



State Bank of India

First Floor, State Bank Global IT Center, Plot no.8, 9, 10, Sector 11, CBD Belapur,
Navi Mumbai 400614

RFP No. SBI/GITC/ESTATE/2025-26/20

**PROPOSED DISMANTLING & DISPOSAL OF OLD INTERIOR FIT-OUT AT 5TH
FLOOR A & B WING, SBI GITC, CBD BELAPUR**

TECHNICAL BID

TENDER SUBMITTED BY:

NAME : _____

ADDRESS : _____

GSTIN NO. : _____

DATE : _____

NOTICE INVITING TENDERS**PROPOSED DISMANTLING & DISPOSAL OF EXISTING INTERIOR FIT-OUT AT 5TH FLOOR A & B WING, SBI GITC, CBD BELAPUR.**

SBI invites “Tender/Bid” for captioned work from the contractors empaneled with Mumbai metro for disposal of Scraps and interior / Civil renovation works in appropriate category only entitled to quote for this tender.

The details of tender are as under:

S. No.	Particular	Description
1.	Name of work	PROPOSED DISMANTLING & DISPOSAL OF OLD INTERIOR FIT-OUT AT 5 TH FLOOR A & B WING, SBI GITC, CBD BELAPUR.
2.	Nature of Work	Dismantling & disposal of fit-out, buyback for scrap.
3.	Time allowed for completion	(30 days)
4.	Earnest Money Deposit	1. Rs. 80,000/- (Rupees Eighty thousand only) by means of (mode of Transaction) NEFT, RTGS and intra-Bank transfer (SBI to SBI only), as per details mentioned in tender document. 2. EMD to be deposited on or before the time and last date of submission of the tender. 3. Ensure submission of proof of remittance of EMD along with tender document.
4.1	Account details for EMD	As per clause no. 12.1
5.	Initial Security Deposit	1.5 times the Amount of Bid including EMD.
6.	Date of issue of tender documents form Bank's website	
7.	(a) Technical and Price Bid (for all Empaneled bidders)	11.05.2026 to 21.05.2026 from Bank's website www.sbi.co.in under <Link>procurement news.
8.	Last date & time for submission of Technical bid, EMD and cost of tender document	21.05.2026; 03.00 pm
9.	Date & time for opening Of Technical & Price bid.	21.05.2026; 03.30 pm
10.	Address at which Technical bid (hard copy) along with EMD & tender document has to be submitted.	Asst. General Manager (Estate) , 1 st Floor, 'C' wing State Bank Global IT Center, Plot no.8, 9, 10, Sector 11, CBD Belapur, Navi Mumbai 400614.
13.	Place of opening tenders	Asst. General Manager (Estate) , 1st Floor, 'C' wing State Bank Global IT Center, Plot no.8,

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		9, 10, Sector 11, CBD Belapur, Navi Mumbai 400614.
14.	Liquidated Damages	Penalty @ Rs.500/- Per day shall be imposed for the exceeding stipulated time
	Contact Details	For any query kindly contact below mentioned official Abhijeet Kumbhar – Dy. Manager (Civil) - 022 - 27537426 Extn: 7428, 7045763373.

15. The contractor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages.

16. No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before opening of the price-bid. Contractor has to comply with the preambles mentioned in the price bid along with conditions of technical bid.

17. The SBI reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.

18. Tenders received without EMD shall be summarily rejected and such tenders shall not be allowed to participate.

19. 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.

20. SBI has the right to accept / reject any / all tenders without assigning any reasons and no correspondence shall be entertained in this regard.

Yours Faithfully,

Asst. General Manager (Estate)
SBI GITC, CBD Belapur.

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FORM TENDER

To,
Asst. General Manager (Estate),
1st Floor, 'C' wing,
State Bank Global IT Center,
Plot no.8, 9, 10, Sector 11,
CBD Belapur,
Navi Mumbai 400614.

