



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

**Tender ID: BHU/P&E/07/2023-24/03B, Dated: 28/07/2023**

**REF. NO. FRD/24**

**STATE BANK OF INDIA, BHUBANESWAR CIRCLE**

INVITATION FOR EXPRESSION OF INTEREST (EOI) FROM APPLICANTS  
HAVING PROVEN CAPABILITES

FOR

**EMPANELMENT OF FIRMS FOR SUPPLY AND INSTALLATION OF FIRE RESISTANCE DOOR (FRD) IN  
THE BRANCHES/OFFICES AS PER REQUIREMENT UNDER SBI BHUBANESWAR CIRCLE**

TO BE SUBMITTED

**ON OR BEFORE 1500HRS. ON 28/08/2023**

The existing empaneled vendor on the Bank's panel who fulfill the eligibility criteria are also required to apply afresh. The application cum tender documents can be downloaded from the Bank's website "[www.sbi.co.in](http://www.sbi.co.in)" under procurement news and the application along with all necessary documents for empanelment should be submitted to the under mentioned office.

**ADDRESS TO:**

Assistant General Manager (P&E),  
State Bank of India, Premises & Estate Department, 02nd Floor,  
Local Head Office, III/1, Pandit Jawaharlal Nehru Marg,  
Bhubaneswar, Odisha- 751 001  
Tel Ph: - (0674) – 2600526  
E mail - [agmpre.lhobhu@sbi.co.in](mailto:agmpre.lhobhu@sbi.co.in) or [fo.lhobhu@sbi.co.in](mailto:fo.lhobhu@sbi.co.in)

**Note:**

- 1) *SBI reserves the right to change the dates mentioned in this document, which will be updated on the website.*
- 2) *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.*
- 3) *Please note that all the information desired needs to be provided. Incomplete information would lead to disqualification/ non-consideration of the proposal.*
- 4) *Applicants who are authorized dealers / manufacturers of any one or more of the offered brands or equivalent brands of products and **fulfilling the Technical specifications and eligibility criterion as mentioned in EOI may only apply.** Selection of Brand / Make is the sole discretion of the Bank.*



## INDEX

S.NO.	DESCRIPTION	PAGE NO.
1.	Notice Inviting EOI and Appendix For General Information	3-4
2.	Minimum Eligibility Criteria	5-6
3.	Instructions & General Terms & Conditions	6-7
4.	Terms and Conditions for Supply , Installation of Fire Resistance Door With 01 & 02 Hrs Fire Rating	8-8
5.	The Shortlisting Peocedure and Terms & Conditions	9-11
6.	Technical Specifications For Fire Resistance Doors With 01hrs & 02hrs Fire Rating	12-16
7.	Application Form and Annexures	17-19
8.	Installation Certificate / Work Completion Certificate	20-23
9.	Checklist	24-24



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

**NOTICE INVITING EOI APPLICATION**

State Bank of India, Local Head Office, Bhubaneswar invites Expression of Interest (EOI) in **two bid system** for empanelment of **firms for Supply and Installation of Fire Resistance Door with 01/02 hrs fire Resistant door in UPS/battery room / Record room of the branches/offices** located in Rural, Semi-Urban and Urban areas of the State of Odisha. Interested eligible firms may apply in the prescribed **Application Form-I**. The Application tender documents can be downloaded from the Bank's website link: <https://sbi.co.in> under link of procurement news.

The empanelment shall be valid for an initial period of **Three Years** from the date of intimation letter. This empanelment may be extended or curtailed at the sole discretion of the Bank, on the existing terms and conditions. The proposed empanelment exercise is meant for enlisting qualified and competent vendors to undertake Supply & Installation of Fire Resistance Door (FRD) in the Branches / Offices [As Per BS: 476 PART (20 & 22), IS-3614(PART-2)-1992] where ever warranted at the Branches /Offices of approved Brand / Make as per relevant BIS.

**A. GENERAL INFORMATION: IMPORTANT SCHEDULE OF THE EMPANELMENT PROCESS:**

1.	Name of the work	Empanelment of firms for supply and installation of fire resistance door in the branches / offices under SBI Bhubaneswar Circle.
2.	Availability of application	SBI website <a href="http://www.sbi.co.in">www.sbi.co.in</a> under link of <a href="https://sbi.co.in/web/sbi-in-the-news/procurement-news">https://sbi.co.in/web/sbi-in-the-news/procurement-news</a>
3.	Last date and Time of Submission of EOI application.	On or <b>before 28/08/2023</b> up to 1500 hrs
4.	Place & Address for submission of EOI.	Assistant General Manager (P&E), State Bank of India, Premises & Estate Department, 02nd Floor, Local Head Office, III/1, Pandit Jawaharlal Nehru Marg, Bhubaneswar, Odisha- 751 001 Tel Ph: - (0674) – 2600526
5.	Contact details of Concerned Officials for any clarification.	Fire Officer - (0674) - 2600526 E mail - <a href="mailto:fo.lhobhu@sbi.co.in">fo.lhobhu@sbi.co.in</a>
6.	Date, Time and Place of opening of tenders.	<b>28/08/2023</b> by 1500 hrs, in the office of Assistant General Manager (P&E), State Bank of India, Premises & Estate Department, 02nd Floor, Local Head Office, III/1, Pandit Jawaharlal Nehru Marg, Bhubaneswar, Odisha- 751 001 <i>Note: - 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.</i>
7.	Validity of empanelment	The panel shall be valid for a period of (03) <b>Three Years</b> from the date of intimation letter to the short listed firms which may be extended or curtailed at the sole discretion of the Bank.



