

Emp No	SBI/HYD/2024-25/012
Date:	01.05.2024



**Local Head Office, Premises & Estate Department,
Bank Street, Koti, Hyderabad-500 001. Ph: 040-23466340/19**

Invites applications for

**EMPANELMENT OF CONTRACTORS FOR HEATING, VENTILATION & AIR
CONDITIONING(HVAC) AND COMPREHENSIVE ANNUAL MAINTENANCE
CONTRACT(CAMC) WORKS UNDER SBI, HYDERABAD CIRCLE**

**The Assistant General Manager (P&E),
STATE BANK OF INDIA,
Premises and Estate Department,
Local Head Office, Bank Street, Koti,
HYDERABAD – 500 001.
040-23466340/19
aqmpre.lhohyd@sbi.co.in;
agmcivil.lhohyd@sbi.co.in;**

EMPANELMENT NOTICE

State Bank of India, Premises & Estate Department, Local Head Office, Bank Street, Koti, Hyderabad - 500 001 invites applications for empanelment of Contractors in prescribed format for HVAC & CAMC Works for SBI, Hyderabad Circle.

1)	Empanelment application form available for download from the websites:	1) https://www.sbi.co.in under "SBI in the News" link "Empanelment of vendors" 2) " https://etender.sbi "															
2)	Availability for download from the above website	From 01.05.2024 to 21.05.2024															
3)	Last date and time for submission of online applications in e-tender portal	21.05.2024 by 3.00 P.M.															
4)	Date and Time of opening of online applications:	21.05.2024 at 3.10 P.M.															
5)	For any queries or support in connection with the online Submission of applications, please contact our E-procurement solutions agency	<p>e-Procurement technologies Limited, Ahmedabad:</p> <p style="text-align: center;"><u>For e-Tender Support for Bidders</u></p> <table border="1"><tr><td>Fahad Khan</td><td>fahad@eptl.in</td><td>6352631766</td></tr><tr><td>Utkarsh Pal</td><td>utkarsh@eptl.in</td><td>6352632098</td></tr><tr><td>Manish Pathak</td><td>manish.p@eptl.in</td><td>9265562819</td></tr><tr><td>Mubassera Mansuri</td><td>mubassera@eptl.in</td><td>7859800621</td></tr><tr><td>Hiral Purohit</td><td>hiral.purohit@eptl.in</td><td>6352631968</td></tr></table> <p>Email: etender.support@sbi.co.in</p> <p><u>For Registration / DSC Verification / Profile Approval:</u> For Profile activation, Digital Signature Certificate verification please send mail to harsh.dalwadi@abcprocure.com or call to 079 68136866, +91 6353217080 For any Guidance/ Assistance of event submission, Please contact on above numbers or download the manuals from website homepage https://etender.sbi/SBI to know the Minimum system requirement, DSC settings, submission process.</p>	Fahad Khan	fahad@eptl.in	6352631766	Utkarsh Pal	utkarsh@eptl.in	6352632098	Manish Pathak	manish.p@eptl.in	9265562819	Mubassera Mansuri	mubassera@eptl.in	7859800621	Hiral Purohit	hiral.purohit@eptl.in	6352631968
Fahad Khan	fahad@eptl.in	6352631766															
Utkarsh Pal	utkarsh@eptl.in	6352632098															
Manish Pathak	manish.p@eptl.in	9265562819															
Mubassera Mansuri	mubassera@eptl.in	7859800621															
Hiral Purohit	hiral.purohit@eptl.in	6352631968															
6)	SBI reserves the right to accept or reject any or all bids without assigning any reasons thereof, even after opening of the bids.																
7)	For Clarifications Please Contact: <u>040-23466340/19</u> <u>aqmpre.lhohyd@sbi.co.in; aqmcivil.lhohyd@sbi.co.in;</u>																