Dear Sir,

Having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the specifications, design, drawings and instructions in writing referred to in conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of work	PROPOSED DISMANTLING & DISPOSAL OF OLD INTERIOR FIT-OUT AT 5TH FLOOR A & B WING, SBI GITC, CBD BELAPUR
(b)	Earnest Money	Rs. 80,000/- (Rupees Eighty thousand only) by means of (mode of Transaction) NEFT, RTGS and intra-Bank transfer (SBI to SBI only), as per details mentioned in Tender document. EMD to be deposited on or before the time and last date of submission of the tender.
(c)	Time allowed for completion of the Works from Seven day after the date of written Order or date of handing over of the site (Whichever is later) to commence the work	30 days

- 1) Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed hereto so far as may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said contract.
- 2) I / We have deposited a sum of **Rs. 80,000/- (Rupees Eighty thousand only)** of the total tender amount as Earnest Money with the SBI on behalf of SBI which amount is not to bear any interest. Should I / We fail to execute the Contract when called upon to do so I / We do hereby agree that this sum shall be forfeited by me/us to SBI,
- 3) I / We understand that as per terms of this tender, the SBI may consider accepting our tender in part or whole or may entrust the various work proposed in phases. We, therefore, undertake that we shall not raise any claim/ compensation in the eventuality of Bank/SBI deciding to drop any of the work from the scope of work of this tender at any stage during the contract period. Further, we also undertake to execute the work entrusted to us in phases on our approved rates and within stipulated time limit without

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any extra claim for price escalation as also provided for in the clause 11.1.6 "Instructions to Tenderers" of this tender.

- 4) I/ We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period including authorized extended contract period, if any.

- 5) Our Bankers are:

i)

ii)

The names of partners of our firm are:

i)

ii)

Name of the partner of the firm

Authorized to sign

Or

(Name of person having Power of Attorney to sign the Contract.

(Certified true copy of the Power of Attorney should be attached)

Yours faithfully,

Signature of Contractors.

Signature and addresses of Witnesses

i)

ii)

INSTRUCTIONS TO BIDDERS

1. The Bidders shall submit Technical Bid and Financial bid in two separate sealed envelopes and put both the envelopes in a separate big sealed envelope super scribing **“Tender for proposed dismantling & disposal of old interior fit-out at 5th floor A & B wing, SBI GITC CBD Belapur”**. The Sealed envelope (containing Envelope 1 & 2 as given below) addressed to **The Asst. General manage (Estate), SBI GITC CBD Belapur** shall contain Following documents:

Envelope 1 –

- 1) Technical Bid (duly filled up, signed and stamped on each page).
- 2) Proof of remittance of EMD.
- 3) Authorization Letter in favour of Signatory, if required.

Envelope 2 –

- 1) Financial Bid – Duly filled up BOQ with sign and stamp on each page

The Bidders shall sign and stamp each and every page of technical bid and financial bid.

2. The Bidders is advised to visit and inspect the site at his own cost and responsibility and to gather all necessary information which may be required for completing the tender. Ignorance of site conditions or local information shall not be considered as an excuse for non-performance/ shortcomings in the contract work. Only two bidders from one agency will visit the site.

3. The tender should contain not only the rates but also the value of each item of work entered in the prescribed column of the BOQ (Financial Bid) and all the items should be totalled up in order to show the aggregate value of the entire tender (i.e. Total cost of work and Buyback value for the scrap item). The rates quoted by the Bidders should be expressed accurately in figures to avoid any scope of discrepancy. The rates quoted by the Bidders in item rate tender will be the basis (and not the amounts in case of discrepancies) of finalizing the tender.

4. It shall clearly be understood that the rates quoted in the tender are for complete work at site as per instructions to Bidders, terms of contract, special conditions of contract specifications and addenda referred to therein and also for all such works as are necessary for the proper completion of the contract although may not have been made in the specifications or in tender documents. The rates shall be firm and shall not be subject to cost escalation on account of labour and material and labour conditions or any other reason whatsoever during entire period of execution.

5. Every page of the tender shall be signed on the bottom of right-hand side and any tender not so completed shall be treated as defective and liable to be rejected.

6. The contract will be governed by the Indian Contract Act, Indian Sales of Goods Act and all other relevant laws.

7. The rates quoted shall be for complete work to make the premises bare shell at site and should be inclusive of incidentals expenses necessary for carrying out the work. The rates shall be inclusive of GST, Sales Tax if applicable at Maharashtra for or any other tax including cess or duty levied by any Government or Public bodies.

8. All payments /transactions with the Contractor under the contract will be made in Indian Currency. Tax deductions will be made as per the prevailing rates from the Contractor's account bills as notified by the various govt. authorities.

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9. Rates to be quoted strictly as per the terms and conditions, specifications, Standards given in the tender document and not to stipulate any deviations.