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

8.	Participation Fees	Technical Bid should be accompanied with tender fee by way of Demand Draft of Rs.2,000/- (Rupees Two Thousand only) in favour of State Bank of India, payable at Bhubaneswar as a non refundable 'Participation Fees'.
9.	Defects liability period	12 months from the date of handing over of the items at the branch /office to the satisfaction of the Bank.
10.	Liquidated Damages	At the rate of 0.5 % of the contract value per week which subject to a maximum of 3 % of the accepted contract value.
11.	Security Deposit.	The successful tenderer has to submit Bank guarantee for an amount of 3% of the value of work order.
12.	Terms of payment of Bills	After receiving the satisfactory supply / installation work completion certificate duly certified by the BM. The firm will submit the bills along with work completion certificate to the Desk Officer / Mgr / Dy. Mgr (Premises) at AO/RBO. The Desk Officer / Mgr / Dy. Mgr (Premises) at AO / RBO will scrutinize / vet the bills as per the rates approved by LHO and forward to the concerned branch for payment. The payment shall be made by the Branch only . <b>No advance payment will be made by the Bank.</b>
13.	Taxes.	Taxes as applicable would be paid extra.
14.	Electronic Payment.	No advance payment, Electronic payment shall be preferred.
15.	Time allowed for completion	03 - Calendar months from the date of placing work order on need basis
16.	Jurisdiction	Bhubaneswar
17.	Inspection	As per site requirement.
18.	Test Certificates	Manufacturer's test certificates for CBRI Roorkee wherever applicable on demand of Employer / Consultants.
19.	Insurance	Worker Insurance Policy for contractor's men, material in transit and third-party insurance to be arranged by contractor.
20.	Power and Water supply	The Employer shall arrange the power and water for erection and commissioning at one single point free of cost, further distribution, and safe drawl to be arranged by contractor through proper Rating electrical safety equipment's MCB/RCCB etc.



**B. MANDATORY MINIMUM ELIGIBILITY CRITERIA:**

**1. FINANCIALS:**

- a) The Manufacturer / Firm / Company / Dealer / Vendor should have minimum average turnover of Rs. 50 Lakh and above during last 03 Financial Years ending 31st March 2022. The Manufacturer / Firm / Company / Dealer / Vendor should be in the field of business for supply, installation and maintenance of Fire Safety equipments and Fire Resistance door. **(Attested photocopies of the ITRs and Audited Balance Sheets of last three years should be provided).**
- b) The company should be in profit during the last 03 consecutive years.
- c) A valid and current Solvency Certificate from a Scheduled Bank for Rs.10 Lakhs should be enclosed.

**2. WORK EXPERIENCE:**

- a) The Manufacturer / Firm / Company / Dealer / Vendor should have minimum 05-Years experience in supply / installation / maintenance of Fire Safety equipments and Fire Resistance Door. They should enclose copies of contract orders and installation certificate along with satisfactory performance certificate from customers. The Manufacturer / Firm / Company / Dealer / Vendor should have successfully completed works of supply / installation and repair of Fire Resistance Door in minimum three (03) reputed Public Sector Undertaking / PSBs / Organization / Private shopping malls Godown/ warehouse / theatres / State / Central Govt. buildings of which one (01) should mandatorily be in Public Sector Bank.
- b) Documentary proof should be provided in support of experience like order copy/contract copy and installation certificate / satisfactory certificate from customer.

**3. REGISTRATION REQUIREMENTS:**

- a) Must have valid PAN, GSTs Registration Number etc.
- b) Statutory Provisions: Manufacturers/ Firms / Companies / Dealers / Vendors should comply with all laws, Rules, Regulation of concerned States and Central Government.
- c) Registration Certificate under Shops & Establishment Act issued by the Odisha State Governments. Those applicants who do not have valid **Shops & Establishment license must submit the receipt applied for and give an undertaking to submit the same within 15 calendar days from the date of last date of submission of EOI, failing which the candidature shall be cancelled** and no separate reminder/communication will be done in the matter in this regard.

**4. PRODUCTS CERTIFICATIONS:**

- a) The fire resistance door to be supplied / installed by the firm should bear certification of Government approved Fire Research Laboratory, Council of Scientific & Industrial Research (CSIR) - Central Building Research Institute (CBRI). **A copy of relevant certification needs to be enclosed.**

**5. AUTHORIZATION LETTER:**

- a) The firm / applicant should submit the valid authorization Letter in original from the Principals / OEMs (Original Equipment Manufacturer) / Distributors whose products are proposed.



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

- b) 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 05 Years** from the Original equipment manufacturers (OEM), besides the brochures, literature, drawings etc, in support of Fire Resistance Door being offered.
6. The applicant should have an established office/ service centre with technical personnel in the State of Odisha for providing 24 X 7 post implementation.
7. Registration certificate under Shops & Establishment Act from State Government is **mandatory as on date of submission of tender.**

**B. INSTRUCTIONS & GENERAL TERMS & CONDITIONS:**

1. Only those Agencies/Firms who fulfill the eligibility criteria may only apply on the prescribed format as per application Form-1. The application shall be filled in English and it should be accompanied by copies of technical Qualification and work experience in the relevant field duly signed and stamped on each page. Duly filled application shall be submitted in a sealed envelope with the name and complete address of the applicant on the cover and clearly marked as **"Application for Empanelment of Fire Resistance Door in the branches/offices under SBI Bhubaneswar Circle."** on or before 28/08/2023 up to 1500 hrs at the address given as under.

Assistant General Manager (P&E),  
State Bank of India, Premises & Estate Department,  
02nd Floor, Local Head Office, III/1, Pandit Jawaharlal Nehru Marg,  
Bhubaneswar, Odisha- 751 001

**Note: Applications received after specified date and time, shall not be considered. Bank will also not be responsible for any postal delay.**

2. Technical Bid should be accompanied with tender fee by way of Demand Draft of Rs.2,000/- (Rupees One Thousand only) in favor of State Bank of India, payable at BHUBANESWAR as a non refundable 'Participation Fees'.
3. The tenders are invited in two Bid systems i.e. Technical Bid & Price Bid .
- a) **First stage: Technical Bidding:** Envelope Containing Technical bid only (instructions, terms & conditions, specifications, brochures, copies of the certificates / work orders etc). Any price or details of price thereof should not be quoted or enclosed in the technical bid. The tender fees of Rs 2000/- as a non refundable as 'Participation fee' has to be enclosed in the envelop containing technical bid only.
- b) **Second stage: Price Bidding:** Those bidders qualify in the technical bidding will only be provided the price bidding documents for further submission. The date of submission and opening of financial / price bid will be intimated to the successful bidders accordingly.
4. Name, e-mail, communication address of the company with telephone number(s) of the contact person must be clearly stated on the envelopes for easy & correct identification and to contact the firm.
5. It is hereby clarified that the Bid/ response to the tender should be submitted in the exact format given herein without making any changes/alterations to the tender document. Any change/alteration made in the tender document by the participant would make his bid/ response to the tender void and the same shall be liable for rejection by the Bank without further going into the merits of the tender. It is also clarified that in case of any difference/change between Bid/ response
- SEAL & SIGN



**State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001**

---

to the tender document submitted by the participant and the tender document uploaded on the Bank's website, the tender document maintained by the bank would be considered as authentic and binding on the participant.

