



आज़ादी का  
अमृत महोत्सव



बड़ौदा यू.पी.बैंक  
Baroda U.P. Bank

**BARODA U.P. BANK**  
**Head Office GORAKHPUR**  
**(Sponsored by Baroda UP Bank)**  
**Buddh Vihar Commercial Scheme,**  
**New Shivpuri Colony,**  
**Taramandal,**  
**Gorakhpur**

**Tender for Hiring of Generator Services at**  
**Head Office Gorakhpur**

Date.17.07.2023

General Manager

## **Notice to Contractors / Pre - Qualification**

Dear Sir / Madam,

**Subject: Baroda UP Bank, Head Office, Gorakhpur invites two bid system in sealed tenders for providing generator (power backup) facility of 20 KVA, 30 KVA and 160KVA on rental basis for Head Office and Training Center Gorakhpur.**

### **Eligibility Criteria:**

- He/She/They should be familiar with the area.
- He/She/They should be able to provide manpower during the period as required by the Bank to look after the DG set.
- He/She/They should possess the adequate technical/ operating skill for running the generator sets.
- The vendor should be financially sound i.e., capable of providing services at their own cost.
- In case of Company / Firm, Local office should be situated in **Gorakhpur**. For Individual, they should be resident of Gorakhpur
- The vendor should be capable of providing alternate arrangement in case of break-down at any point of time to ensure uninterrupted service of the bank.
- Having minimum of total of 100 KVA installed capacity.

**In accordance with double bid system, following information should be provided in two sealed envelopes.**

**Envelope no 1-** Only technical information (As per format of Technical Bid) viz. capacity of generator, name and other information of the individual/firm/company and other related documents should be provided in “**Technical Bid**” super-scribed envelopes. **A Tender amount of Rs 500/-** (Rupees Five Hundred Only) is to be deposited in the form of Demand Draft/Bankers Cheque issued by a Schedules commercial bank, in favor of “**Baroda UP Bank, Head Office, Gorakhpur**”

Tender submitted without Tender Amount, is liable to be rejected/ not considered.

“No indication as to price aspect to be given in “Technical Bid”.

Technical Bid also enclose following documents:-

- **In case of Individual:** Aadhar Card, PAN Card, Performance Certificate.
- **In case of Firm:** Aadhar Card of Proprietor/Partner, PAN Card of Proprietor/Firm, and Copy of last three years Balance Sheet, GST Registration Certificate and Performance Certificate.
- **Work order copy of minimum 100 KVA installed capacity is mandatory to qualify technically.**

**Envelope no 2-** Only financial information (As per format of financial bid) should be provided in “**Financial Bid**” super-scribed envelopes.

Super-scribe the Technical and Financial Bid envelopes as “**Application for hiring generator for Baroda UP Bank Head Office at Gorakhpur**” With name and full address of individual/firm/company and to keep both Technical and Financial Bid envelopes in one sealed envelope and shall be deposited at the address mentioned below **on or before 07.08.2023 up to 4.00 PM.**

**BARODA U.P. BANK  
Head Office GORAKHPUR  
Buddh Vihar Commercial Scheme,  
New Shivpuri Colony,  
Taramandal, Gorakhpur**

If “**Technical Bid**” and “**Financial Bid**” is not kept in two separate envelopes, it shall not be considered. The application/s which is/are received after due time are liable to be rejected.

Tender documents may be obtained from Bank’s website in  
Tenders Section:<https://www.barodaupbank.in/tender.php>

Nothing in this tender shall be construed to create any legal obligation on issuer Bank or its representative. The Bank reserves the right to reject any/all the applications without assigning any reason, thereof, at any stage. In no event shall issuer bank be liable for any loss or damages to bidder or its representative.