10. Any corrigendum to this document if issued prior to submission of the tender must be signed and submitted along with the tender document. The Bidders should write clearly revised quantities in "Schedule of Rates" of Tender Document and should price the work based on the revised quantities when amendment for quantities is issued in corrigendum.

11. Bidders must return all the documents issued to them, while submission of their tender duly stamped and signed.

12. Any printing or typographical errors / omission in tender document shall be referred to the Bank and their interpretations regarding correction shall be final and binding on Contractor.

13. A transfer of Tender Document is not permitted.

14. The validity of offer of the bidder shall be **90 days** from the date of opening of bids.

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GENERAL RULES, TERMS AND CONDITIONS OF CONTRACT

1. Sealed Tenders are invited for the proposed dismantling & disposal of old interior fit-out at 5th floor A & B wing, SBI GITC CBD Belapur for disposing of unserviceable material and giving buyback for serviceable materials of the building.
2. The existing building is a RCC framed structure. The building is about 33 years old and consists of **ground + five floors**. The area and materials mentioned in the BOQ are approximate and only indicative. The interested Applicants / Bidders can inspect the building for gathering necessary information before submission of the bids.
3. The Contractor shall dismantle interior fitout including bedding materials for tiles and insulation to ceilings, non-structural partitions, floor finishes, raised floors, joinery, loose furniture, MEP fixtures, or signage. Base-building services reinstated to safe and compliant condition complete as per the instruction of the Bank representative. Dispose the debris & other unserviceable material on out of SBI GITC premises to dumping area approved by local authorities, at their own cost.
4. The Bidders shall quote the maximum amount in tender that can be offered to the Bank for the serviceable materials after estimating/ accounting the cost of dismantling, disposal of debris & unserviceable materials as above.
5. The work is to be completed in all respect **within 30 days** from the date of handing over the site. The work shall commence within a week from the date of issue of Workorder by the Bank. Dismantling work may be done in phased manner in late hours or holidays as per site conditions and Banks instruction. No claims shall be entertained later on account of lack of site knowledge.
6. The time is the essence of the contract and shall be strictly observed by the contractor.
7. The intending applicant/ bidders shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirement of the works, facilities for transport, nature of labour required, access and storage for materials and removal of wastes. The Bidders should quote taking into account all the site conditions including traffic restriction for transport etc., for proper execution of the work. The successful Bidders will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition.
8. Bank is not responsible for any loss or devaluation or the quality of the materials found while dismantling and it will be at the total responsibility of the Contractor. The Contractor should carry out the job within the given time limit at his risk and cost and with all safety provisions required for the job. The Contractor will be responsible for any type of accident and compensation / claims which may arise as per laws of Contract.
9. Any type of failure in carrying out the jobs will result into Arbitration Proceedings as mentioned in Arbitration Clause and any such failure will also attract forfeiture clause of EMD / Security Deposit.
10. The Contractor shall not be allowed to lift the materials unless full amount of bid is paid by him and complete the dismantling work and removal of unserviceable materials from the site. The bidder shall complete the dismantling of the fitout and clean the site as instructed by the Bank.

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11. The Bidders shall submit his quotation in Indian Currency (In figures as well as in words). When the Contractor signs the tender in an Indian language, the tendered amount should also be written in the same language.

12. Proof of remittance of Earnest money of **Rs. 80,000.00/- (Rupees Eighty Thousand only)**, by means of (mode of Transaction) NEFT, RTGS and intra-Bank transfer (SBI to SBI only), as per details mentioned in para 12.1.

EMD to be deposited on or before the time and last date of submission of the tender. The tenders not accompanied with the EMD amount shall be summarily rejected. The EMD of the unsuccessful Bidders will be refunded without any interest within 30 days, subsequent to decision of awarding the work.

12.1 The bid can only be submitted after deposition of EMD amount by means of (mode of Transaction) NEFT, RTGS and intra-Bank transfer (SBI to SBI only), as per details mentioned below:

Details of EMD collection/refund account number:

Account Name Subsidy Inward Remittance Account No.- 4897932113433 IFSC SBIN0011343 Branch OAD, GITC, Belapur. Mode of Transaction- NEFT only.
Account Name System Suspense Branch Parking A/C Account No. 37608352111 IFSC SBIN0011343 Branch OAD, GITC, Belapur. Mode of Transaction- RTGS and intra-Bank transfer (SBI to SBI only)

EMD to be deposited before the last date of submission of the technical bid and the proof of the same is to be submitted along with the tender document.

