



बड़ौदा यू.पी. बैंक
Baroda U.P. Bank

TENDER DOCUMENT

TENDER FOR REFILLING OF FIRE EXTINGUISHER OF BRANCHES/OFFICE

ROMAHR/P&E/2022-23/HO/ 374

Date- 11.11.2022

SECTION - I

BARODA UP BANK, REGIONAL OFFICE, MAHARAJGANJ invites sealed tender from all the concerning vendors for refilling of Fire Extinguisher installed at our Branches and Regional Office situated in Maharajganj district, descriptions are as under:

BID SUBMISSION:

- ▶ Last Date and time for receipt of Bid:- 01-12-2022 5:00 PM
- ▶ Date and time of opening of Bid: - 05-12-2022 3:00 PM
- ▶ Refilling of fire Extinguisher effective date: 15.12.2022

Address for communication:

Baroda U.P Bank
Regional Office: Maharajganj,
Nichloul Road, Maharajganj
PIN 273303

E-mail Address: PE.ROMAHR@barodauprrb.co.in

Bids must be submitted through hand to hand or through registered Post.

The bid must contain two Envelopes as per procedure given below



FIRST ENVELOPE MUST CONTAIN ALL THE DOCUMENTS GIVEN BELOW:

1. **Annexure - I**
 2. Details of infrastructure for providing proper services.
 3. Photo copy of PAN Number duly attested.
 4. Photo copy of GST Number duly attested.
 5. Copies or service allotment and satisfactory service letter from institutions.
 6. The entire tender documents must be signed with the seal and attached as mark of acceptance of terms and conditions.
 7. All the documents should be self-attested along with stamp of the Firm.
- ▶ IF ANY OF THE ABOVE DOCUMENTS IS/ARE NOT SUBMITTED OR IF SUBMITTED BUT NOT DULY ATTESTED, THE BID WILL BE REJECTED & PRICE BID WILL NOT BE OPENED.
- ▶ IT MUST BE MENTIONED ON ENVELOPE "DOCUMENT SUBMITTED FOR BID OF REFILLING OF FIRE EXTINGUISHER"

SECOND ENVELOPE MUST CONTAIN ALL THE DOCUMENTS GIVEN BELOW:

SECOND ENVELOPE MUST CONTAIN only financial bid and nothing else.

- ▶ The price must be submitted on the prescribed format (Annexure-II).
- ▶ Price bid will not be accepted on any other format or document.
- ▶ It must be clearly mentioned "PRICE BID OF REFILLING OF FIRE EXTINGUISHER.
- ▶ BOTH TWO ENVELOPES MUST BE KEPT IN THIRD SEALED ENVELOPE AND SUPERSCRIBED "BID FOR REFILLING OF FIRE EXTINGUISHER".



GENERAL TERMS & CONDITIONS

1. Eligibility Criteria

- Only those vendors, who have minimum Two-Year experience of refilling of fire extinguisher in PSU's, Government organization/ Private Bank/ Engineering Colleges etc. (attach copies of service allotment and satisfactory service letter from institution).
- The firm should have a local office in Mahrajganj/ Mahrajganj District.
- The firm must be GST registered.

2. Payment:

Payment will be made by Regional Office after successfully work completion at all branches and office subjected to the satisfactory report of work.

3. Delay in Service:

The bidder must provide timely service, Penalty@1% per week of the bid cost will be charged to the supplier for a delay of one week of the receipt of order.

4. Validity:

The rate contract with selected vendor will be up to a period of one year from the date of acceptance of the rates.

5. Award of Work:

Award of the contract shall be made to the bidder with the lowest (L1) commercial quotation.

6. Legal Jurisdiction:

All legal disputes are subject to the jurisdiction of Mahrajganj only.

Other Terms and condition:-

- Conditional tenders shall not be accepted on any ground and shall be rejected straight away.
- Any deviation of the condition given by the bidder will not be accepted and the bid will be rejected without assigning any reasons.
- The entire tender documents must be signed with the seal and attached as mark of acceptance of term and conditions.
- The Baroda U.P. Bank, Regional Office, Mahrajganj is fully empowered to change any of these conditions, if wanted, at any point of time.

