

TENDER NOTICE

EMPANELMENT OF VENDORS FOR NON-COMPREHENSIVE AMC FOR ABC TYPE FIRE-EXTINGUISHER .

THE INFORMATION PROVIDED BY THE BIDDERS IN RESPONSE TO THIS TENDER DOCUMENT WILL BECOME THE PROPERTY OF JRG BANK (JHARKHAND RAJYA GRAMIN BANK) AND WILL NOT BE RETURNED.

JRG BANK RESERVES THE RIGHT TO AMEND, RESCIND OR REISSUE THIS TENDER DOCUMENT, ALL AMENDMENTS WILL BE ADVISED TO THE BIDDERS, AND SUCH AMENDMENTS WILL BE BINDING ON THEM.

THIS DOCUMENT IS PREPARED BY JRG BANK FOR ABC TYPE FIRE-EXTINGUISHER (NON-COMPREHENSIVE) AMC.

Notice Inviting TENDERS

EMPANELMENT OF VENDORS FOR

NON-COMPREHENSIVE AMC FOR ABC TYPE FIRE-EXTINGUISHER

TENDER NO. 09/2022-23 dated 15.03.2023

TENDER SCHEDULE:

Tender availability	www.jrgbank.in	
Availability of Tender	Date	
	15.03.2023	
Last date of submission of Tender	Date	Up to
	06.04.2023	5:00 PM
Date of opening/verification of Technical Tender	Date	Up to
	11.04.2023	11:00 AM
Date of opening of Financial Bid	Date	Up to
	11.04.2023	4:00 PM
Tender cost : Non-Refundable	Rs. 1000/- (Exempted for MSME units)	Demand Draft in favour of JRG Bank (Jharkhand Rajya Gramin Bank) payable at Ranchi
EMD	Rs. 5000/- (Exempted for MSME units)	
Performance Guarantee	10% of Contract amount	
Validity of AMC Period	Three Years subject to annual renewal after satisfactory performance	From the date of agreement

Appointed Officer for enquiries	Shri Rajesh Kumar - 9430185853
Tender Should be submitted to: The General Manager JRG Bank (Jharkhand Rajya Gramin Bank) Head Office-Ranchi 3rd Floor, Market Complex, Zila Parishad Premises, Near Kutchery Chowk ,Ranchi-834001	EMD Should be submitted at the office of: JRG Bank (Jharkhand Rajya Gramin Bank), 3rd Floor, Market Complex, Zila Parishad parishar, Near Kutchery Chowk ,Ranchi-834001
Tender Submitted by	Name of the vendor: M/s _____ Address: _____ _____

The Bank will not be bound to accept the lowest tender. The Bank also reserves the right to accept or reject summarily any or all the tenders without assigning any reason whatsoever.

GENERAL MANAGER

SECTION - I
SCOPE OF WORK

JRG Bank (JHARKHAND RAJYA GRAMIN BANK) is a Regional Rural Bank, sponsored by State Bank of India, and jointly established by Government of India, Government of Jharkhand and State Bank of India. Our Bank has 445 branches as of now and are operating in Eight regions viz. Ranchi, Singhbhum, Gumla, Palamu, Hazaribagh, Giridih, Deoghar & Godda in the State of Jharkhand. All the 445 branches, 8 Regional Offices & Head Office have been functioning in a computerized environment on CBS platform.

The Bank invites technically complete and commercially competitive bids from the Firms for **Annual Maintenance (Non-Comprehensive) of ABC type Fire-Extinguisher** installed in our 445 branches, 8 Regional Offices & Head Office in Jharkhand.