6. Availability and Submission of Proposal: The tender document can be downloaded from the Bank's procurement website link <https://sbi.co.in/web/sbi-in-the-news/procurement-news> on all working days till the last date of submission of the tender.

7. No proposals will be accepted after the last date & time of submission of the tenders.

8. 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; the Bank would make no other intimation in this regard, other than that to entity who already have submitted bids prior to the amendment date. It would be the sole responsibility of the firm to submit bid / proposal incorporating amendments, if any.

9. Disclaimer: The tender would bind neither the Bank in any contract nor in an offer of empanelment. 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, without thereby incurring any liability. The Bank shall not be bound to offer any reasons for such acceptance/ rejection nor shall entertain any correspondence in this matter. The Bank reserves the right to cancel the empanelment process altogether at any time for any reason whatsoever purely at the discretion of the Bank.

10. The bidding would be carried out in two parts, namely Technical Bid and Financial Bid. Bank may reject the bid outright in case the required documents as mentioned in the Request for Proposal (RFP) are not found enclosed. All Annexures must be clearly mentioned as Annexure-A, Annexure-B and Annexure-C etc., should be sequentially attached, and flagged neatly.

11. Bidder should not submit documents which are not asked for, such as additional work orders company profile etc. The empanelment will be valid for an initial period of 03 yrs from the date of intimation to the short listed applicants. The term of empanelment may be extended or curtailed at the sole discretion of the Bank.

12. Conditional tenders will not be acceptable. It will be summarily rejected.



**C. TERMS AND CONDITIONS FOR SUPPLY AND INSTALLATION OF FIRE RESISTANCE DOOR WITH 01 & 02 HRS FIRE RATING:**

**1. SCOPE OF THE WORK:-**

Supply and installation of Fire Resistance doors with 01 hr fire Rating in the UPS / battery room and 02hrs FRD for record room of the branches / offices located in Rural, Semi-Urban and Urban areas of the SBI Bhubaneswar Circle.

**2. SITE VISIT:-**

The tenderer/bidder prior to bidding requires to understand that the scope of work entails supply and installation at remote locations in the SBI BHUBANESWAR Circle where the branches of the Bank are situated and that it warrants having sufficient resources for effectively carrying out the work which may be assigned and that in future it shall not take any excuse whatsoever in that regard. The tenderer/bidder has to visit the site and understand the details of the scope of work, site condition, existing set-up and hook-ups to be done at site. Non- familiarization of site condition shall not be considered for late execution of the work nor for cost – overrun for the specified contract.

The tenderer / bidder shall make itself available all necessities which are wanted for installation of the Fire Resistance Doors viz. power, transport and communication facilities etc. The quality and quantity of the materials, labour, the law and order situation, climatic conditions, liaison requirements with local authorities/ authorities maintaining the campus, security agencies guarding the campus, traffic regulations in and around the site etc., shall be the responsibility of the tenderer / bidder.

**3. SECURITY DEPOSIT:-**

The tenderer / bidder are requested to submit the Security Deposit of 3% of total work order in the form of Demand Draft of Bankers' Cheque in favour of State Bank of India payable at BHUBANESWAR drawn on any nationalized Bank other than SBI. No interest will be paid on the SD Amount.

**4. SIGNING OF THE CONTRACT DOCUMENTS:-**

The successful bidders shall be empanelled in the Bank for a period of three years. An empanelled vendor in the event of work being assigned for installation of fire resistance doors shall have to enter into a contract agreement with the respective Office of the Bank and thereafter install fire resistance doors. The successful vendors/bidders should understand that time shall be the essence of the contract and that they shall be required to install the fire resistance doors and at designated places directed by the Bank within the stipulated time frame assigned by the Bank, failing which the Bank may levy penalty also. That the terms and conditions of this tender document shall form an integral part of the contract document and work order which may be assigned to the empanelled vendors.

5. The tenderes/bidders should not be blacklisted/debarred/prohibited from participating in tender process by any organization in the last 03 years or should not be under the rigors of any such order of Blacklisting / Debarment / prohibition from any organization at the time of submission of the bid.



**D. THE SHORTLISTING PROCEDURE AND TERMS & CONDITIONS:**

- 1) Sealed envelope containing Technical bid with the name and complete address of the applicant on the cover and clearly marked as ***“Application for Empanelment of firms for SUPPLY and INSTALLATION of Fire Resistance Door (FRD) in branches/offices under SBI Bhubaneswar Circle”*** received up to 1500 Hrs as on scheduled date will be opened at 16.00 hrs, 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 applications/tenders received will be evaluated and those who are found eligible will be short listed as per eligibility criteria.
- 2) The technical bid will be opened at first and the financial/price bid documents of the tenders will be provided for price bidding, those qualify in the technical bid.
- 3) The date of opening of financial/price bid will be intimated to the successful bidders accordingly.
- 4) The price bids shall be opened in presence of the committee members and the bidders who attend for finalizing the rates.
- 5) Rate-Contract will be valid for 24- months from the date of the empanelment & work orders, if any issued during the period. No price hike shall be permitted during this period. The rates may be reviewed on the basis of market trend thereafter, if the period of empanelment is extended.
- 6) Since, the numbers of branches are large and the work may be required to be completed in short time frame; it is beyond the capability of one firm to carry out the order. In view of the above the work shall be distributed amongst the firms at L-1 rates in the ratio of descending order i.e. 35:25:20:15:10 etc. provided Firms at L-2, L-3 and so on are willing to accept L-1 rates. For easy monitoring, effective control, easy follow up without spill over of Branches to other zones, zone wise allotment may be considered by the Bank. If only three bidders qualified then the work will be distributed in the ratio of 50:30:20 provided firms at L-2 & L-3 willing to accept the L-1 rates.
- 7) It will be mandatory to accept work of Regions comprising of urban semi urban as well as rural branches and also Bank has a right to allot the work / areas / region to any firms as per Banks requirements.
- 8) In the event of non-acceptance of L-1 rates by other Firms, the L-1 Firm will be required to undertake the work of all Zones, failing which penalty clause of forfeiture of Security Deposit will be invoked.
- 9) In case any firm/contractor fails/refuses to undertake the allotted work due to any reason, the clause of forfeiture of Security Deposit will be invoked and the work allotted to the firm will be distributed among other empanelled firm/contractors in the ratio mentioned above.
- 10) Bank reserves the right to delist of the empaneled firms at any stage in the event of failure of Non response, Non commitment and Non completion of the assigned task as per tender terms and conditions.
- 11) Bank reserves the right to review the list of the empanelled firms and add or exclude from the list.
- 12) **PROCEDURE OF WORK TO BE UNDERTAKEN:** The Procedure to be followed for SUPPLY and INSTALLATION of the Fire Resistance Door with 01 hour fire Rating in the UPS/battery room and



**State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001**

---

02 hours fire Rating in the Record room of branches/offices under SBI BHUBANESWAR Circle is as under:-

- a) The firm(s) will contact the Chief Manager (Compliance & Operations) at Administrative offices and Chief Manager (Compliance) at Regional Business Offices or Official authorized to deal in Compliances.
- b) After taking the details of the branches/offices, the vendor will submit the estimate (branch/office wise) to AOs/RBOs to accord financial sanctions based on the requirement accordingly the work order in writing to be issued.
- c) The firm after getting work order from respective AOs/RBOs will supply/install the Fire Resistance Door as per the laid down specifications stipulated in the tender for the UPS/battery/record rooms of branches only where the UPS/battery/record room is functional in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height.
- d) The Branches where UPS/battery/record room is functional in a room/cabin with wooden/glass partition walls will have to take up the matter with their respective AOs/RBOs to arrange UPS/battery/record room in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height at earliest possible time.
- e) Upon arranging the UPS/battery/record room in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height by the branch, the branch may inform the firm for SUPPLY and INSTALLATION of fire resistance door in the UPS/battery/record room.
- f) The work will be completed within 90 days from the date of receipt of the work order or otherwise decided by the bank at the time of work order and conditions of area of allocations.
- g) Vendors to complete the Supply, Installation work at branches/offices and get work completion Certificate signed from Branch Manager as per the format enclosed.
- h) Four copies of "work completion certificate" (sample copy enclosed) will be prepared by the firm and submitted to the following Officials.
  - i.) The CM (Compliance & Operations) at Administrative Office and CM (Compliance) of respective RBO or Official authorized.
  - ii.) The Branch Manager.
  - iii.) Fire Officer, Premises & Estate Department, LHO.
  - iv.) Their own office copy.
- i) Firms to submit bills along with work completion Certificate duly signed by the Branch Manager to the Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO for scrutiny/vetting.
- j) The Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO will verify the bills/rates quoted by the firms as per the approved rate list of LHO BHUBANESWAR. For any clarification, the desk officer may contact Fire Officer at LHO.
- k) After vetting of bills/rates by the Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO, the bills will be forwarded to the concerned branch for payment.
- l) 100% payment shall be made, after deducting TDS if applicable; as per invoices raised. The expenditure will go under the Group I (Premises and equipments) Head-C, (ii) on purchase of safe deposit lockers, safe room doors, currency chest bins, cabinet, cash safes, etc. (any one instance) office as per CC Circular Scheme of Delegation of Financial Powers-General Matters.



**13. EXECUTION OF CONTRACT / TRANSFER AND SUBLETTING:**

- a) The Agencies/Firms shall be solely responsible for the execution of the contract and the whole contract is to be executed to the entire satisfaction of the Bank.
- b) The firm shall not sublet, transfer, assign or otherwise part with the contract to any person, firm or company directly or indirectly, or any part thereof.
- c) In case of any deviation of the said instructions is detected / observed during the currency of the contract, the said firm/agency would be liable to be de-listed/de empanelled /blacklisted from the bank.

**14. PERFORMANCE GUARANTEE DEPOSIT & PENALTY:**

- a) In case, the firm fails to carry out the work within the stipulated time i.e. 90 days from issuance of the work order, the Bank shall impose a penalty of 0.5% of the total value per branch/office per week till the completion of the work.
- b) The Bank Guarantee EMD of Rs 50,000/- (Fifty Thousand only) shall be deposited in Premises & Estate Department at LHO BHUBANESWAR till contract of empanelment. In case firms fail to carry out the work, the bank reserves the right to cancel the whole contract, partially or fully and forfeit the Security deposit and allot/award the contract to any other firm at the sole discretion of the bank.
- c) This penalty shall not apply in case of delays caused by so called acts of God / Riots/ Bandhs / Civil Disturbances etc to the satisfaction of the bank.

**15. AREA OF THE OPERATIONS UNDER THE CONTROL OF ADMINISTRATIVE OFFICES (AOS):**

S.NO.	ZONES & AREA OF OPERATION
1.	<b>AO Bhubaneswar:</b> Branches / Offices are located under the geographical ambit area / districts of Bhubaneswar, Cuttack, Puri, Khurda, Jagatsinghpur etc.
2.	<b>AO Balasore:</b> Branches / Offices are located under the geographical ambit area / districts of Balasore, Angul, Keonjhar, Jajpur Road, Baripada etc.
3.	<b>AO Sambalpur:</b> Branches / Offices are located under the geographical ambit area / districts of Sambalpur, Rourkela, Jharsuguda, Bolangir, Bargarh etc.
4.	<b>AO Berhampur:</b> Branches / Offices are located under the geographical ambit area / districts of Berhampur, Jeypore, Rayagada, Bhawanipatna, Phulbani, Aska etc.

**16. PURCHASE THROUGH GEMS PORTAL (GOVERNMENT E-MARKET):**

Bank reserves the right to purchase the system/equipment/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 the agency for installation testing and commissioning of the system will be paid as per approved rates, including installation charges.

---

**E. TECHNICAL SPECIFICATIONS FOR FIRE RESISTANCE DOORS WITH 01 & 02 HRS FIRE RATING:**

**1. SPECIFICATION FOR ONE HOUR FIRE RATING DOOR**

Providing and fixing of Hollow metal fire Rating doors as per BS: 476 Part (20 & 22), IS 3614(Part2)-1992 for stability and integrity. Pressed Galvanized steel conforming to IS 277 with the following specification:

- a) Fire door shall have doors **tested at CBRI Roorkee for maximum rating of 1hrs.**
- b) Deviation in specification and sheet thickness other than what is mentioned in the test certificates are not allowed.
- c) Proper label confirming the type of door and the hourly rating is mandatory.
- d) Door frame shall be single rebate profile of minimum size 100 x 57 mm made out of minimum 1.6 mm (16 gauge) minimum thick galvanized steel sheet.
- e) Frames shall be mitered and field assembled with self-tabs.
- f) All provision should be mortised, drilled and tapped for receiving appropriate hardware.
- g) Rubber door silencers should be provided on the striking jamb.
- h) Frames should be provided with back plate bracket and anchor fasteners for installation on a finished plastered masonry wall opening.
- i) Once frame installed should be grouted with cement & sand slurry necessary for fire doors on the clear masonry opening.
- j) Door leaf shall be 46mm thick fully flush double skin door.
- k) Door leaf shall be manufactured from minimum 1 mm (20gauge) minimum thick galvanized steel sheet.
- l) The internal construction of the door should be rigid reinforcement pads for receiving appropriate hardware.
- m) The infill material shall be resin bonded honeycomb core. All doors shall be factory prepped for receiving appropriate hardware and provided with necessary reinforcement for hinges, locks, and door closers.
- n) The edges should be interlocked with a bending radius of 1.4mm. For pair of doors astragals has to be provided on the meeting stile for both active and inactive leaf.
- o) Vision lite wherever applicable should be provided as per manufacturer's recommendation with a bending and screws from inside.
- p) The glass should be 6mm clear borosilicate fire Rating glass of relevant rating of the door.
- q) All doors and frames shall be finished with polyurethane aliphatic grade paint of approved color.
- r) The door leaf and frame shall have passed minimum 250 hours of salt spray test.
- s) Rate should include supply and installation of door and hardware set as mentioned in the door and hardware schedule.

## 2. SPECIFICATION FOR TWO HOURS FIRE RATING DOOR

Providing and fixing of Hollow metal fire Rating doors as per BS: 476 Part (20 & 22), IS 3614(Part2)-1992 for stability and integrity. Pressed Galvanized steel conforming to IS 277 with the following specification:

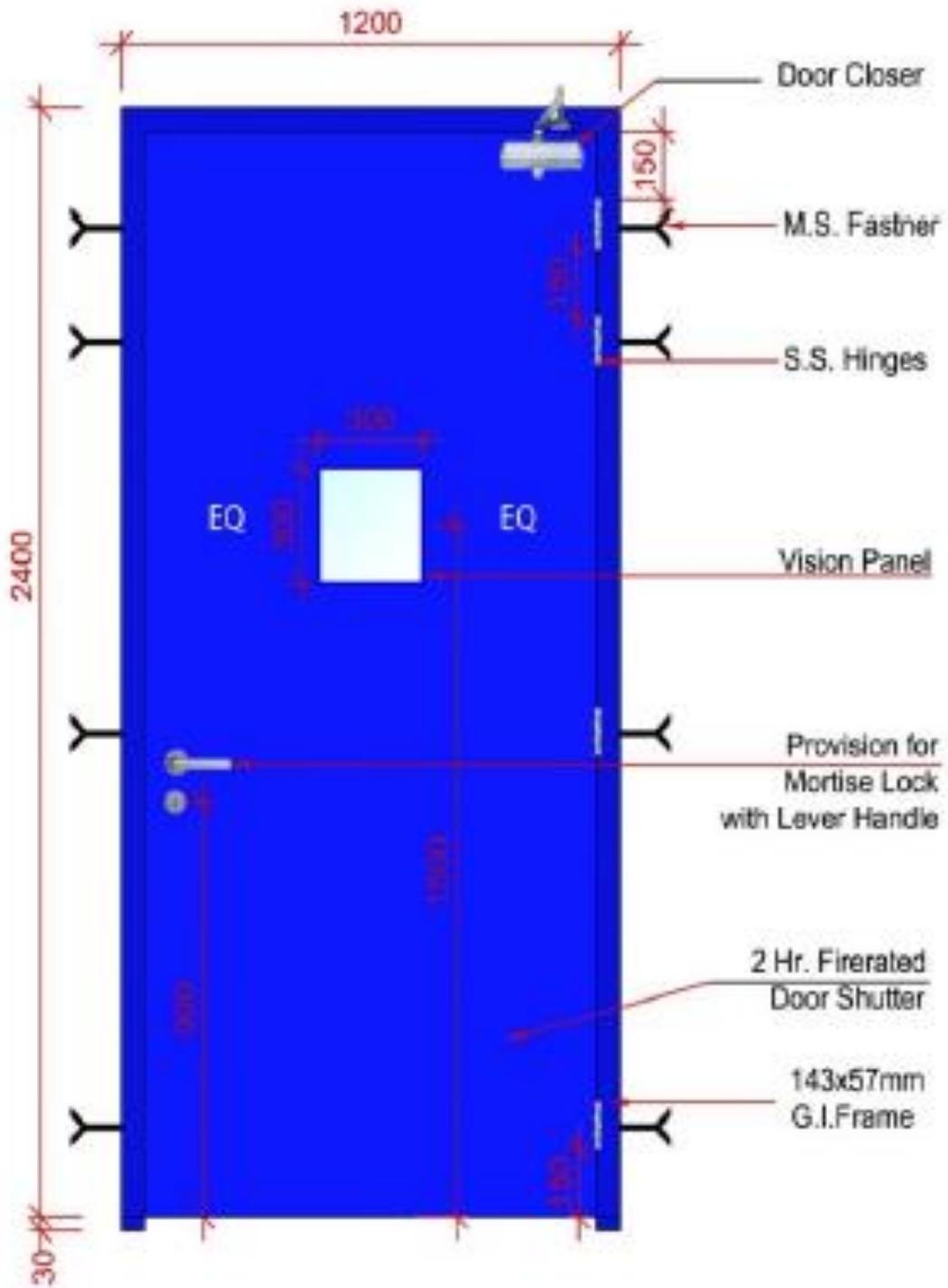
- a) Fire door shall have doors **tested at CBRI Roorkee for maximum rating of 2hrs.**
- b) Deviation in specification and sheet thickness other than what is mentioned in the test certificates are not allowed.
- c) Proper label confirming the type of door and the hourly rating is mandatory.
- d) Door frame shall be single rebate profile of size 143 x 57 mm made out of 1.6 mm (16 gauge) minimum thick galvanized steel sheet. Frames shall be mitered and field assembled with self-tabs.
- e) All provision should be mortised, drilled and tapped for receiving appropriate hardware.
- f) Rubber door silencers should be provided on the striking jamb.
- g) Frames should be provided with back plate bracket and anchor fasteners for installation on a finished plastered masonry wall opening.
- h) frame installed should be grouted with cement & sand slurry necessary for fire doors on the clear masonry opening.
- i) Door leaf shall be 46mm thick fully flush double skin door.
- j) Door leaf shall be manufactured minimum 1 mm (20 gauge) minimum thick galvanized steel sheet. The internal construction of the door should be rigid reinforcement pads for receiving appropriate hardware.
- k) The infill material shall be resin bonded honeycomb core.
- l) All doors shall be factory prepped for receiving appropriate hardware and provided with necessary reinforcement for hinges, locks, and door closers.
- m) The edges should be interlocked with a bending radius of 1.4mm. For pair of doors astragals has to be provided on the meeting stile for both active and inactive leaf.
- n) Vision lite wherever applicable should be provided as per manufacturer's recommendation with a bending and screws from inside.
- o) The glass should be 6mm clear borosilicate fire Rating glass of relevant rating of the door.
- p) All doors and frames shall be finished with polyurethane aliphatic grade paint of approved color. The door leaf and frame shall have passed minimum 250 hours of salt spray test.
- q) Rate should include supply and installation of door and hardware set as mentioned in the door and hardware schedule.

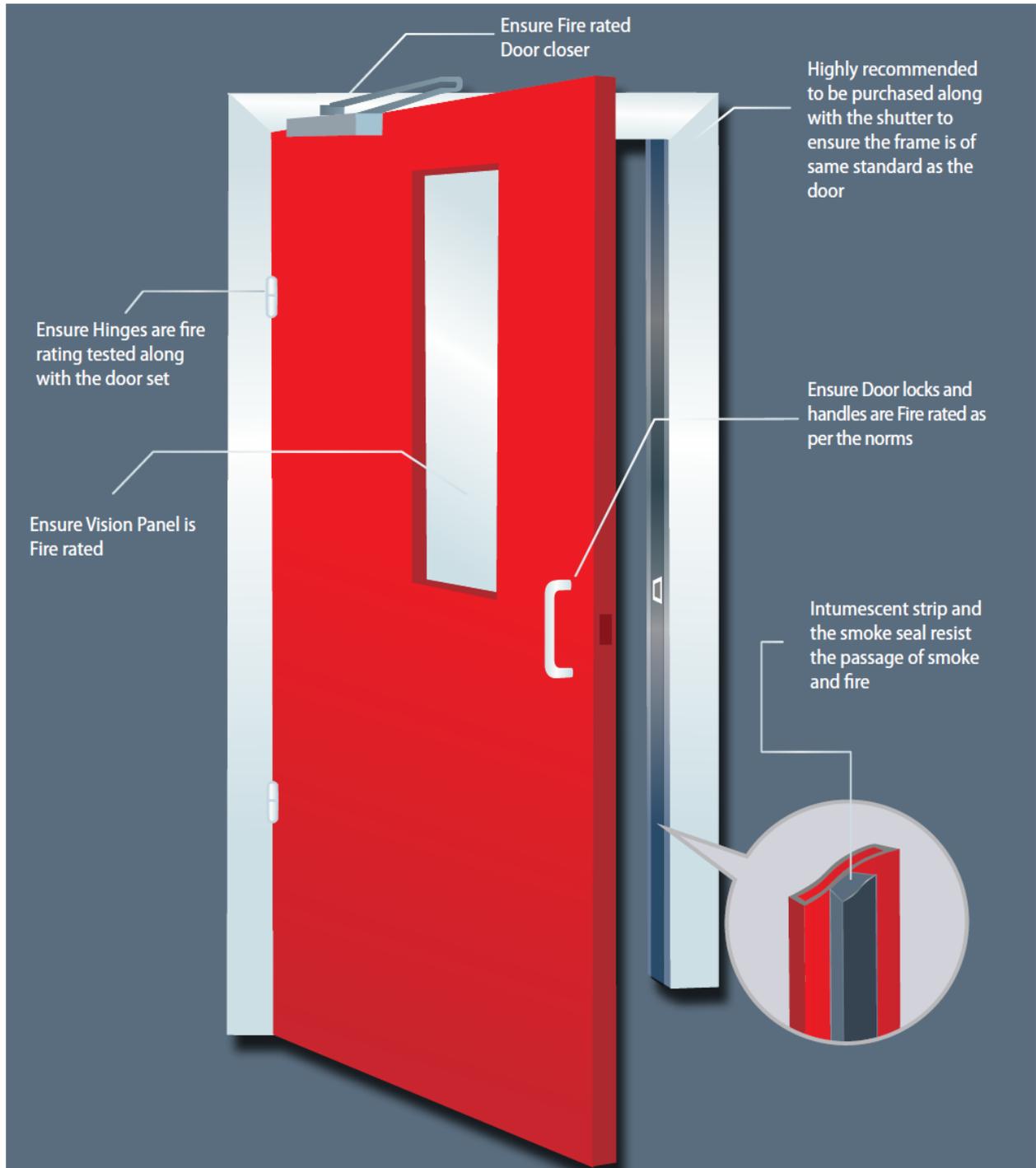
**DOOR MAKE LIST:** - will be decided by the committee after study and presentation of the doors.