13. The Contractor, after acceptance of this tender would be required to deposit, within one week from the date of acceptance, an amount equal to **1.5 times the quoted amount, inclusive of earnest Money**, as total Security Deposit in the form a Bank Guarantee for the above amount for due performance of the contract, from a Scheduled Bank, valid for 2 months or exceeding the contract period in the format approved by the Bank for the due fulfilment of his contract and sign an agreement for execution of the aforesaid works and shall also pay for all stamps and legal expenses, incidental thereto.

14. **EMD** - The tender / Bid received without EMD shall be rejected.

(i) Earnest money of the bidders shall be forfeited in the following events and reasons:

- a. If the bidder withdraws the offer within validity of tender.
- b. If the bidder after submission of the tender, imposes condition(s).

(ii) Earnest money of the contractor, whose tender is accepted, shall be forfeited in full in case he does not remit the security deposit within the stipulated period and/or start the work by stipulated date mentioned in the award/acceptance letter issued by the Bank and if case of failure/ deviation to perform or complete the work within stipulated period as per the agreed terms and conditions the EMD/ Security Deposit shall be forfeited.

16. The discretion of acceptance or rejection of the tender will rest with the Bank and bank shall not be bound to accept any tender and it may reject the same without assigning any reason whatsoever. All tenders in which any of the prescribed conditions are not fulfilled

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or incomplete in any respect, are liable to be rejected. Canvassing in connection with tenders is strictly prohibited. Tenders submitted by the Contractors who resort to canvassing are liable for rejection.

17. (i) The Contractor shall follow/ obey the provisions of all local Bye-laws or safety measures / acts relating to the demolition & dismantling works and to the regulations etc. of the Government and Local Authorities including cordoning off the property from neighbouring properties with proper arrangement like zinc sheet barricading to avoid dust, noise to the occupants of the neighbouring buildings etc., The amount should be quoted after taking into account the cost and liabilities for license fees etc. if any, in complying the regulations of local authorities.

(ii) Before actually taking up the dismantling of the fitout the Contractor shall ensure proper disconnection of Electrical power and disconnection of water supply and sanitary connection etc if any.

(iii) The Contractor shall ensure the safety requirements laid down by the local authority. If, any loss, damages, legal cost is suffered by the Bank in the event of defective or inferior quality of work/ non-compliance of rules, bye-laws or loss suffered to any person or entity due to direct or indirect consequence of work executed by the Contractor, the Contractor shall indemnify up to the extent of such loss / damages and keep harm less to the bank, incurring all expenses and consequences of such loss / damages and legal cost.

(iv) Contractor shall have to provide all safety appliances i.e. safety helmet, safety belt etc. to his workers while working at height with his own cost and follow all safety rules regulation and all statutory provisions etc. in force. He shall be liable for accident, injury, losses due to any accident or negligence of his workers and he shall be liable to incur all the expenses in consequence thereof and Institute is in no way responsible for any damages arising out of this work contract.

18. The Security deposit will be refunded to the Contractor after adjusting the buyback amount quoted for the serviceable material only after all the dismantling work is completed in all respect and all the debris are cleared from the site to the satisfaction of the Bank and also duly certified by the Bank officials within the stipulated period. If the work is not completed in all respect within the time schedule mentioned above, Bank will forfeit the security deposit and terminate the contract.

19. All taxes including G.S.T. or any other tax like work contract tax, turn-over-tax, etc., in respect of this contract shall be payable by the Bidders and the Bank will not entertain any claim whatsoever in this respect.

20. The tender shall remain open for acceptance for a period of 60 days from the date of opening of tenders. If any Bidders withdraw his tender before the said period, then the Bank shall be at the liberty to forfeit Earnest Money paid along with the tender.

21. The tender document consists of Notice inviting tender, Instruction to Bidders, General Rules, terms and conditions of contract, bidding schedule, Indemnity Bond and tender offer. All these components form part of the tender. It is obligatory on the part of the Bidders and sign for all the component parts.

22. The tender for the work shall not be witnessed by a Contractor or Contractors who himself/ themselves has/have tendered for the same work. Failure to observe this condition shall liable to be rejected.

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23. PAYMENT TERMS:

After successful completion of the dismantling entire fitout of and fully clearing off the debris from site including removing of the bedding material below the tiles and ceiling insulation etc.

