



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE
GUWAHATI CIRCLE

TENDER ID: LHOGUW/P&E/2026-27/03

DATED: 06.07.2026

**STATE BANK OF INDIA, LOCAL HEAD OFFICE GUWAHATI INVITES
EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF AGENCIES / FIRMS / COMPANIES FOR SUPPLY
AND INSTALLATION OF FIRE RESISTANCE DOOR (FRD) AS PER BS:476
PART (20 & 22), IS 3614 (PART 2) AT BRANCHES / OFFICES / PREMISES AS PER THE REQUIREMENT IN
THE STATE OF ASSAM, NAGALAND, MIZORAM, TRIPURA, MANIPUR, MEGHALAYA, &
ARUNACHAL PRADESH**

**LAST DATE & TIME OF SUBMISSION
31.07.2026 UP TO 1700 HOURS**

SUBMITTED BY :-

Name of proprietor / firm / company:

Address for communication:

GSTN No:

Contact No:

NOTE:

- i. Applicants who are reputed Firms/Companies/ Sole Proprietors/Authorized Dealers/Authorized Vendors/Manufactures of any one or more of the offered brands or equivalent brands of products and fulfilling the technical specifications and eligibility criteria as mentioned in the tender document should only apply. Selection of Brand/Make/Model is under the sole discretion of the Bank.
- ii. The existing empaneled vendors in the Bank's panel and who fulfill the eligibility criteria are also required to apply afresh. Application of the **Firm/Contractor who has been delisted/debarred/Blacklisted by the Bank or any other organization will not be considered.** The eligibility criteria, scope of the services to be offered, terms and conditions of selection and the detailed proforma for submission of the application for the purpose can be downloaded from Bank's website <https://sbi.bank.in> under 'SBI in the News' > 'Procurement News' or Bank's authorized e-tender portal <https://www.tenderwizard.com/SBIETENDER>
- iii. Applications are to be submitted online by uploading signed and scanned copies of all documents with application forms through the SBI e-tender portal given below
<https://www.tenderwizard.com/SBIETENDER>
- iv. **No hardcopy will be accepted.**

ADDRESS FOR COMMUNICATION

**ASSISTANT GENERAL MANAGER (PREMISES & ESTATE)
PREMISES & ESTATE DEPARTMENT
3RD FLOOR A-BLOCK, SBI LHO BUILDING,
P.O. ASSAM SACHIVALAYA, DISPUR,
GS ROAD GUWAHATI - 781 006, ASSAM
E- mail: agmpne.lhogu@sbicoin & copy to fo.lhogu@sbicoin**



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DISCLAIMER

- 1.1 The information contained in this EOI document or information provided subsequently to Bidders / whether verbally or in documentary form/email by or on behalf of State of India, is subject to the terms and conditions set out in this EOI document.
- 1.2. This EOI is not an offer by SBI, but an invitation to receive responses from the eligible bidders. No contractual obligation whatsoever shall arise from the EOI process unless and until a formal contract is signed and executed by duly authorized official(s) of State Bank of India with the selected Bidders.
- 1.3. The purpose of this EOI document is to provide the bidders with information to assist preparation of their Bid proposals. This EOI does not claim to contain all the information each Bidders may require. Each Bidder should conduct their own investigations and analysis and should check the accuracy, reliability and completeness of the information contained in this EOI document and where necessary obtain independent advices/clarifications. SBI may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI document.
- 1.4. The SBI, its employees and advisors make no representation or warranty and shall have no liability to any person, including any bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the document and any assessment, assumption, statement or information contained therein or deemed to form or arising in any way for participation in this bidding process.
- 1.5. The SBI also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any bidder upon the statements contained in this document.
- 1.6. The issue of this document does not imply that the SBI is bound to select a bidder for the empanelment and the SBI reserves the right to reject all or any of the Bids without assigning any reason whatsoever.
- 1.7. The bidders are expected to examine all instructions, forms, terms and specifications in the bidding document. Failure to furnish all information required by the bidding document or to submit a Bid not substantially responsive to the bidding document in all respect will be at the bidder's risk and may result in rejection of the Bid.



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PART-1

SECTION-1

GENERAL INFORMATION

1.1 State Bank of India, Local Head Office, Guwahati, inviting tender on rate contract basis from the reputed Firms/Companies/ Sole Proprietors/Authorized Dealers/Authorized Vendors dealing in supply and installation of Fire Resistance Door for its Branches/ Offices/premises located at rural, Semi-rural and Urban areas in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh. Duly completed applications in the prescribed format with required documents etc. should be submitted online on or before due date. **Applicant having approved make/brand/OEM of Tata, JC Fire Door, GALAXY Fire Door or equivalent may only apply. Equivalent Brand must be acceptable to the Bank and must be approved by any Fire Research Laboratory, Council of Scientific & Industrial Research (CSIR)-Central Building Research Institute (CBRI) approved lab etc. and also fulfill three criteria i.e. Stability, Integrity and Insulation.**

1.2 The Bank may reject any or all application/ incomplete applications, even though the firms primarily satisfy the Pre-qualification criteria. The Bank reserves the right to cancel the tendering process without giving any reasons at any stage. Bank's decision in this regard shall be final and binding on all concerned.