**The Asst. General Manager (P&E)
State Bank of India**

		<p>previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:-</p> <p>(a) Three works, each costing not less than Rs.8.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs10.00 lakhs [or]</p> <p>(c) One work costing not less than Rs.16.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP:A Split/ Cassette/Ductable Upto :Rs. 50.00 lakhs		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.15.00 lakhs</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under.</p> <p>(a) Three works, each costing not less than Rs.20.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.25.00 lakhs [or]</p> <p>(c) One work costing not less than Rs.40.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP:A Split/ Cassette/Ductable Upto :Rs. 75.00 lakhs		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.22.50 lakhs</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under.</p> <p>(a) Three works, each costing not less than Rs.30.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.37.50 lakhs [or]</p> <p>(ci) One work costing not less than Rs.60.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP:A Split/ Cassette/Ductable		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.30.00 lakhs.</p>

	Upto :Rs. 100.00 lakhs	<p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted(ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:-</p> <p>(a) Three works, each costing not less than Rs.40.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.50.00 lakhs [or]</p> <p>(c) One work costing not less than Rs.80.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP-B: Variable Refrigerant Flow(VRF)		
GROUP-B	<p>GROUP:B Variable Refrigerant Flow(VRF)</p> <p>Upto :Rs. 10.00 lakhs</p>	<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.3.00 lakhs.</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:-</p> <p>(a) Three works, each costing not less than Rs.4.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.5.00 lakhs [or]</p> <p>(c) One work costing not less than Rs.8.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
	<p>GROUP:B Variable Refrigerant Flow(VRF)</p> <p>Upto :Rs. 20.00 lakhs</p>	<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.6.00 lakhs</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:-</p> <p>(a) Three works, each costing not less than Rs.8.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs10.00 lakhs [or]</p> <p>(c) One work costing not less than Rs.16.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as</p>

		per the prescribed format given by Bank (Annexure-iv) and submit original.
GROUP:B Variable Refrigerant Flow(VRF) Upto :Rs. 50.00 lakhs		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.15.00 lakhs</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under.</p> <p>(a) Three works, each costing not less than Rs.20.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.25.00 lakhs [or]</p> <p>(cii) One work costing not less than Rs.40.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP:B Variable Refrigerant Flow(VRF) Upto :Rs. 75.00 lakhs		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.22.50 lakhs</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under.</p> <p>(a) Three works, each costing not less than Rs.30.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.37.50 lakhs [or]</p> <p>(ciii) One work costing not less than Rs.60.00 lakhs.</p> <p>3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
GROUP:B Variable Refrigerant Flow(VRF) Upto :Rs. 100.00 lakhs		<p>1. Average annual financial turnover during the last 3 years preceding current financial year ended 31st March 2023 should not be less than Rs.30.00 lakhs.</p> <p>2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted(ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:-</p> <p>(a) Three works, each costing not less than Rs.40.00 lakhs [or]</p> <p>(b) Two works, each costing not less than Rs.50.00 lakhs [or]</p>

		(c) One work costing not less than Rs.80.00 lakhs. 3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.
GROUP-C Comprehensive Annual Maintenance Contract(CAMC) other than VRF		
	GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 10TR	1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.10,000/-. 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:- (a) Three works, each costing not less than 4.00TR [or] (b) Two works, each costing not less than 5.00TR [or] (c) One work costing not less than 8.00TR. 3. The firm should have valid Dealership certificate.
	GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 20TR	1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.20,000/- 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:- (a) Three works, each costing not less than 8.00 TR [or] (b) Two works, each costing not less than 10.00TR [or] (c) One work costing not less than 16.00TR 3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.
	GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 50TR	1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.15.00 lakhs 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under. (a) Three works, each costing not less than 20.00TR [or] (b) Two works, each costing not less than 25.00TR [or] (C)One work costing not less than 40.00 TR.