Bank agrees to refund to the successful Contractor the security deposit in excess of the quoted amount without any interest. The completion certificate shall be certified by the Architect of the project. The decision of the Bank shall be final in this regard. In case the Contractor fails to complete the Dismantling works and clear the debris in time, in such an event Bank shall forfeit the security deposit and shall get the uncompleted work done through some other agency at the cost of the Contractor. Any expenditure incurred by the Bank in undertaking the incomplete works shall be borne by the Contractor.

24. LIQUIDATED DAMAGES

If the Contractor fails to complete the work within the completion period as stipulated in the bid documents, penalty @ of Rs. 500/- per day shall be imposed for the period exceeding stipulated time.

25. A. ARBITRATION –

In case of any dispute or difference arising in relation to meaning or interpretation of the agreement, the authorized official of the Institute and the seller will address the disputes/ differences for mutual resolution and failing which the matter shall be referred to the Sole Arbitrator appointed by the Secretary, The Institute of Company Secretaries of India or his nominee. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable to the arbitration proceedings. The venue of the arbitration shall be at Navi Mumbai. The cost of the Arbitration proceedings shall be shared equally by both the parties. The decision / award of the arbitrator shall be final and binding.

B. JURISDICTION:

All disputes arising out of this agreement are subject to the jurisdiction of Courts in Mumbai & Navi Mumbai.

26 Force Majeure

26.1 Neither contractor nor SBI shall be considered in default in performance of the obligations if such performance is prevented or delayed by events such as but not war, hostilities revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, pandemic, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of or for any other cause beyond the reasonable control of the party affected or prevents or delayed. However, a notice is required to be given within 30 days from the happening of the event with complete details, to the other party to the contract, if it is not possible to serve a notice, within the shortest possible period without delay.

26.2 As soon as the cause of force majeure has been removed the party whose ability perform its obligations has been affected, shall notify the other of such cessation and the actual delay incurred in such affected activity adducing necessary evidence in support thereof.

26.3 From the date of occurrence of a case of force majeure obligations of the party affected shall be suspended during the continuance of any inability so caused. With the caused itself and inability resulting there from having been removed, the agreed time completion of the respective obligations under this agreement shall stand extended a period equal to the period of delay occasioned by such events.

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26.4 Should one or both parties be prevented from fulfilling the contractual obligations by state of force majeure lasting to a period of 6 months or more the two parties, shall each other to decide regarding the future execution of this agreement.

27. Technical Specification:

1. Project overview

- Purpose: Demolish and remove existing interior fit-out and deliver the premises as a clean, safe, bare shell ready for future works.
- Location: 5th floor, A & B Wing SBI GITC CBD Belapur

2. Definitions:

- Bare shell: Structure only; no non-structural partitions, ceilings, floor finishes, raised floors, joinery, loose furniture, MEP fixtures, or signage. Base-building services reinstated to safe and compliant condition.
- Scrap: All removable materials arising from demolition works, including metals, wood, glass, plastics, wires, ducts, piping, fixtures, furniture, and debris etc.

3. Scope of work (inclusive):

- Pre-commencement

- Site survey before submission of bids,
- Preparation of method statements, waste management plan (debris removal), risk assessment by the prospective bidder,
- Coordination with facility management teams for isolation of various services,
- Services isolation and making safe environment for dismantling,
- Electrical: Isolate and lockout/tagout power circuits at dedicated panels; safe termination and capping. Remove cabling/conduits back to the nearest designated point per landlord rules. Maintain emergency lighting and fire systems as required.
- AC: Shut down and isolate AHUs; condensate lines; remove flexible connections and branch ductwork back to main trunks or demarcation points.
- Fire protection: Coordinate GITC Fire team to isolate remove the cables related to fire alarm & PA systems.

- During dismantling and removal:

- Partitions and joinery: Dismantle and remove all gypsum/ metal stud walls, blockwork partitions non - structural, glazing systems, doors, frames, built-in joinery, cabinetry, counters, and signage etc.
- Ceilings: Remove suspended ceilings, grid, tiles, hangers, bulkheads, light fixtures, diffusers, grilles, access panels, and decorative elements etc.
- Flooring: Remove carpets, vinyl, tiles, raised access floors, screeds not integral to structure, adhesives, skirtings, thresholds, vitrified / kota /marble flooring along with base mortar etc. During dismantling the flooring contractor has to provide necessary structural support if any along with proper supervision for below floor.
- MEP fixtures: Remove lighting, switches, sockets, distribution boards, duct branches, grilles/diffusers,
- Loose items and furniture: Remove and cart away all loose furniture,
- Miscellaneous: Remove blinds/curtains, acoustic panels, wall/ceiling treatments, and decorative elements.