**ITEM DESCRIPTION FOR HARDWARE**

<b>S. No.</b>	<b>Metal Fire Door Hardware</b>	<b>Make</b>
1.	SS ( Grade - 304 ) Ball Bearing Fire Rating Hinges Size 4 "X 3 " X 3mm	Dorma, Gaze or equivalent
2.	Panic Bar ( Push Type -UL Listed) Device for Single Leaf Door ( For Inside Operation )	Dorma, Gaze or equivalent
3.	Panic Bar ( Push Type -UL Listed) Device for Double Leaf Door ( For Inside Operation )	Dorma, Gaze or equivalent
4.	Panic Trim Latch Device with Handle & Lock ( For Out Side Operation )	Dorma, Gaze or equivalent
5.	2hrs Clear Fire Rating Glass 6 mm Thick with Metal Vision Panel. Size: 200 X 300 mm.	Saint gobin, Schott- Pyran or equivalent
6.	Anchor Fastener 10 X 100 MM	Standard type
7.	Fire door closure	Dorma, Gaze or equivalent
8.	Pair of SS Tower Bolt 300 mm Long,	Dorma, Gaze or equivalent
9.	Mortise Dead Lock with 70mm cylinder Both Side	Dorma, Gaze or equivalent
10.	SS D Handle ( 19 x 250 mm)	Dorma, Gaze or equivalent

Installation charges including labour, transportation etc & dismantling charges for existing Wooden / Glass doors shall be paid extra as applicable.







State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

FORM-I (ANNEXURE-A)

APPLICATION FOR SUPPLY AND INSTALLATION OF FIRE RESISTANCE DOOR WITH 01HRS FIRE RATING IN UPS/BATTERY ROOM & 02 HRS FIRE RATING DOOR IN RECORD ROOM OF BRANCHES/OFFICES IN BHUBANESWAR CIRCLE.

**APPLICATION FORM**

(Please strike-off which is not applicable and valid support documents must be enclosed as Flags)

Applied for empanelment of which category: Category – -----		
S. NO.	PARTICULARS	LIST OF SUPPORTIVE DOCUMENTS AS FLAGS
1.	Name of the Company /Firm	<b>Flag-A</b>
2.	Full Address with PIN code a) Landline with STD code: b) Mobile No : c) Email-ID :	<b>Flag-B</b> Name of the documentary proof for above mentioned address (landline telephone bill / voter id card / Aadhar card /Passport etc.)
3.	Year of establishment of company / firm	<b>Flag-C</b>
4.	Status of the firm whether Company / Firm / Proprietary	<b>Flag-D</b> Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)
5.	Name of the Proprietor / Partners / Directors of the organization / firm	<b>Flag-E</b>
6.	Whether registered with the Registrar of Companies / Registrar of firms. If so, mentioned number and date.	<b>Flag-F</b>
7.	Name/s of authorized signatory with designation	<b>Flag-G</b> 1. Name: Designation: 2. Name: Designation:
8.	Mode of Authorization	<b>Flag-H</b> Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)
9.	Banker's Details a) Banker's Name b) Full Postal Address c) Telephone No d) Account No. e) Type of Account	<b>Flag-I</b> Please enclose photocopy of blank cheque as evidence



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

10.	Tax registration details of company / firm a) PAN No. b) GST No. c) Trade License No.	<b>Flag-J</b>										
11.	Registration number as per shops and establishment act	<b>Flag-K</b>										
12.	Average annual turnover for the last 3 years (Enclose Profit & Loss account and audited balance sheet for the year ending March-2020, March-21 & March-22) of the company / firm and a Certificate issued by CA in this regard.	<b>Flag-L</b> <table border="1"><tr><td>2019-20:</td><td>Rs.</td></tr><tr><td>2020-21:</td><td>Rs.</td></tr><tr><td>2021-22:</td><td>Rs.</td></tr><tr><td>Total:</td><td>Rs.</td></tr><tr><td>Average of above 03 years:</td><td>Rs.</td></tr></table>	2019-20:	Rs.	2020-21:	Rs.	2021-22:	Rs.	Total:	Rs.	Average of above 03 years:	Rs.
2019-20:	Rs.											
2020-21:	Rs.											
2021-22:	Rs.											
Total:	Rs.											
Average of above 03 years:	Rs.											
13.	Income Tax Return for the last three years.	<b>Flag-M</b> (Certified copies of the IT return of 2019-20, 2020-21 & 2021-22 to be enclosed)										
14.	Whether registration / obtention of license from Govt Authorities e.g., labour deptt., ESIC are in place.	<b>Flag-N</b> Certified copies to be enclosed										
15.	If you are registered in the panel of other organization / statutory bodies such as CPWD, PWD, MES, Bank's etc., furnish their names, category, and date of registration.	<b>Flag-O</b> Certified copies to be enclosed										
16.	Detailed description and value of similar works executed during the last 05 years as on 31/07/2023.	<b>Flag-P</b> Name of organization, value of work done and date of completion- copies of work orders, completion certificates must be enclosed. Names & addresses (email id & contact numbers) of the persons who will be able to certify about the quality as well as performance of your organization.										
17.	Whether willing to work at branches/Offices in the state of Odisha.	<b>Flag-Q</b>										
18.	Whether any Civil Suit / litigation arisen in contracts executed during the last 10 years. If yes, please furnish the furnish details and reasons.	<b>Flag-R</b>										