LAST DATE AND TIME FOR  
SUBMISSION OF TENDER DOCUMENTS

**: DATE: 07.08.2023 UPTO 4:00 PM**

DATE AND TIME FOR OPENING  
OF Technical Bid

**: DATE: 08.08.2023 at 4:30 PM**

Terms and conditions for the bidder:

- 1) In any case the **DG set should be ISO certified/ISI mark.**
- 2) Contract will be in two parts, one for reimbursement of diesel expenses and other for hiring generator set. For hiring, rate will be fixed for three years and may be reviewed after three years depending on the performance.
- 3) As far as possible DG Set should be sound proof and weather proof enclosure should be there and should confirm the statutory government noise level norms.
- 4) If DG set is taken on Rent/Lease with fuel plus rent basis, fuel gage meter should be available with the DG Set.
- 5) The vendor should have license/No objection certificate from the local bodies to install the generator set outside the premises, wherever applicable.
- 6) The DG Set should be efficient and only new DG set should be installed.
- 7) DG Set will have to be placed in the premises or near the premises of the bank office as per its requirement. The load of generator will be for exclusive use of the bank and should not be shared with any other agency or party.
- 8) The tenderer shall not make any correction/alteration on these documents. All rates shall be quoted (in figures and words) inclusive of taxes, freight, and insurance, octroy, loading and unloading charges except GST.
- 9) Any additions and alterations made while filling the tender must be attested by initials of the tenderer. Over writing of figures is not permitted. Failure to comply with either of these conditions will render the tender void. No advice or any change in rates or conditions after submission of the tender will be entertained.
- 10) Each of the tender documents is required to be signed by the person or persons submitting the tendering token of his having acquainted himself with all the conditions/ specifications as laid down. Any tender with any such document / paper not signed or with details marked as applied for shall be rejected. It will be obligatory on the part of tenderer to sign on all the pages of the tender. Conditional tenders shall be rejected. If any of the documents are missing or found unsigned the tender shall be considered as invalid also rates not filled up in any item or marked as actual plus percentages shall make the tender as invalid and shall be rejected.
- 11) The services of generator of 160 KVA and 20 KVA is required for the office from 9.00 a.m. to 7.00 p.m. on monthly rental basis and even beyond 7.00 p.m. if it is required by the bank on exigency basis on any days and service of 30 KVA DG set is required for the office for 24X365 days on monthly rental.
- 12) The services will be required to be provided even on Sundays and Holidays, if so desired, by the Bank.

- 13) All the taxes/municipal charges i.e. Sales Tax, TDS etc., as applicable will be borne by the generator owner.
- 14) If the service of supply of electricity through generator is not up to the mark or to the satisfaction of the Bank, the contract will be liable to be terminated on issuance of one month notice by Bank.
- 15) If the contractor fails to provide the generator supply as per agreement, penalty by way of proportionate rent shall be levied and will be recoverable from the monthly rent. In case the generator provided by the contractor breaks down at any point of time, alternate arrangement will have to be kept ready to ensure uninterrupted service. Repairs charges are to be borne by contractor.
- 16) Bank reserves the right to rescind this contract at any point of time during period of this contract without assigning any reason, by giving one month's prior notice.
- 17) Meter shall be installed for measuring timings for which generator actually run. (The cost of meter will be borne by the vendor/DG Set owner.**
- 18) Bank shall not be liable for security of the generator set.
- 19) TDS applicable will be deducted from payment made as per extant Income Tax Rules.
- 20) Payment will be made through direct credit to account/ NEFT only. No cash/cheque payment will be allowed.
- 21) The cost of diesel consumed during the month shall be paid on monthly basis of rate per liter on last day of each month.
- 22) The DG Set will be provided at owner's risk and necessary security will be provided by the owner himself and not by the bank. In case of any casualty from the generator or otherwise, the bank shall not be liable for any loss, damage whatsoever. The contractor shall be liable solely for the same.
- 23) Pollution norms in the area must be complied with by vendor.
- 24) In order to ensure performance of the vendor, performance security deposit equal to three month's rent shall be obtained.** The Bank shall have absolute right to forfeit the security deposit and/or to rescind the contract in case of any loss of service to bank for which the decision of the Bank shall be final, with further right of Bank to recover the remaining amount of loss, if any, after forfeiture of the security. The deposit will be interest free and will be paid back on termination of contract.
- 25) Fixed cost will be linked to the contract period and will not be increased during the contract period. Also, no increase of rent request will be entertained during the contact period.
- 26) The applicant must enclose all the relevant document

- In case of Individual: Aadhar Card, PAN Card, Performance Certificate.
- In case of Firm: Aadhar Card of Proprietor/Partner, PAN Card of Proprietor/Firm, and Copy of last three years Balance Sheet, GST Registration Certificate and Performance Certificate.

27) Any other conditions may be added as per requirement.

28) Bidders/Tenderer are also advised to keep on checking our website till last date of tender for any change or corrigendum in Tender Document.

29) Nothing in this tender shall be construed to create any legal obligation on issuer Bank or its representative. The Bank reserves the right to reject any/all the applications without assigning any reason, thereof, at any stage. In no event shall issuer bank be liable for any loss or damages to the bidders or its representative.

I/We hereby agree to abide by all the terms and conditions mentioned above for providing DG set on lease to bank.

**Place:**

**Date:**

**Signature of Applicant**  
**(Firm/company to put stamp/seal)**

## Technical Bid

(To be submitted in separate envelope with supporting documents)

Office Name: Baroda UP Bank Head Office Gorakhpur

Sr. No.	Description	Remarks
1.	Name of the applicant	
2.	Address	
	Phone No.	
	E-mail ID.	
3.	Name of the Proprietors/Partners. (In case of non-Individual)	
4.	ID of Vendor/ Proprietors/Partners (Enclose attested copy).	
5.	PAN Card (Enclose attested copy).	
6.	Goods & Service Tax Registration Certificate (Enclose attested copy).	
7.	List of contracts in hand (Enclose copies). Minimum 100 KVA	
8.	Copies of work order (Enclose copies).	
9.	Income Tax return for the last three years (Enclose attested copies).	
10.	Balance Sheet for the last three Years (Enclose attested copies).	

**Place:**

**Date:**

**Signature of Applicant**  
**(Firm/company to put stamp/seal)**

## Financial Bid

(To be submitted in the separate envelope)

Office Name: Baroda UP Bank Head Office Gorakhpur

Sr. No	Particulars	Remark / Calculated figure
1.	Office Name	
2.	Name of applicant	
3.	Mob No	
4.	DG sets taken on lease/rent on monthly rental basis wherein <b>all expenses including, lubricants, operator cost etc., are to be borne by the vendor.</b>	20 KVA -Rs..... / Month ..... 30 KVA -Rs..... / Month ..... 160 KVA -Rs... .. / Month .....
5.	Fuel consumption per hour (DG set is taken on monthly rent with lubricants, operator expenses etc. including all expenses <b>but excluding consumption of diesel</b> for running the generator cost of diesel consumed will be reimbursed on monthly basis.)	20 KVA - .....litre/hour ..... 30 KVA - .....litre/hour ..... 160 KVA - .....litre/hour .....
6.	Period of agreement	3 years
7.	Security of DG set	By the vendor
8.	Insurance of DG set	By the vendor
9.	Cost incurred on execution of agreement between bank and applicant for hiring of generator	By the vendor

**\*\* All rates shall be quoted (in figures and words) inclusive of taxes, freight, and insurance, octroi, loading and unloading charges except GST.**

**Place:**

**Date:**

**Signature of Applicant**  
**(Firm/company to put stamp/seal)**



## Calculation sheet for arriving L-1

Capacity	Rent per month ( in Rs)	Diesel Consumption for 50 hours (in litre)
20 KVA		
30 KVA		
160 KVA		
<b>Total</b>		

<b>Total Rent of three DG set per month</b>	Rs
<b>Cost of Diesel for 50 hours for three DG set (Rate per liter X Diesel Consumption per hour)X50</b>	Rs
<b>Total</b>	<b>Rs</b>

For office use only