- Making good and reinstatements

- Structural: No cutting or alteration of structural elements. Report unforeseen conditions immediately.

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- Slab/walls/soffit: Remove fixings; grind flush; patch holes with compatible materials; leave surfaces sound and free of protrusions.
- Services: Reinstall/label end-caps and blank-offs; ensure no live exposed conductors; provide safe temporary lighting if required during works; restore base-building systems affected by isolations.
- Sprinklers/detectors: Reconfigure to base-building standards if heads/detectors were removed with ceilings; coordinate with certified vendor and obtain test certificates where required by the bank.

- Waste management and carting away

- Segregate waste streams (metals, cables, wood, gypsum, glass, plastics, e-waste, hazardous such as lamps and refrigerants).
- Provide suitable containers / skips; prevent spillage and dust during handling and transport.
- Licensed disposal/recycling: Transport to approved facilities; maintain disposal certificates.
- Refrigerants and hazardous materials: Recover and dispose via licensed handlers; provide certificates of recovery/disposal.

- Final cleaning and handover

- Sweep and vacuum floors; remove debris, adhesives, and protruding anchors; wipe down surfaces.
- Deliver premises as bare shell, safe, clean, and ready for inspection and acceptance.
- Submit as-built markups (service end points), photographic before/after records,

Contractor responsibilities

- Supervision: Provide competent site supervisor at all times during operations. Provide necessary support to the slab below if required during dismantling.
- Workforce: Adequate skilled labor with necessary training and certifications.
- Tools and equipment: Provide suitable tools, cutting machines with dust extraction, breakers with vibration control, scaffolds with valid inspection tags, lighting, and PPE.
- Site protection: Protect common areas, lifts, lobbies, base-building equipment with floor/wall/edge protection; maintain housekeeping.
- Security and access: Coordinate access badges, material movement, and guard support; Contractors to maintain security protocols at SBI GITC. Considering working office area bidder may have to execute majority of work during after office hours, night hours & on holidays. Rates to be quoted accordingly.
- Utilities and temporary services: Provide temporary power and task lighting as needed without compromising safety.
- Minimize noise, dust, and vibration; schedule noisy works per landlord rules; provide advance notices.
- Compliance: Adhere to local codes, landlord rules, and approved methods.
- Defect liability: Rectify any damages to base-building or common areas caused by contractor.

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BID OFFER

To,
Asst. General Manager (Estate),
1st Floor, 'C' wing,
State Bank Global IT Center,
Plot no.8, 9, 10, Sector 11,
CBD Belapur, Navi Mumbai 400614.

SUB: Tender for proposed dismantling & disposal of old interior fit-out at 5th floor A & B wing, SBI GITC CBD Belapur.

I/We have read the notice inviting offer, general rules, Terms & Conditions of Contract
I/We are fully qualified to execute the subject work and have understood the scope of work, terms and conditions. Accordingly, I/we are offering Rs. (Rupees.....
..... for the serviceable materials after disposal of unserviceable materials. I/We also agree that I/we will be depositing an amount equal to 1.5 times the above quoted amount (inclusive of EMD), within one week from the date of acceptance of my/our offer failing which the EMD deposited with this tender can be forfeited. I/ We also agree to the condition that in case of not completing the demolition work to the satisfaction to the Bank within the stipulated time, the security amount be forfeited by the Bank and Bank can get the remaining work done at my/our risk and responsibility.

I/We fully understand that the Bank has the right to reject any or all the tenders without assigning any reasons whatsoever.

PLACE ::

DATE ::

SIGNATURE OF THE BIDDERS
WITH COMPLETE ADDRESS
AND TELEPHONE NUMBERS

Witnesses ::

Signature of Contractor with Seal

DRAFT ARTICLES OF AGREEMENT

Agreement for _____
Between

State Bank of India

And

Date of Commencement: _____

THIS Agreement is made on ____day of2026 (hereinafter referred to as "**Agreement**") by and between State Bank of India, a corporation incorporated under State Bank of India Act 1955 having its Global IT Centre at Sector 11, CBD Belapur, Navi Mumbai, Maharashtra, India 400614 through F&OA Department, Estate Department (hereinafter referred to as the "**Bank/SBI**") and which expression shall unless repugnant to the context, mean and include its successors and assigns,

And

M/s_____ incorporated under the Companies Act 1956 having its registered Office at_____ <Please provide address of the Service Provider> (hereinafter referred to as the "**Service Provider / Contractor/ Agency** ") which expression unless repugnant to the context shall mean and include its successors and permitted assigns.