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

19.	The Agency / Company / Firm should also SITC experience of Fire Resistant Doors/ <b>Fire Fighting Arrangements</b> in the commercial buildings / Shopping mall etc.	<b>Flag-S</b> Copy of the work order and completion certificates should enclosed.
20.	List of Professionals / Technical / Non-technical Personnel employed permanently.	<b>Flag-T</b>
21.	Details of workshop / manufacturing unit/ tools / equipment owned by the company.	<b>Flag-U</b>
22.	Have you been blacklisted by any organization in the past, if yes, furnish details	<b>Flag-V</b>
23.	Declaration regarding near relatives working in Bank.	<b>Flag-W</b>
24.	Technical specifications/Brochure of the product(s) offered.	<b>Flag-X</b>
25.	A valid direct authorized dealer certificate from OEM / ODM	<b>Flag-Y</b>
26.	Back-to-back support certificates form OEM	<b>Flag-Z</b>
27.	Solvency certificate / equivalent document of Rs. 10 Lakhs on or after 01/01/2023.	<b>Flag-AA</b> Enclose valid and latest solvency certificate

- i) I/We have read and understood the press notice, Empanelment Notice & this application form along with Annexure and my /our Company/Firm fulfills the eligibility criteria as described in the notice.
- ii) I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my/our knowledge.
- iii) I/We are authorized to sign and submit these documents for Empanelment.
- iv) I/We understood that if at any stage it is found/noticed by the Bank that any information provided by us is untrue / incorrect partly or fully and incase of receipt of adverse / unsatisfactory report from other clients / Banker's, the Bank may not consider our application and /or may de-list us and /or may take any appropriate action against us.
- v) I/We understand that this is merely an application and does not entitles us to be necessarily empaneled by the Bank and Bank reserves the right to reject all and / or any application without assigning any reason whatsoever.

SEAL OF THE FIRM

(SIGNATURE OF THE AUTHORISED SIGNATORY)



**ANNEXURE-1**

**DETAILS OF WORKS CARRIED OUT DURING LAST FIVE YEARS BY THE FIRM / AGENCY**

S. No.	Name of the work	Organization & Place	Year of Execution	Name of the Authority under whom work is executed with their address and contact numbers
i.				
ii.				
iii.				
iv.				

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

(Authorized signatory)

SEAL

Date:

Place:



Undertaking  
(To be submitted along with Technical Bid)

To,

Assistant General Manager (P&E),  
State Bank of India, Premises & Estate Department, 02nd Floor,  
Local Head Office, III/1, Pandit Jawaharlal Nehru Marg,  
Bhubaneswar, Odisha- 751 001  
Tel Ph: - (0674) – 2600526

Dear Sir,

**EMPANELMENT OF FIRMS FOR SUPPLY AND INSTALLATION OF FIRE RESISTANCE DOOR IN THE BRANCHES / OFFICES UNDER SBI BHUBANESWAR CIRCLE.**

I / We refer to the tender notice issued by you for above works and allied works in connection with the above.

I undertake to submit in hard copy the tender document along with all terms & Conditions, Specifications and subsequent annexure and corrigendum's duly signed and stamped by authorized representative/ signatory on becoming L1. However, we accept all the terms and conditions along with the specifications, drawings, layouts etc. defined in the tender documents.

I / We hereby offer to perform, provide, execute, complete and maintain the works in conformity with the drawings, designs, conditions of contracts & specifications, schedule of quantities relating to the works.

I / We have satisfied myself / ourselves as to the site conditions, examined the drawings and all aspects of the tender conditions, subject to above, I / We do hereby agree, should this tender be accepted in whole or in part, to abide by and fulfill all the terms and provisions of the said conditions annexed here to, complete the works within 90 Days as per the instructions laid down in work order.

On qualification for empanelment, Bank Guarantee OR DD etc as a EMD of Rs 50,000/- (Rupees Fifty Thousand only) shall be deposited in Premises & Estate Department at LHO Bhubaneswar till the period of empanelment. In case firms fail to carry out the work, the bank reserves the right to cancel the whole contract, partially or fully and forfeit the Security deposit and allot/award the contract to any other firm at the sole discretion of the bank.

I / We understand that you are not bound to accept the lowest or any tender you receive.

The names of DIRECTORS of our firm are:-

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

SEAL & SIGN



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

---

4. \_\_\_\_\_

Yours faithfully,

Signature,-----

Designation-----

Name of Partner / Director of the Firm,  
authorized to sign or name of person having  
power of attorney to sign the contract.  
(Certified true copy of power of attorney  
should be attached)

Signature and address of the witness:-

a. Signature -----

Name -----

Address -----

b. Signature -----

Name -----

Address -----



**INSTALLATION CERTIFICATE/WORK COMPLETION CERTIFICATE**

1. It is certified that the Fire Resistance Door with One / Two hrs fire Rating is installed in the UPS/battery room/ Record room of .....Branch (Code No.....), under Region....., Administrative Office .....
2. The Fire Resistance Door is installed as per State Bank of India, Local Head Office, Bhubaneswar tender terms & conditions. All the items have been installed in the branch and physically verified by the Branch Manager/Accountant and installation is found satisfactory.
3. The lock keys are handed over by Sri ..... of M/s. ...., to the Branch Manager/Accountant.

S. NO	Name	Designation (BM/Accountant)	Signatures
1.			

Signature

(NAME.....)

M/S.....

Countersigned by

Branch Manager (With Seal)



State Bank of India, Premises & Estate Department,  
Local Head Office, Bhubaneswar-751 001

**\*INDICATIVE CHECK LIST**  
**(shloud be attached as per application form)**

Name of the Firm/Establishment:

S. NO.	Particulars of the documents Enclosed	SUBMITTED (Yes-Y / No-N)
1.	Covering letter	
2.	DD of Rs 2000/-	
3.	Application (Form-I)	
4.	Year of establishment	
5.	Constitution of Firm	
6.	Registration of company	
7.	Documentary proof of empanelment with other organisation.	
8.	Yearly turnover of the firms last three years audited & Audited Balance Sheet	
9.	Copy of the PAN no.	
10.	Whether registered with sale tax deptt. GSTs etc. IF YES	
11.	IT returns (ITR certificate enclosed)	
12.	Registration certificate with the State Govt.	
13.	Details of work carried out in last five years	
14.	Letter of Undertaking	
15.	Solvency Certificate	

Note: - Please enclose valid supporting documents for each item in the given order.

(Authorized signatory)

SEAL

Date:

Place:

NOTE: The check-list is only indicative. The tenderer/ bidder is required to make available all papers referred in the tender documents /application form.