1.3 Acceptance of Terms: The bidders will, by responding to the Bank's Tender Document, be deemed to have accepted the terms as stated in this Tender Document.

TENDER PROCESS SCHEDULE

1. Name of Work	Tender on rate contract basis from the reputed Firms/Companies/ Sole Proprietors/Authorized Dealers/Authorized Vendors dealing in supply and installation of Fire Resistance Door for its Branches/ Offices/ Cells located at rural, Semi-rural and Urban areas in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh. Tender ID: LHOGUW/P&E/2026-27/03
2. Availability of Application forms	Application forms and other documents can be downloaded from the Bank's website https://bank.sbi <link> SBI in the News>Show More>Empanelment of Vendors and the SBI e-tender portal website : https://www.tenderwizard.com/SBIETENDER from 06.07.2026 to 31.07.2026 till 17:00 hrs.
3. Last Date & Time of submission of application on online e-tender portal	Online uploading of signed and scanned copies of all documents with the application forms through the SBI e-tender portal website: https://www.tenderwizard.com/SBIETENDER Upto 17:00 hrs on 31.07.2026



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4. Date and time of opening of online application	31.07.2026 at 17:30 hrs. (After opening of document it will be scrutinized by tender committee and will be notified to qualified bidders)
5. For clarification and other details	Please contact: Fire Officer (Premises & Estate Department): 7012202570, Email id agmpe.lhoguw@sbi.co.in & CC to fo.lhoguw@sbi.co.in
6. Agency for arranging online bidding	SBI Service Provider: M/s. Antares Systems Limited, Registered Office:#24, Sudha Complex, 3rd Stage, 4th Block, Bangalore – 560079, Karnataka. Ph.:080-49352000/40482000 Fax:080-49352034 Help Desk: 9073677150 / 151 / 152 / 1800-3096630 / 080-40482100 / 033 4604 6611 Contact Persons: 1. Mr. Subrata Sheet Mobile No.: +91 96747 58723 e-Mail: subrata.s@antaressystems.com 2. Mr. Kushal Bose Mobile No.: +91 96747 58719 e-Mail: kushal.b@antaressystems.com
7. Pre-Bid meeting Date and Time	16.07.2026 AT 10:30 AM <u>Venue:</u> PREMISES & ESTATE DEPARTMENT 3RD FLOOR A-BLOCK, SBI LHO BUILDING, P.O. ASSAM SACHIVALAYA, DISPUR, GS ROAD GUWAHATI - 781 006, ASSAM
8. Date of Presentation & Demonstration of Product/Equipment (Sample)	Will be communicated in due course to the Pre-qualified bidders via e-mail only
9. Validity of Empanelment list	Empanelment of applicants for the purpose will remain valid for a period of three years from the date of empanelment ; however, the same is subject to review by the Bank. The performance of the contractors will be reviewed on yearly basis or as per discretion of the Bank for determining their continuation or removal from the panel during this period. Bank may carry out fresh empanelment after completion of 3 years, or may further extend its validity as deemed necessary by the Bank on the approved rate, terms and conditions. The bank may at its sole discretion review the rates , but not under any obligation to do so , as and when felt necessary



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10. 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 and venue .

11. SBI reserves the right to accept/reject any/all application(s) without assigning any reason thereof.

a. The proposed empanelment exercise is meant for enlisting qualified and competent vendors to fulfill the following objective:

- i. Acceptance for executing Annual Maintenance Contract (AMC) in respect of existing system already installed in Branches would be a mandatory condition.
- ii. To undertake fresh installation where warranted, as per new specifications laid down by the Bank for the future requirements at the Branches/Offices of approved Brand / Make as per relevant BIS.
- iii. To create and have a pool of readily available vendors capable of supplying required systems, equipment's / components, or services as per laid down specifications at competitive rates without loss of time.

b. The evaluation for inclusion on bank's panel for the above said purpose will be based on the banks laid down eligibility criteria, (experience, turnover, feedback from other circles/ reputation, empanelment with other Bank's PSU's, Govt. institutions, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, etc.) and if found necessary may also include inspecting the works undertaken by them. Evaluation will be done by designated committee of the Bank based on the details furnished and evaluation of works, eligibility criteria, the applicants will be shortlisted for empanelment. Decision of the Bank regarding selection / rejection for empanelment will be final. Mere submission of application does not guarantee for empanelment.

c. For clarification, if any please contact **Circle Fire Officer**, Premises & Estate Department, SBI LHO, Guwahati on Mob. No. 7012202570 during Office hours.