SBI and M/s_____ are each sometimes referred to individually as a "Party" and together as the "Parties."

WHEREAS, the Bank is desirous for_____ <name of services>. as described in the Request for Proposal (read with its corrigendum and clarifications) No. _____ dated _____ (hereinafter referred as "**RFP**" and annexed as **Annexure-A**):

(i) Work Order No.....dated _____
(hereinafter referred as "**PO/ Work Order**" and annexed as **Annexure-B**) and the same shall be part of this Agreement;

(ii) _____; and

Service Provider has agreed to provide the product/services as may be required by the Bank under the RFP.

NOW THEREFORE, in consideration of the mutual covenants, undertakings and conditions set forth below, and for other valid consideration the acceptability and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1 COMMENCEMENT & TERM:

1.1 This Agreement shall commence from its date of execution mentioned above/ deemed to have commenced from _____ (**Effective Date**).

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- 1.2 This Agreement shall be in force till acceptance and approval of Complete Project Closure Report as per clause no 1.1.11 of General Conditions of Contract of the RFP unless terminated by the Bank by notice in writing in accordance with the termination clauses of the RFP.
- 1.3 Unless terminated earlier in accordance with this Agreement, the Agreement shall come to an end on completion of the term specified in the Agreement or on expiration of the renewed term.

2 SCOPE OF SERVICES:

- 2.1 The scope is defined in the RFP and PO

3 FEES, TAXES DUTIES & PAYMENTS:

- 3.1 Service Provider shall be paid fees and charges in the manner detailed in RFP and PO, the same shall be subject to deduction of income tax thereon wherever required under the provisions of the Income Tax Act by the Bank. The remittance of amounts so deducted and issuance of certificate for such deductions shall be made by the Bank as per the laws and regulations for the time being in force. Nothing in the Agreement shall relieve Service Provider from his responsibility to pay any tax that may be levied in India on income and profits made by Service Provider in respect of this Agreement.

3.1.1 _____

3.1.2 _____

3.2 Payments

- 3.2.1 The payment for the works to be executed under this Agreement shall be made as described under RFP and PO.

4 MISCELLANEOUS:

- 4.1 Any provision of this Agreement may be amended or waived, if, and only if such amendment or waiver is in writing and signed, in the case of an amendment by each party, or in this case of a waiver, by the Party against whom the waiver is to be effective.
- 4.2 No failure or delay by any Party in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall any single or partial exercise of any other right, power or privilege. The rights and remedies herein provided shall be cumulative and not exclusive of any rights or remedies provided by law.
- 4.3 If this Agreement is signed in counterparts, each counterpart shall be deemed to be an original.
- 4.4 Service Provider agrees that they shall not use the logo, trademark, copy rights or other proprietary rights of the Bank in any advertisement or publicity materials or any other written communication with any other party, without the prior written consent of the Bank.

5 ENTIRE AGREEMENT

- 5.1 This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior written agreements, undertakings,

Signature of Contractor with Seal

understandings and negotiations, both written and oral, between the Parties with respect to the subject matter of the Agreement, except which are expressly annexed or attached to this Agreement and saved by this Agreement. No representation, inducement, promise, understanding, condition or warranty not set forth herein has been made or relied upon by any Party hereto.

5.2 The following documents along with all addenda issued thereto shall be deemed to form and be read and construed as integral part of this Agreement and in case of any contradiction between or among them the priority in which a document would prevail over another would be as laid down below beginning from the highest priority to the lowest priority:

- 5.2.1 This Agreement;
- 5.2.2 RFP
- 5.2.3 Purchase Order/Work Order

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date and day first mentioned above.

State Bank of India

.....

By _____
Authorized Signature

By _____
Authorized Signature

Name _____

Name _____

Designation _____

Designation _____

Date: _____

Date: _____

Witness: _____

Witness: _____

Signature of Contractor with Seal