		3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.
GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 100TR		1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.22.50 lakhs 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted (ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under. (a) Three works, each costing not less than 40.00TR [or] (b) Two works, each costing not less than 50.00TR [or] (C)One work costing not less than 80.00TR 3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.
GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 200TR		1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.30.00 lakhs. 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted(ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:- (a) Three works, each costing not less than 80.00TR [or] (b) Two works, each costing not less than 100.00TR [or] (c) One work costing not less than 160.00TR. 3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.
GROUP:C Comprehensive Annual Maintenance Contract(CAMC) Upto : 500TR		1. Average annual financial turnover during the last 3 years preceding current financial year ended 31 st March 2023 should not be less than Rs.30.00 lakhs. 2. Should have successfully completed similar works during the last 7 years ending last day of month previous to the one in which application is submitted(ie., the completed works from 01.05.2017 to 30.04.2024 shall only be considered), as under:- (a) Three works, each costing not less than 200.00TR [or] (b) Two works, each costing not less than 250.00TR

		<p>[or]</p> <p>(c) One work costing not less than 400.00TR. 3. The firm should have valid authorization certificate from the Original Equipment Manufacturer (OEM) as per the prescribed format given by Bank (Annexure-iv) and submit original.</p>
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Definition of similar works:

FOR GROUP:A

All qualitative successful completion of supply, installation, testing and commissioning of Split ACs, cassette ACs and Ductable ACS of specified magnitude for Central Government Department / State –Govt Dept/ Semi Govt dept/ PSU / MNC’S / Commercial buildings, hospitals and Financial Institutions.

FOR GROUP:B

All qualitative successful completion of supply, installation, testing and commissioning of VRF ACs of specified magnitude for Central Government Department / State –Govt Dept/ Semi Govt dept/ PSU / MNC’S / Commercial building, Hospitals, and Financial Institutions.

FOR GROUP:C

All qualitative successful completion of Comprehensive Annual Maintenance Contract of Split/ Cassette/Ductable ACs of specified magnitude for Central Government Department / State –Govt Dept/ Semi Govt dept/ PSU / MNC’S / Commercial building, Hospitals, and Financial Institutions.

Note: (i) The experience in installation/maintenance works of water Cooled Chiller Plants shall not be eligible.

(ii) The works executed under sub-contracts will not be considered.

Other Mandatory Conditions:

- i) The Firm (including MSE) should be well established for a minimum period of 3 years as on 30.04.2024, except Startups.
- ii) The applicant applying for HVAC works(for all categories) must have valid **authorization letter issued by any of the following OEMs (Mitsubishi, Daikin, O-general, Toshiba, Hitachi, Blue star, Voltas, Panasonic, carrier and LG) as given in the tender** and should enclose photocopy thereof for verification.
The non submission OEM authorization letter will be liable for rejection.
- iii) **All the existing empanelled Contractors need to apply afresh.**
- iv) Applicants shall have an office in Telangana State or should open office in the state of Telangana within 2 months from the date of intimation. Empanelment letter will be issued after submitting the valid proof of office establishment in Telangana.

- v) Applicants shall submit documentary proof of all credentials to support experience, turnover, qualifications etc. and applications without required credentials shall summarily be rejected.
- vi) The applicants should have valid **PAN, GST numbers & Digital Signature Certificate of Class-3**.
- vii) **MSE Firms Exemptions:** The firms applying under MSE category must be registered under Central Govt., in relevant category and will be exempted from (i) Turn over (ii) Experience in works; however, the firm should be well established for a minimum period of 3 years and fulfill all other terms & conditions.

Startups Exemptions: The firms applying under startups category must be registered under Central Govt., in relevant category and will be exempted from (i) Turn over (ii) Experience in works (iii) Establishment, however, the firm should fulfill all other terms & conditions.

The firms applying under MSE or Startups shall be empanelled only for basic category **(i.e, up to 5 lakhs in category-A only)**. The valid certificates should be produced. MSE or Start ups are not eligible for category-B & Category-C.

- viii) The contractor who are willing to apply for more than one Brand, should submit Authorization letter (I.e, Annexure-iv) for each Brand separately.
- ix) The applicant/firm should not be blacklisted or included in negative list or terminated of their services in the past by any scheduled Bank / PSU /Corporate body / Govt. body. No partner / proprietor of the applicant should have been a director / Partner / Proprietor in an entity that been blacklisted or included in negative list in the past by any scheduled Bank/PSU/Corporate body/ Govt. body. An undertaking / Certificate to this effect should be submitted in the application. If the bank finds the undertaking / Certificate provided by the applicant to be false/forged at any time, including during the term of the empanelment (If empanelled), the applicant will be immediately disqualified / terminated by the bank. The undertaking for the same should be submitted as per the Annexure-III.