SECTION-2

DEFINITION OF TERMS & TERMINOLOGIES

- i. **AMC-** means Annual Maintenance Contract of the said system.
- ii. **Applicant / bidder** : Shall mean Firms/Companies/Proprietors/Authorized Dealers/ Authorized Vendors/ Manufactures willing to submit Expression of Interest (EOI).
- iii. **'SBI /Bank/Purchaser'** shall mean State Bank of India having its local Head Office in Guwahati .
- iv. **'Bidder'** shall mean party who quotes against this enquiry.
- v. **'Contractor'** shall mean the successful 'BIDDER' whose bid has been accepted by the Bank and on whom Purchase/Work Order will be placed.
- vi. **'Contract/Work Order'** shall mean the order specifying works and associated specifications to be executed by "Bank and Contractor."
- vii. **'Contract Period'** shall mean the period during which "Bank" and "Contractor" shall execute the entire contract as agreed.
- viii. **'Drawings'** shall mean all drawings furnished by Fire Engineer / Bank for basis of proposal or for carrying out works, from time to time; all drawing submitted by applicant provided such drawings are acceptable to Fire Engineer/Bank
- ix. **Exit Plan** - A plan for the emergency evacuation of the premises.
- x. **'Fire Engineer'** shall mean Fire Engineer / Fire Officer appointed by Bank for the project.
- xi. **Floor** - Area contained on each storey of the building.
- xii. **Fire Engineer's Instructions'** shall mean instruction oral or written, drawings, direction, explanations issued by Consultant / Fire Engineer / Architects on be-half of the Bank from time to time during period of contract. (All 'oral' instructions shall be authenticated by written instructions immediately.)
- xiii. **'Guarantee Period' / "Defect Liability Period"** shall mean period during which the plant / equipment and installations shall bear on it.
- xiv. **'Month'** shall mean Calendar month
- xv. **'Guwahati Circle'** shall means branches/offices/premises of State Bank of India in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh.
- xvi. **'PROJECT'** shall mean the project specified in tender.
- xvii. **'SITE'** shall mean the actual place of work as detailed in specification / tender.
- xviii. **SITC-** means Selection-Installation-Testing-Commissioning of the said system.
- xix. **'SPECIFICATIONS'** shall mean collectively all the terms and stipulations contained in those portions of contract as general and special conditions, amendments, deletions, revisions as made in agreement or written agreements made pertaining to method of work
- xx. **'UR'** means quote unit rate.



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SECTION-3

INSTRUCTIONS TO THE APPLICANTS

GENERAL

SBI hereby publish the TENDER on e-tendering Portal (Website): <https://www.tenderwizard.com/SBIETENDER> in Electronic mode hereinafter referred as “e Tendering” and TENDER will be hereunder called as “e-Tender”. The e-tender published online through above portal (website) consisting of standard tender conditions, specifications, schedule of quantities, drawings (if any) for above referred work. Please note that copy of the above e-tender can be downloaded from above portal (website) and should be mandatorily submitted in **Online Electronic Mode** hereinafter referred as “**Online Offer**”. The submission of Online offer duly Encrypted & Digitally signed on above portal should be in prescribed Electronic Forms (Online) available on above portal for respective tender in Online Envelope(s) on or before As per the key Dates mentioned in the Tender Notice in this document and online portal for above tender.

Instructions

1. Tender Bidding Methodology:

Electronically Sealed Bid System – Two Stage - Two Envelopes’

2. Broad outline of activities from Bidders prospective

1. Procure a Digital Signing Certificate (DSC)
2. Register on the e-Procurement portal: <https://www.tenderwizard.com/SBIETENDER> (The contractors need to upload scan copy of their valid empanelment letter in the portal otherwise their registration would be cancelled)
3. Create Users and assign roles on the above portal
4. View Notice Inviting Tender (NIT) on the above portal
5. Download Official Copy of Tender Documents from the above portal
6. Clarification to Tender Documents on the above portal
7. Bid-Submission on the above portal
8. Attend Public/Limited Online Tender Opening Event (TOE) on the above portal
– Opening of Technical-Part
9. Post-TOE Clarification on the above portal (Optional)
– Respond to SBI’s Post-TOE queries
10. Attend Public/Limited Online Tender Opening Event (TOE) on the above portal
– Opening of Financial-Part (Only for Technical Responsive Bidders)

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.

3. Digital Certificates

For integrity of data and authenticity/ non-repudiation of electronic records, and to be complaint with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC). also referred to as Digital Signature Certificate (DSC), of Class II or above, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

4. Registration

To use the Electronic Tender portal : <https://www.tenderwizard.com/SBIETENDER> vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-a-vis Authorized Signatory who will be the main person coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site.



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Note: After successful submission of Registration details please contact to the Helpdesk of the portal to get your registration accepted/activated.

Help Desk: 9073677150 / 151 / 152 / 1800-3096630 / 080-40482100 / 033 4604 6611

Contact Persons:

1. Mr. Subrata Sheet
Mobile No.: +91 96747 58723
e-Mail: subrata.s@antaressystems.com

2. Mr. Kushal Bose
Mobile No.: +91 96747 58719
e-Mail: kushal.b@antaressystems.com

IMPORTANT NOTE: In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public/limited tender opening event, during e-auction, it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement/ e-auction service-provider's end (in the server, leased line, etc.) due to which all the bidders face a problem during critical events, and this is brought to the notice of SBI by the bidders in time, then SBI will promptly re-schedule the affected event(s).