This includes the non-comprehensive maintenance (Details below):

- i) Half-yearly maintenance of fire-extinguisher
- Re-filling of Fire-Extinguisher, as and when required or as per re-filling schedule.
 - Check surface condition (paint/corrosion)
 - Check for mechanical damage/ denting.
 - Check for broken hanger attachment/handle lug, horn etc.
 - Check for seals, if broken or missing replaces it.
 - Check for brackets position. If not in position fix it.
 - Check for wear, corrosion and loose or missing screw.
 - Check for corrosion, dents, cracks etc. if detected, indicate in report with remarks.
 - Check for blocked tube. If blocked de-chock it.
 - Check Pressure Gauge.
 - Giving detailed service report
 - All defects/damages noticed during inspection/servicing, the same may be reported in the report & corrective measures must be executed.

Details of locations in Jharkhand State are:

S.N	Region	Districts covered	No. of Branches
1	Ranchi	Ranchi & Khunti	45
2	Singhbhum	East Singhbhum ,West Singhbhum & Seraikella -Kharsawan	81
3	Gumla	Gumla, Simdega ,Latehar & Lohardagga	47
4	Palamu	Palamu & Garhwa	73
5	Hazaribagh	Hazaribagh ,Chatra, Ramgarh & Koderma	36
6	Giridih	Giridih ,Dhanbad & Bokaro	41
7	Deogarh	Deogarh , Jamtara & Dumka	70
8	Godda	Godda , Sahebganj & Pakur	52
9	Head Office	Ranchi	

DISCLAIMER

The information contained in this Request for Proposal (RFP) document or information provided subsequently to bidder(s) or applicants whether verbally or in documentary form by or on behalf of Jharkhand Rajya Gramin Bank, Head Office (Bank) is provided to the bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

This RFP is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of bids. The purpose of this RFP is to provide the bidder(s) with information to assist the formulation of their proposals. This RFP does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP and where necessary obtain independent advice. Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

ANNEXURE-II

TERMS and CONDITIONS

1. The rates quoted should be valid throughout the AMC duration period (Three Years).
2. Once your rates as quoted in your bid as per the aforesaid tender is accepted, you will be bound to execute the orders, so placed with you, throughout the specified period and no request for increase in rate(s) subsequently nor any excuse for non-execution of the order on account of non-availability of spares and/or any other reason(s) will be entertained.
3. The rates quoted should include mandatory preventive half-yearly maintenance of fire-extinguisher as stated above. Apart from the above half-yearly visits, all complaints / breakdown calls /refilling calls will have to be attended **without any cost** within 24 hours for city branches and within 48 hours for rural branches. An alternative serviceable unit may be provided in case the existing unit has to be taken out for necessary repairs and the original unit / part shall be refitted after repairs at the earliest.
4. During the preventive half-yearly maintenance of Fire extinguishers at the Office/Building, the demonstration of operation of the fire extinguisher has to be given to staff members/security guards of the concerned Branch/Office by the Vendor and it must be mentioned in Service Report.
5. As the Annual Maintenance Contract is Non-comprehensive in nature. It is mandatory on the part of the vendor that they should replace the defective parts of the FIRE-EXTINGUISHER only after approval from the concerned Regional Manager (RM).
6. **TECHNICAL PARAMETER**
 - a. The service provider should be a registered company/firm with authentic PAN, GSTIN etc.
 - b. Any PSU Bank shall not have blacklisted the company/firm nor should their name be figured in the IBA caution list.
 - c. The firm should have earned profit during the last three years.
 - d. Minimum three years' experience required in ABC type fire extinguisher business.
7. **MAINTENANCE STANDARDS EXPECTED DURING EMPANELMENT**
 - a. Vendors should ensure that the defects in the ABC Type fire Extinguisher reported on any day are set right within 48 hours. In case, the fire-extinguisher cannot be repaired within the stipulated period, the supplier should provide a replacement till the system is returned duly repaired.
8. **PRICE COMPARISON:**
 - a. The price quoted should be only in Indian rupees and inclusive of all costs/ charges but excluding statutory taxes e.g. GST.
 - b. No other charge will be entertained.
 - c. The rate must include onsite maintenance covering all parts, service and visits to the site.
 - d. No advance will be paid by the Bank. Bills to be submitted to concern Regional Offices after completion of half year with copies of service reports duly signed by BMs of Branches.
 - e. Rates shall be valid for 3 years from date of approval. After expiry of said validity period, the contract may be extended, at the sole discretion of the Bank for a maximum of further one year, at a time at the same terms & conditions. The extension of contract will be based on the feedback on performance of the Firm. No price hike shall be permitted during this period. Bank shall have sole discretion to terminate the contract agreement at any time during the contract period, if considered necessary, for any reason, whatsoever.