GENERAL TERMS & CONDITIONS:

1. The Bank is inviting online tenders for its projects. Thus, the contractor will have to submit valid e-mail ID, cell no. and Digital Certificate class-3 to enable the firms for participation in the online procurement/e-tendering.
2. For assessing the Annual Turnover of the last 3 years, contractor must submit valid documents viz certificate from registered CA, copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet for the last 3 years.
3. The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only through online portal "<https://etender.sbi>" and scanned copies (in PDF format only) to be uploaded where ever it is specified. The information required should be filled/typed in each and every column and rows of the Formats.
The applications received with "partly filled formats" not containing desired information in each and every columns/ points/row of various annexures and where they have written "enclosed/yes/submitted/uploaded etc.," instead of filling the numerical/required data shall be treated as INCOMPLETE and such applications shall be summarily rejected without any reference to the applicant and at the applicant's risk and responsibility.
4. The prequalification criteria mentioned above are only provisional. Thus, the empanelment of contractors in each category shall be considered by the Bank purely on merits, performance of the contractor in timely execution of the project with quality, feedback / confidential reports of the firms/applicant received from other employers etc. Hence, merely fulfilling the prescribed minimum prequalification criteria shall not entitle the contractor for their empanelment with the Bank.
5. The Bank reserves its right to empanel contractor as per its needs in each category. The empanelment of contractors shall be considered on merits within the sole discretion of the Bank and cannot be claimed as right by the applicant and no correspondence shall be entertained by the Bank in this regard.
6. Canvassing in any form including bringing influence from any person/agency/Officials/authorities shall lead to disqualification for the empanelment exercise.
7. The Bank reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.
8. Empanelment does not mean allotment of works/tenders.
9. The Bank may choose to carry out physical inspection of works mentioned by the applicants in their application forms, in addition to calling for confidential reports from the respective employer/client/department to ascertain their capability and quality of works.
10. The performance of all the empanelled vendors shall be reviewed by the Bank periodically and the vendors with unsatisfactory performance and also those who do not respond to tender enquiries of the SBI for a period of **6 months**, disciplinary action shall be initiated as per Banks norms, without informing any valid reasons and no correspondence will be entertained in this regard.
11. The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act. Further, the selected contractors shall be bound to make payment to their workmen through their Bank account and preferably to have their Bank account in State Bank of India branches. If the contractor do not have

an account with SBI, they may open a Bank account with SBI for easiness of transactions.

12. Site inspection of the previous works shall be done for the shortlisted applications and confidential information will be obtained from the previous clients for further process.
13. Selected applicants will be intimated of their empanelment. The panel will be in force for **three years** or **new empanelment whichever is later**, subjected to review at regular intervals.
14. Applicants found eligible for more than one category are requested to apply only for the higher category and will be eligible for the lower categories automatically.
15. The eligible and interested parties shall download prescribed application form and other details from our website: "<https://sbi.co.in/web/sbi-in-the-news/empanelment-of-vendors>"
 - Submission of online application at following website: "<https://etender.sbi>"
16. Corrigendum/amendment, if any would be hosted on the website only. Hence, prospective applicants are advised to visit website regularly for the above purpose.

Bank reserves right to reject any or all applications without assigning reasons thereof.

Assistant General Manager (P&E)

ANNEXURE - I

WORK COMPLETED DURING THE LAST SEVEN YEARS
(FROM 01.05.2017 to 30.04.2024)

Sl n o	Nam e of the work and locat ion	Cont ract Amo unt	PO Number and Date of Award	Stipul ated Date of Comp letion	Actual Date of Completion	Actual value of complet ion in ₹	Name & Addres s, contact Of Client	Contact number of the client	Email Id of the client.
1									
2									
3									
4									
5									

Note: (1) Request to upoad the maximum 5 highest value of the works executed in the above period.

(2) Request you to fill the all the data as required and not mention enclosed, submitted, Yes, No etc.

Please attach evidence like copy of award letter / completion certificate given by client / architect. Please also attach colored photographs of completed work.