5. AUTHORIZATION CERTIFICATES TO THE TECHNICIAN: Shortlisted Vendors shall submit the name of Service Engineers/ Technicians to the Bank and further Bank's Fire Officer, posted at P&E Deptt, LHO, Guwahati will evaluate the competency of the Service Engineers/Technicians and if found suitable authorization letter will be issued to perform the work at SBI Branches/Offices. Without specific authorization, no persons shall be allowed to visit / attend the Breakdown / AMC /New Installation of the System in SBI Branches/Offices.

6. MSEs as defined in MSE Procurement Policy issued by GOI or bidders who are registered with Central Procurement Organizations are exempted from clause of EMD subject to the providing of copy of such Registration Certificate.

7. After scrutiny of applications for empanelment of vendors, Price bids will be invited through online/GeM Portal from the technically short-listed applicants/ vendors only after successful demonstration of the equipment's. Communication of selection on Bank's panel will be made in this regard.

8. No communication will be made to those applicants whose names are not included on Bank's panel after short listing exercise.

9. Applicants selected in the Bank's panel will be informed about the same after finalization of the panel. The successful applicants have to submit **Bank Guarantee/Security Deposit of Rs.50,000 /- (Rs. Fifty Thousand Only)** from a scheduled bank other than State Bank of India. The Security Deposit will be released only on successful completion of the empanelment period and warranty period of one year. If the successful bidders fail to execute the work as per Banks specifications / schedule, their Security Deposit will be forfeited.

10. Decision of the Bank regarding selection of Firms / Organizations will be final. The Bank is not bound to assign any reason for acceptance / rejection of any applications.

11. Applications containing false, incomplete and/or inadequate information are liable to be rejected. Also, mere fulfillment of eligibility criteria does not guarantee selection.



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12. While deciding upon the empanelment of Firms/Organizations, great emphasis will be laid on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with Bank as well as other related agencies.

13. Each page of the application will be signed and stamped. The application shall be signed by persons/ persons on behalf of the organization having necessary authorization/ Power of Attorney to do so **(Certified copies to be enclosed)**.

14. If the space in the Performa is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the Performa and serial number. Separate sheets shall be used for each part. However, the format shall be strictly as per Performa.

15. While filling up the application, clarification, if any, may be obtained from the office of Assistant General Manager (Premises & Estate), 3rd Floor, State Bank of India, Local Head Office, Guwahati, Assam.

16. Canvassing in any form in connection with selection is strictly prohibited and the application of such persons / organizations will be liable to rejection.

17. Those who are already empaneled and wish to do the work in this category need to apply afresh.

18. Bank reserves its right to reject any / all the applications without assigning any reasons, whatsoever, therefore. Incomplete / partly filled applications without relevant enclosures may not be considered for evaluation and would be rejected.

19. In case of any dispute arising out of or in relation to this EOI, the dispute shall be resolved by way of Arbitration and the decision taken by the Arbitrator who will be appointed by the Bank will be final and binding on the Applicant / Vendor. The place of arbitration shall be at Guwahati and its proceeding shall be governed by Arbitration & Conciliation Act, 1996 as amended from time to time. Legal disputes, if any, shall be subject to the exclusive jurisdiction of Courts in Guwahati only.

20. It will not be binding on the Bank to invite all the empaneled firms / vendors/firms to participate in various works. The Bank may prepare a select list out of the empaneled firms/vendors/firms to participate in a/any work.

21. Bank is not responsible for the late receipt/ non receipt due to postal delay, strikes or any other reasons. The applications received on the given date and time will only be taken up for further evaluation.

22. One bidder will be allowed to offer only one company product for participating in the tender process. The product / make should compile the technical specification as per this tender document and demonstration of the same will be evaluated only.

23. Vendors/firms so empaneled should comply with all statutory and labour laws, rules and regulations of central/state govt. at their own cost.

24. Training to be provided by manufacturer at site to Department officers. Operator level training should be provided by the applicant at their own cost.

25. If at any stage the information furnished by the applicant is found to be incorrect / inaccurate the empanelment of the applicants is liable to be cancelled at the sole discretion of the Bank.



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26. Bank will not enter any correspondence with applicant except in case of clarification sought with regard to this document only if considered appropriate by the Bank.

27. The Bank reserves the right for **reverse auction** from the successful bidders.

28. Intending applicants are required to submit their applications with full biodata giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing etc. in the enclosed form which will be kept confidential.

29. The agencies / firms / manufacturers shall not use logo and name of the State Bank of India on their letter head, sign board and rubber stamp etc.

30. Applicants Having Near Relatives:

Applicants having near relatives in the State Bank of India should declare the details as per **Annexure -F.**

31. The Bank reserves the right to review the applicant's performance across empaneled organizations and may reject the application if performance is found unsatisfactory.

32. In financial/price bid, the rate quoted by applicant must not be unreasonably low/high (abnormally low/abnormally high), and in that case, Bank reserves its right to seek clarification for the same and to reject the application, in case proper justification is not furnished by the applicant.