RIGHT TO REJECT BIDS:

Bank reserve the right to accept or reject any quotation or cancel the entire process at any stage without any reason whatsoever. The bank does not bind itself to accept the lowest of any quotation and reserves to itself the right to accept or reject any or all quotations, either in whole or part, without assigning any reason for doing so.

REQUEST FOR INFORMATION:

All queries relating to the tender, technical or otherwise, must be either in writing or by email only at PE.ROMAHR@barodauprrb.co.in

Regards,

Regional Head
Mahrajganj



Accepting all the above terms and conditions.

Place :

Signature & Seal of the Bidder.

Date :

Name:

FIRST ENVELOPE MUST CONTAIN ALL THE DOCUMENTS GIVEN BELOW:

1. **Annexure - I**
 2. Details of infrastructure for providing proper services.
 3. Photo copy of PAN Number duly attested.
 4. Photo copy of GST Number duly attested.
 5. Copies or service allotment and satisfactory service letter from institutions.
 6. The entire tender documents must be signed with the seal and attached as mark of acceptance of terms and conditions.
 7. All the documents should be self-attested along with stamp of the Firm.
- ▶ IF ANY OF THE ABOVE DOCUMENTS IS/ARE NOT SUBMITTED OR IF SUBMITTED BUT NOT DULY ATTESTED, THE BID WILL BE REJECTED & PRICE BID WILL NOT BE OPENED.
- ▶ IT MUST BE MENTIONED ON ENVELOPE "DOCUMENT SUBMITTED FOR BID OF REFILLING OF FIRE EXTINGUISHER"

SECOND ENVELOPE MUST CONTAIN ALL THE DOCUMENTS GIVEN BELOW:

- SECOND ENVELOPE MUST CONTAIN only financial bid and nothing else.
- ▶ The price must be submitted on the prescribed format (Annexure-II).
- ▶ Price bid will not be accepted on any other format or document.
- ▶ It must be clearly mentioned "PRICE BID OF REFILLING OF FIRE EXTINGUISHER.
- ▶ BOTH TWO ENVELOPES MUST BE KEPT IN THIRD SEALED ENVELOPE AND SUPERSCRIBED "BID FOR REFILLING OF FIRE EXTINGUISHER".



Annexure-I
Technical Bid

1.	Name of the Firm/Company	
2.	Address	
3.	Name of Proprietor or Name of Partner /Director/Associates	
4.	Details and Value of Major Refilling taken up during the last 2yrs with reputed financial organizations/banks	
5.	List of other major customers (Work Order/Experience/ Service certificate to the effect from the customers are to be enclosed)	
6.	PAN Number (for TDS)	
7.	GSTIN No. (Certificate attached)	
8.	Any other relevant information with documents	

Place:

Signature & Seal of the Bidder

Date:

Name:



Annexure-II

Financial Bid

Sr. No.	Item with Brief Details of (For Refilling)	Units	Rate per unit (Excl. GST)
1.	CO2 type 3kg capacity Fire Extinguisher		
2.	CO2 type 4.5kg capacity Fire Extinguisher	58	
3.	ABC dry powder type 3kg capacity Fire Extinguisher		
4.	ABC dry powder type 4kg capacity Fire Extinguisher		
5.	ABC dry powder type 6kg capacity Fire Extinguisher		
	Total		
	Transportation (pick up and Branch delivery charges)	58	
	Total Expense with transportation		

1. Work rates should be including service charge of engineer inclusive of all charges. No extra charge will be payable for travelling, boarding and any other expenses.
2. GST will be paid extra as per GOI Norms.
3. Above quantity are tentative, Payment will be made as quantity according to service report duly verified by branch Manager.

Place:

Signature & Seal of the Bidder.

Date:

Name:

