METHOD) AT STATE BANK INSTITUTE OF RURAL  
BANKING, LINGAMPALLY, HYDERABAD**

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**The Assistant General Manager (Admin)**

State Bank Institute of Rural Banking,

Lingampally, Hyderabad-500019

Phone: 040-23463302, 303

**PRICE BID**

**The Assistant General Manager (Admin)**

State Bank Institute of Rural Banking (SBIRB)

Opp: UOH telephone exchange

Old Mumbai Road, Lingampally

Hyderabad-500019

Sir,

**COMMERCIAL PRICE BID:**

<b>Sl. No.</b>	<b>Description</b>	<b>Amount(Rs. ) Infigure (Excluding GST)</b>	<b>Amount(Rs .) Inwords (Excluding GST)</b>
1	Comprehensive Annual Operation and Maintenance of 50 KLD E-Sewage Treatment Plant (Electro-Coagulation Method) Rate including supervisor visit charges, Rate for Operator one shift (8 Hours), Supply of all materials, chemicals, Ionizer plates, E-cell plates, etc complete for smooth functioning of e-STP. Quarterly sludge removal/disposal and Submission of monthly LAB test report as per CPCB Norms or TSPCB whichever is stringent etc. (Charge to be quoted for one month only)		
Total			
<b>Discounts if any</b>			

<b>Grand Total</b>	
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Note:

1. GST as per prevailing rules shall be paid by SBIRB as applicable on production proper invoice.

Signature\_\_\_\_\_

Name \_\_\_\_\_

Designation\_\_\_\_\_

Firm Name with seal