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SECTION-4

SCOPE OF WORK

4.1 Supply and Installation of Fire Resistance Door with 01 hour fire rated and 02 hours fire rated in the UPS/battery room and Record room of branches/offices/premises located at rural, semi-rural and Urban areas in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh as and when required in accordance with technical specification. **Applicant having approved make/brand/OEM of Tata, JC Fire Door, GALAXY Fire Door or equivalent may only apply. Equivalent Brand must be acceptable to the Bank and must be approved by any Fire Research Laboratory, Council of Scientific & Industrial Research (CSIR)-Central Building Research Institute (CBRI) approved lab etc. and also fulfill three criteria i.e. Stability, Integrity and Insulation.**

4.2 The work under this section shall consist of furnishing all labour, material, equipment, and appliances necessary and required to completely install Fire Resistant Door as required by the drawings and specified here in after or given in the schedule of quantities.

4.3 The vendor has to undertake Supply & Installation of Fire Resistance Door (FRD) in the Branches / Offices /Premises of approved Brand / Make as per relevant BIS.

4.4 The proposed empanelment exercise is meant for enlisting qualified and competent vendors to fulfill the following objective:

- i. To undertake Supply & Installation of Fire Resistance Door (FRD) in the Branches/Offices /Premises of approved Brand / Make as per relevant BIS.
- ii. To create and have a pool of readily available vendors capable of supplying required systems, equipment's / components or services as per laid down specifications at competitive rates without loss of time.

4.5 Allotment of work: It will be mandatory to accept work of Regions comprising of urban, Semi-urban as well as rural branches and vendor should be willing to take up work of supply and maintenance together. Bank has a right to allot the work for any area/region/AO to any of the successful vendors without giving priority to L1 or any other vendor. Bank has a right to allot the work / areas / region to any vendors/firms based on commonality in Fire Resistance Door so as to have a better vendor management and also as per the emergent requirement of the Bank the work could be assigned to any vendor.

4.6 AWARD CRITERIA:

- i. Since, the number of branches/offices in the circle is **approximately 980** and it is beyond the capability of one vendor to carry out the work as per the schedule.
- ii. The Bank may distribute the work among multiple bidders at L-1 rates. However, if an adequate number of bidders are not willing to accept the L-1 rates and the Bank determines that execution of the entire work through a single vendor is not operationally feasible, the Bank reserves the right to cancel/re-tender the procurement process, wholly or partly, without assigning any reason. The number of bidders to be finalized for distribution of the work will be



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at the sole discretion of the Bank and binding on the participants.

- iii. The Bank will award the Contract to the successful Vendor who has been determined to qualify to perform the Contract satisfactorily, and whose Bid has been determined to be responsive. The Bank may, if considered necessary, hold comprehensive price negotiations with L-1 vendor.
- iv. **In case L-1 shows unwillingness to work then again commercial bidding (Online /Offline) will be done. The L-1 vendor who after bidding showed unwillingness to do work, his EMD and Security Deposit will be forfeited and will not be allowed to participate in future tender process for three years.**
- v. It will be mandatory to accept work of Regions comprising of urban as well as rural branches and vendor should be willing to take up work of supply and maintenance together. Once final list of panel is arrived at after financial bid, Bank has a right to allot the work / areas / region to any vendors/firms based on commonality in PFE so as to have a better vendor management and also as per the emergent requirement of the Bank the work could be assigned to any vendor.
- vi. The allotment of vendors/firms and allocation of work shall be done by the Bank, with the overriding consideration that as far as practical/ possible the RBOs shall be the smallest unit of allocation and vendors/firms shall not share work in any RBO. For easy monitoring, effective control, easy follow up without spillover of Branches to other zones, zone wise allotment shall be considered.
- vii. The firms will have to enter into annual maintenance contract agreement with our respective Administrative Offices / Regional Offices for servicing of fire extinguishers in the branches under their control.
- viii. Allotment of work and the area of operation to the finally empanelled vendors/firms would be at the sole discretion of the Bank.
- ix. The rate contract shall initially be for a period of 36 months. At the end of this period the bank reserves the right review the rate rates as per the market trend.
- x. Bank will not enter any correspondence with applicant except in case of clarification sought with regard to this document only if considered appropriate by the Bank.
- xi. **The ratio of distribution of branches among the shortlisted bidders will be at the sole discretion of Bank depending upon the number of bidders finally selected for empanelment at L1 rates. For easy monitoring, effective control & follow up, RBO-wise/Center-wise branches/offices will be allotted among the selected bidders. In this regard, decision of Bank will be final.**
- xii. The Bank reserves the right at the time of award of contract to increase or decrease the numbers of branches or numbers of fire alarm system required or change in location where equipments are to be supplied from what was originally specified while floating the EOI without any change in unit price or any other terms and conditions.



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SECTION-5

ANNEXURE - A

PRE-QUALIFICATION CRITERIA

S. No.	Criteria	Qualification	Supporting Documents to be uploaded by the applicant
1.	Annual turnover during each of the three years ending 31 March 2026. 2023-2024 2024-2025 2025-2026	The applicants should have an average turnover of Rs. 23 lakh and above during last 03 Financial Years ending 31 March 2026. The applicants should be in the same field of business of supply and installation of Fire Resistance Door and should also be presently in same business. AND The company should be in profit during the last 03 consecutive years.	Attested photocopies of the last 03 years (2023-24, 2024-25, 2025-26) and certificate from Chartered Accountant on his letter head showing Profit & Loss and turnover Statement. In case of Company Balance Sheet (Audited Balance Sheet where Audit is Compulsory).
2.	Relevant Experience of the applicants	The applicants should be in the business of Fire Safety Equipment's / Fire Resistance Door during last five (5) years as on 30/06/2026 , and should be presently engaged in field of supply and installation of Fire Resistance Door.	Documentary proof should be provided in support of experience like order copy/contract copy and installation certificate/satisfaction completion certificate from client. Offered Brand/Product must be approved by any Fire Research Laboratory, Council of Scientific & Industrial Research (CSIR) -Central Building Research Institute (CBRI) approved lab etc. and also fulfill three criteria i.e. Stability, Integrity and Insulation

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3.	Working Experience in PSUs/nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings / Financial Institution/Listed companies Shopping malls / Godowns / Warehouse / theatres / State / Central Govt. buildings etc.	The applicants should have successfully completed works of supply and installation of Fire Resistance Door in minimum three (03) PSUs/nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings /Financial Institution/Listed companies/ Shopping malls / Godowns / Warehouse / theatres / State / Central Govt. buildings etc. during last 5 years as on 30/06/2026 out of which minimum 1 no. should be of Public Sector Bank during last 5 years as on 30/06/2026	Documentary proof should be provided in support of experience like order copy/contract copy and installation certificate/satisfaction completion certificate from client.
4.	No. of supply and installation of Fire Resistant Door at branches/offices/ premises	Minimum 60 nos. of supply and installation of Fire-Resistant Door at branches/offices/ premises and satisfactorily completed during last 5 years as on 30/06/2026. OR, Work value of minimum Rs. 18.00 lacs value during last 5 years as on 30/06/2026, supported by work order copy completion certificate.	Satisfactory performance certificate by the organization to the firm.
5.	Back-to-back certificate from original equipment manufacturers (OEM) in support of Fire Resistance Door being offered	Back-to-Back Support Certificate for supplying spare parts & equipments for the next minimum 5 years from the original equipment manufacturers (OEM). The applicant should submit the valid authorization Letter in original from the Principals / OEMs (Original Equipment Manufacturer) / Distributors whose products are proposed The Fire Resistance Door to be supplied / installed by the firm should bear certification of Government approved Fire	Copies of all relevant certificates.

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		Research Laboratory, Council of Scientific & Industrial Research (CSIR), - Central Building Research Institute (CBRI).	
6.	Own Office	Registration certificate under Shops & Establishment act in at least one of the state of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh. AND Should have an offices/ service centre in at least one of the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh and the Firms must have adequate infrastructure in terms of office, workshop in atleast one of the the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh for a minimum Period of last 3 years as on 30/06/2026.	Registration certificate under Shops & Establishment act in atleast one of the state of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh. AND Copy of Property Document / Rent Agreement along with list of technically qualified staff for the job to be executed in atleast one of the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh.
8.	Legal Structure: Private Limited/Public Limited, Partnership, LLP Proprietorship	Should be registered in India under the Indian Companies Act of 1956 or any other act as applicable , GSTs, PAN, and comply with all the labour Laws, Rules and Regulation of State and Central Government.	Copies of all relevant certificates.
9.	Arbitration/ litigation/ Blacklisted/ delisted/ de-panelled	Firms who are under arbitration/ litigation with our Bank or have been blacklisted/ de-listed/ de-panelled by any Govt/ Semi Govt/ Nationalised Banks/ Public Sector Banks (PSBs) / PSUs/ Financial Institutes (FIs) during last FIVE YEARS will not be considered.	An AFFIDAVIT by Proprietor/ALL Partners/Director duly declaring his/their position in the Proprietorship/Partnership/Company, as the case may be, on a Stamp Paper duly notarised, to be submitted

NOTE: The short listing of vendors will be done after scrutinizing and verification of the documents, work carried out / product demonstration & Site Visits.



SECTION-6

SELECTION PROCESS

6.1 EVALUATION BASED ON ELIGIBILITY CRITERION:

Bank will evaluate the application for empanelment on the basis of pre-qualification mandatory requirements based on eligibility criterion and those who meet the criteria will be evaluated based on the scoring sheet wherein cut off is **36 of 70 marks** in total and minimum score for parameters given at each requirement is mandatory for short listing the applicants for further evaluation (copy of evaluation mandatory requirements cum scoring sheet is enclosed **Annexure-L**). Also, it may kindly noted that there are some mandatory requirements (**Minimum marks must be scored in category mentioned in referred Annexure**) in the scoring sheet which must be complied, failing which the application would not be considered although minimum qualifying marks are scored (**36 out of 70**).

6.2 EVALUATION BASED ON PRESENTATION CUM DEMONSTRATION:

Only the shortlisted applicants, based on their eligibility criteria will be invited by the Bank to make a presentation/demonstration of the equipment, highlighting their capabilities and their proposed methodology for execution of this project on all the technical specifications of the Bank.

The presentation/demonstration shall be conducted on pre decided date, time, and place, and will be intimated by the Bank, only to those applicants who meet the eligibility criteria & technically qualified. The presentation/demonstration shall be carried out at the applicants' own cost and arrangements. Applicants must carry their own setup and should not be share with others. **OEM will not be allowed to demonstrate on behalf of applicant.**

The demonstration-cum-presentation will also be evaluated based on the scoring sheet wherein cut-off requirements for scoring is **35 out of 45 marks** in total, which is mandatory for short listing applicants for further evaluation. A copy of Evaluation Mandatory requirements cum scoring sheet is enclosed as **Annexure-M**. It may also be noted that there are certain mandatory requirements in the evaluation sheet, wherein applicants will be awarded 5 marks on successful demonstration and 0 marks if fails to demonstrate their product by the designated committee.

6.3 PERFORMANCE CERTIFICATE

Performance certificates must be submitted as per **Annexure- J**, by the interested applicants against successful completion of work, AMC and must be issued by the competent authority from the currently working deptt i.e. Govt. Sectors/ Public Sector Bank / PSU / Financial institution etc. issued during the current financial year but **issued not more than one months old from the date of publishing of the EOI**, and in case of applicant working with SBI "**Performance Certificates**" **must be issued from the AOs/RBOs by the competent authority [Not below the rank of Chief Manager (Compliance)/CM (HR & Admin) only be accepted.** Preference will be given if the Performance Certificates issued by the State Bank of India. Performance Certificate must be produced in original on the letter head of that organization and if applicant submitting EOI in more than one category then he may attach xerox copy by stating that original has been attached with EOI.

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6.4 Based on the **Annexure- L & M “Pre-Qualification Mandatorily Evaluation cum Scoring Sheet”** the designated committee will decide to qualify /disqualify the applicants. The applicants at this stage after the satisfactory presentation, considered eligible for empanelment would then be invited to participate in the financial bid by the Bank (which could be by e-tendering) for the final selection of vendors. Marks under each parameter will be awarded by the committee but will not be disclosed to the applicants. The cut off requirements for scoring is **71 out of 115 marks** in total is mandatory for short listing the applicants for further empanelment and onwards submission of price bid.

6.5 The applicants who are included in the Bank’s panel will only be allowed to participate in price bid through e-tendering/GeM portal on prefixed date & time as decided by the Bank. If the rates, terms and conditions of Bank are accepted by them then the work will be distributed amongst the finalist as per the discretion of the Bank (**Quantum of allotment of Branches / Offices will be advised before the price bid to the eligible applicants only**). Although allotment of work and the area of operation amongst the finally empaneled vendors would be the sole discretion of the Bank.

6.6 The Bank reserves the right to assign or withdraw any work to or from any empaneled vendor or successful bidder without assigning any reasons and can cancel the empanelment by giving one month notice without assigning any reason in this regard.

6.7 Vendors so empaneled should comply with all statutory and labour laws or any other law in for, the time being, rules, and regulations of central / state government at their own cost.

6.8 Financial bid of only technically qualified applicants/Bidders (including presentation cum demonstration) will be opened.

6.9 Successful bidder shall submit the complete details of OEM/ODM of offered products. We will verify the product specifications, rates and other details from the OEM/ODM. In case of any discrepancy application of the bidder will be rejected.

6.10 If number of final shortlisted applicants is more than 20 then Bank is liable to shortlist only top 20% of the participants for further process.



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SECTION-7

GENERAL TERMS AND CONDITIONS

7.1 Bank reserves the right to purchase the equipment's/ items through **GeM portal** of Govt. of India directly and provides the same to the firm/ vendor for installation and commissioning in the required branch. However, cost of any material / component provided by the firm for installation and commissioning of the system/ equipment would be paid as per approved / prevalent market rates, including installation charges.

7.2 Indemnity: The selected bidder shall indemnify, protect and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any law pertaining to labour act, minimum wages act, engaging the manpower laws etc.

Selected Bidder shall keep the Bank, its Successors, Assignees and Administrators fully indemnified and harmless against loss or liability, claims actions or proceedings, if any, that may arise from whatsoever nature caused to the Bank through the action of its employees, agents, contractors, subcontractors etc.

The indemnification is only a remedy for the Bank. The Selected Bidder is not absolved from its responsibility of complying with the statutory obligations as specified above. Indemnity would be limited to court awarded damages and shall exclude indirect, consequential and incidental damages. However, indemnity would cover damages, loss or liabilities suffered by the Bank arising out of claims made by its customers and/or regulatory authorities.

However, the Selected Bidder would be given an opportunity to be heard by the Bank prior to making decision in respect of such loss or damage.

7.3 Liability of the Selected Bidder: Bank shall hold the selected bidder, its Successors, Assignees and Administrators fully liable against loss or liability, claims, actions or proceedings, arising out of non- fulfilment of any obligations under the Contract.

Selected Bidder shall be the principal employer of the employees, agents, contractors, subcontractors etc. engaged by the firm and shall be vicariously liable for all the acts, deeds or things done by its employees, agents, contractors, sub-contractors etc., whether the same is within the scope of power or outside the scope of power, vested or instructions issued by the Bank under the Contract to be issued for this Tender Document. Such liability of the Selected Bidder will be restricted to the actual amount of the Contract.