9. PERFORMANCE GUARANTEE:

Performance guarantee in the form of Bank guarantee equivalent to 5% of contract price and valid for entire duration of AMC (i.e. 3 years) is to be submitted within 30 days of contract. Failing to submit it, no payment will be released.

10. SPLITTING OF ORDER:

Bank may at its discretion may split the work order among bidders subject to interested bidder agreeing to provide service at lowest rate discovered during the tender process.

11. PAYMENT

Payment for AMC shall be made to you at the Regional Office on half-yearly basis after expiry of term and is subject to submission of satisfaction report by Branch and Preventive maintenance task executed report (confirmed by Branch Manager). No request for release of payment in between will be entertained.

12. NO ERASURES OR ALTERATIONS:

Technical /Commercial details must be completely filled up. Corrections or alterations, if any should be authenticated.

13. NO PRICE VARIATIONS

The commercial offer shall be on a fixed price basis. No upward revision in the price will be considered due to any subsequent increase in cost.

14. EVALUATION PROCESS

Offers will be evaluated in the following stages:

- a) **Stage I:** Bidder eligibility criteria will be evaluated. Offers not complying with the eligibility criteria will be rejected summarily. Shortlisting of bidders based on technical evaluation will be prepared.
- b) **Stage II:** Commercial bids will be examined for the bidders who have qualified the Stage-I.

15. OPENING OF BIDS

Technical bids will be opened at 11:00 AM on 11.04.2023 in the presence of bidders. The technical bids will be opened at prescribed time and date irrespective of the numbers of bidder or their representatives present. The Financial bid will be opened at 4:00 PM on 11.04.2023. The bidders/their representatives may be present at the time of opening of the bids. No separate intimation will be sent in this regard to the bidders.

16. In case of failure/delay in executing the order, the Bank shall be at liberty to get the same done through any other source(s) at its sole discretion and payment made to them on account of service available will be deducted for the AMC fee payable to vendor.

17. Bank reserves the right to accept/reject any or all application at any time prior to registration or any time after registration, without thereby incurring any liability to the affected applicants or any obligation to inform the affected applicants of the grounds for Bank's action.

18. Bank can at any time issue clarification, addendum or corrigendum. The same will be published in the Bank's website. The applicants are requested to regularly visit the Bank's website.

19. Application received after the last date and prescribed time will be rejected.

20. Bids without signature or with unauthorized signature and seal will be rejected summarily.

21. The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reason whatsoever.

22. The Bank reserves the right to award the order Region-wise/District wise to one or more Vendor(s) based on the tender submitted under this invitation.
23. During each visit representative of the firm will give training to the bank's staff in operation and maintenance of the system.
24. Bank can at any time issue clarification, addendum or corrigendum. The same will be published in the Bank's website. The applicants are requested to regularly visit the Bank's website.
25. Advance will not be paid for executing any order for cases whatsoever.

(GENERAL MANAGER)

(Letter to the bank on the Supplier's letterhead)**To**

The General Manager,
Jharkhand Rajya Gramin Bank,
Zila Parishad Premises, Market Complex,
3rd Floor, Near Kutchery,
Ranchi – 834001

Dear Sir,

Sub: Your tender notice for ABC TYPE FIRE FIRE-EXTINGUISHER (NON-COMPREHENSIVE).

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender forms, we hereby enclose our offer for the maintenance of **ABC TYPE FIRE EXTINGUISHER** as detailed in your above-referred tender notice.

We confirm that any PSU bank / RRB have not disqualified us at present.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the tender form.

We also confirm that the offer shall remain valid for three years from the last date for submission of the offer.

Earnest Money (EMD) of Rs 5000/- (Rupees five thousand Only) submitted in the form of Demand Draft/ No. _____ dated _____, issued by _____ (Name of the Bank) drawn in favour of JRG Bank payable at ranchi, is enclosed.

We understand that either the Bank is not bound to accept the offer in part or in full and that, the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

Yours faithfully,

Authorised Signatories
(Name & Designation, seal of the firm)

SUPPLIER'S PROFILE

1. Name of the Organization and Address:

2. Year of Establishment:

3. Status of the firm:
(Whether Pvt. Ltd. company / Public Ltd. company/ Partnership Firm / Proprietorship Firm)

4. Name of the Chairman/Managing Director/CEO/Country Head (as the case may be):

5. Whether registered with the Registrar of Companies/Registrar of Firms in India. If so, mention number and date and enclose Registration Certificate copy.

6. a) Name and address of Bankers :
i) ii)

- b) Turnover of the Company/Firm in 2019-20, 2020-21 and 2021-22: (Please attach a copy of audited Balance Sheet and Profit & Loss Account for the years 2019-20, 2020-21 and 2021-22)

2019-20:

2020-21:

2021-22:

7. Whether registered for GST purposes. If so, mention number and date. Also, furnish copies of GST clearance certificate.

8. Whether an assessed of Income Tax. If so, mention Permanent Account Number. Furnish copies of Income tax clearance certificate.

9. Is the company / Firm a manufacturer of **ABC Type Fire-Extinguisher**? If yes,
a Give the names of country where manufacturing unit is located

- b Mention the address & phone number of the company's offices present in Jharkhand

- c Give the date of opening of said offices.

10. Give details of after-sales service facility in terms of technical manpower and spares provided by your company in above locations.

11. What are your main field of activities? Mention the fields giving the annual turnover for each field.

12. Since when and how long your Company/firm has been in business of **ABC TYPE FIRE-EXTINGUISHER**.

13. If you have been prequalified by other organization / statutory bodies, such as Banks, CPWD, PWD, etc. For **ABC TYPE FIRE-EXTINGUISHER**, furnish their names, category and date of registration.

14. Furnish the names of renowned organization, where you are empanelled as Service provider for **ABC TYPE FIRE EXTINGUISHER**.

Name of organization with Address	Year of empanelment	Value of order

(Please attach the copies of their orders)

15. Details of Technical Staff:

Sr. No.	Name	Qualifications	Post Held	Experiance

16. List of Enclosures:

- (a) Certificate of Registration / Partnership Deep.
- (b) Certificate of Registration with Income Tax, Service Tax, EPF, ESI, VAT/TIN
- (c) Audited Balance Sheet (Statement of last 3 years)
- (d) Copies of Income Tax Returns / Assessment Orders for the last 3 years.
- (e) Copies of work orders as mentioned above along with photocopies of relevant TDS certificates and satisfactory completion Certificate.
- (f) Demand Draft for EMD.

Note: In absence of any of the above enclosure, your application is likely to be rejected.

DECLARATION

1. I / We have read the instructions appended and all terms and conditions and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Jharkhand Rajya Gramin Bank, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of **JHARKHAND RAJYA GRAMIN BANK** in selection of contractors will be final and binding to me / us.
3. All the information furnished by me hereunder is correct to the best of my knowledge and belief.
4. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.

Place:

Date:

SIGNATURE

NAME & DESIGNATION

SEAL OF ORGANISATION

FINANCIAL BID

Items Description	HSN Code	Rate/ Quarter/Branch	GST %	GST Amount (Rs.)	Total Amount /Quarter/Branch (Rs.)
Rate for Half-yearly maintenance of fire-extinguisher as stated in section –I (Scope of work)					