Signature with seal

Name:

Place:

Date:

WORKS ON HAND

Name of the Work and Location	Contract Amount	Date of Award	Stipulated Date of Completion	Present Status	Name & Address of Client	Name & Phone Nos Of client's Contact Person	Name, Address & Phone nos Of architect

Signature with seal

Name:

Place:

Date:

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/ annexures.
3. I/We agree that the decision of Bank in selection of contractors will be final and binding to me/ us
4. I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India Pan India during last 7 year from the date of application.
5. I hereby confirm that all information, particulars, copies of certificates & testimonials in connection with my empanelment are correct and genuine. I am, therefore, liable to face appropriate actions as deemed fit by the Bank in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine.

Place:
Date:

Signature of the contractor with seal

O.E.MANUFACTURERS AUTHORISATION FORM

(in Original Letter Head of OEM)

(To be mandatorily submitted along with the Technical Bid document)

AUTHORIZATION: TO BE SUBMITTED EVERY YEAR AFRESH OTHERWISE NOT ALLOWED TO PARTICIPATE IN THE TENDERING PROCESS

AUTHORIZATION FOR : GROUP-A/ GROUP-B/ GROUP-C (O.E.M can authorize the same dealer for more than one group)

To

Assistant General Manager (P&E),
Premises & Estate Department,
3rd Floor, Local Head Office,
State Bank of India,
Bank street, Koti, Hyderabad-500001

Dear Sir,

EMPANELLEMENT FOR VARIOUS CAPACITIES & TYPES OF AIR CONDITIONERS FOR BRANCHES/ OFFICES OF SBI HYDERABAD.

We(OEM name) an established and reputable manufacturer of air conditioners(Product) having Corporate /Registered office at

do hereby authorize(Name of the dealer) as our Distributor/dealer to submit a above bid _____ dt _____ and subsequently negotiate and sign the contract with SBI for the supply of Make of Air-conditioning Units as per tender specifications and terms & conditions.

We hereby confirm and extend our full guarantee and warranty for 1 year or as per manufacturer's warranty whichever is more as per standard service procedure for the air conditioners offered for supply, installation, testing and commissioning of Air Conditioners by the above firm only against the invitation for bids _____ dt _____ and only duly authorize the said firm to act on our behalf in fulfilling any or all installation, technical support and maintenance obligation as required by the contract. Also undertake to carry out comprehensive AMC for at least 8 years after the defect liability period of one year.

Yours faithfully,

for

Signature of Officer Authorized to sign this Document on behalf of the OEM.

ANNEXURE "A"

BIO-DATA OF THE PROPRIETORS/ PARTNERS / ASSOCIATES / DIRECTORS

(Use one sheet per official)

1.	Name	:	
2.	Date of Birth	:	
3.	Professional Qualifications	:	
4.	Professional Experience	:	
5.	Professional Affiliation	:	
6.	Associated with the firm since	:	
7.	Membership in	:	
8.	Details of Published papers in Magazine	:	
9.	Details of cost effective methods/ designs adopted in the projects	:	
10.	Exposure to new materials/Techniques	:	

Note: Please enclose relevant copies of documents.







Signature of the Applicant
(with seal)










Date:








Place:





APPLICATION FORM
TO BE FILLED IN ONLINE PORTAL (i.e. <https://etender.sbi>)

Category applied for the works up to : _____ Lakhs

Sn o	Details	<u>Please fill the data (Don't mention as Enclosed/YES/NO/ Submitted etc..)</u>	Type of Document to be Uploaded	<u>Attachment</u>
1)	Name of the Firm			
2)	Constitution of the Firm (Proprietorship/Partnership/Company)			
3)	Date, month & year of Establishment of the firm		shop Establishment/companies registration/partnership deed	
4)	GST Number		GST	
5)	PAN Number		PAN	
6)	Contact person name			
7)	Mobile Numbers & Telephone numbers			
8)	Email ID			
9)	Registered Office Address			
10)	Communication Address			
11)	Local Address in Telangana		Enclose valid proof	
12)	Name of Partners /Associates /Directors.			
13)	Bio-data of Partners / Associates / Directors. Bio-data to be given in the Uploaded format		Annexure-A	
14)	Whether registration / obtention of licence from Govt. Authorities e.g. labour dept., ESIC, etc. are in place			
15)	Weather MSE (Medium Small Enterprises) registered, If so mention number and date.		Enclose MSE valid certificate	

16)	Weather Startup firm, if so please furnish the number, If so mention number and date.		Enclose valid start certificate up	
17)	Detailed description of high value of three works done during last 7 years, as per the criteria given. (i.e. name of organization, value of work done and date of completion) Copies of work orders, completion certificates must be enclosed.		Annexure I	
18)	Name and value of other similar major works on hand in PSU / Banks / Govt. Organizations / Software firms.		Annexure-II	
19)	Banker's Name			
20)	If you are registered in panel of organization/statutory bodies such as CPWD, PWD, MES, Banks etc. furnish their names, category and date of registration.		Enclose if any empanelment with other organizations	
21)	Weather firm has valid Electrical contractors license of Class-'A' in the state of Telangana or applicable in the state of Telangana as per norms of Electrical Department, Enclose copy of it.	License No: Valid till: Issued by:	Enclose Copy of License	
22)	Declaration regarding near relatives working in the Bank.			
23)	Names and addresses of the persons who will be in position to certify about the quality as well as performance of your organization.			
24)	Declaration (Annexure-III)		Annexure-III	
25)	Turnover			
	FY 2022-23	₹	Certificate issued by CA/ Profit & Loss statement	
	FY 2021-22	₹	Certificate issued by CA/ Profit & Loss statement	
	FY 2020-21	₹	Certificate issued by CA/ Profit & Loss statement	

26)	<u>WORK-1</u>			
	<u>Work Order Details for Work-1</u>		Work order (work-1)	
	Name of the Work			
	Work Order No			
	Work Order Amount			
	Work Order Date			
	<u>Work Completion Details for Work-1</u>		Completion Certificate (work-1)	
	Work Completion Value			
	Work Completion Date			
	Client Name			
	Client Address			
	Client Mobile Number and landline			
	Client official email ID:			
27	<u>WORK-2</u>			
	<u>Work Order Details for Work-2</u>		Work order (work-2)	
	Name of the Work			
	Work Order No			
	Work Order Amount			
	Work Order Date			
	<u>Work Completion Details for Work-2</u>		Completion Certificate (work-2)	
	Work Completion Value			
	Work Completion Date			
	Client Name			
	Client Address			
	Client Mobile Number and landline			
	Client official email ID:			
28	<u>WORK-3</u>			
	<u>Work Order Details for Work-3</u>		Work order (work-3)	
	Name of the Work			
	Work Order No			
	Work Order Amount			
	Work Order Date			
	<u>Work Completion Details for Work-3</u>		Completion Certificate (work-3)	
	Work Completion Value			
	Work Completion Date			
	Client Name			
	Client Address			
	Client Mobile Number and landline			
	Client official email ID:			
29	<u>WORK-4</u>			
	<u>Work Order Details for Work-4</u>			
	Name of the Work			

	Work Order No		Work order (work-4)	
	Work Order Amount			
	Work Order Date			
	<u>Work Completion Details for Work-4</u>		Completion Certificate (work-4)	
	Work Completion Value			
	Work Completion Date			
	Client Name			
	Client Address			
	Client Mobile Number and landline			
	Client official email ID:			
30	<u>WORK-5</u>			
	<u>Work Order Details for Work-5</u>		Work order (work-5)	
	Name of the Work			
	Work Order No			
	Work Order Amount			
	Work Order Date			
	<u>Work Completion Details for Work-5</u>		Completion Certificate (work-5)	
	Work Completion Value			
	Work Completion Date			
	Client Name			
	Client Address			
	Client Mobile Number and landline			
	Client official email ID:			
31	Authorization letter from OEM	Brand name: Letter no: Dt:	Annexure-iv	

NOTE: Separate sheets, photographs, documents, etc. requirement to the proposed work in support of above can be uploaded.