"Notwithstanding anything to the contrary elsewhere contained in this or any other contract between the parties, neither party shall, in any event, be liable for any indirect, special, punitive, exemplary, speculative or consequential damages, including but not limited to loss of income or profits."

7.4 Negligence by the Bidder: In connection with the work or contravening to the provisions of General Terms, if the selected bidder neglects to execute the work with due diligence or expedition or refuses or neglects to comply with any reasonable order given to him in writing by the Bank, in such eventuality, the Bank may after giving notice in writing to the selected bidder calling upon him to make good the failure, neglect or contravention complained of, within such time as may be deemed reasonable and in default of the said notice, the Bank shall have the right to cancel the Contract holding the selected bidder liable for the damages that the Bank may sustain in this behalf.

7.5 Obligations of the Bidder: The Bidder is responsible for managing the activities of its personnel



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and will hold itself responsible for any misdemeanors.

7.6 Products Certifications: The Fire Resistant Door to be installed by the applicant should be as per Bank specifications as mentioned in **SECTION-8 [Technical Specification & GENERAL REQUIREMENT]** and should bear BSI marked certification.

7.7 Product Literatures:

- i. Applicant shall furnish Product Literature as a part of bid documents establishing the applicant's ability to supply the material as per Bank's approved specifications.
- ii. The applicant shall also submit documentary evidence in the form of literature, drawing, & data on the product offered.
- iii. Evaluation will be done on the basis of the documents submitted along with the bid without any further reference to the applicant.

7.8 The intending Manufacturer / Firm / Company / Dealer / Vendor who are under arbitration / litigation with our Bank in last five Years or have been black listed / de-listed / de-paneled by any Government / Semi Government / Nationalized Public Sector Banks / Public Sector Undertaking (PSUs) / Financial Institutes (FIs) / Corporate Offices will not be considered for Empanelment. A valid AFFIDAVIT, on a Stamp Paper duly attested by Notary / Magistrate, to be submitted to this effect along with the application. Application received without the affidavit will be summarily rejected.

7.9 Other Terms & Conditions:

- i. **BANK'S RIGHT TO ISSUE CLARIFICATIONS, ADDENDUMS, CORRIGENDUM ETC:** The Bank can at any time issue clarifications, addendums or corrigendum before finalization of empanelment. The same will be published on the Bank's website. The applicants are requested to regularly visit the Bank's website.
- ii. In case of a serious lapses or non-fulfillment of any terms & conditions, the contract is liable to be canceled with forfeiture of the 'security deposit'. Beside this Bank may take suitable action as deemed necessary.
- iii. The Bank reserves the right through the P&E Department to make changes in method and specifications of work within the overall framework of the terms and the basket of products.
- iv. All components/sub-assemblies/spares used shall be as per the Technical Specifications approved by the Bank.
- v. The Bank, through its Fire Officer reserves the right and the vendor shall arrange to have a functional/performance test of any equipment carried out to verify the performance parameters of the equipment. In case of any deficiencies observed the contractor concerned shall be responsible for rectification of the equipment at his cost.
- vi. **Warranty Period:** For new supply of Fire Resistance Door, it shall be **12 calendar months** from the date of installation against any manufacturing defects.
- vii. Any liability arising out of any litigation (including those in consumer courts) due to any act or omission of the Vendor shall be directly borne by the Vendor including all expenses/fines. If any money shall, as the result of any instructions from the Labour Authorities or claim or application made under any of the Labour laws, or Regulations, be directed to be paid by the Bank, such money shall be deemed to be payable by the Any liability arising out of any

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litigation (including those in consumer courts) due to any act or omission of the Vendor shall be directly borne by the Vendor including all expenses/fines. If any money shall, as the result of any instructions from the Labour Authorities or claim or application made under any of the Labour laws, or Regulations, be directed to be paid by the Bank, such money shall be deemed to be payable by the Any liability arising out of any litigation (including those in consumer courts) due to any act or omission of the Vendor shall be directly borne by the Vendor including all expenses/fines. If any money shall, as the result of any instructions from the Labour Authorities or claim or application made under any of the Labour laws, or Regulations, be directed to be paid by the Bank, such money shall be deemed to be payable by the Vendor to the Bank within seven days. The State Bank of India, without prejudice to other rights/remedies available to the Bank, shall be entitled to recover the amount from the Vendor by deduction from money due to the Vendor or from the security deposit money.

- viii. The State Bank of India, without prejudice to other rights/remedies available to the Bank, shall be entitled to recover the amount of penalty or otherwise from the Vendor by deduction from money due to the Vendor or from the security deposit money.

7.10 Compliance with Tax Laws: The Vendor shall ensure full compliance with tax laws of India regarding this contract and shall be solely responsible for the same. The Vendor shall keep the Bank fully indemnified against liability of tax, interest, penalty etc. of Vendor in respect thereof, which may arise.

7.11 Termination of the Contract: The Bank reserves its right to cancel the entire contract in whole or part at any time without assigning appropriate reasons and without giving any notice in the event of one or more of the following conditions:

- i. Delay in completion of the work beyond the specified periods for reasons solely ascribed to the bidder.
- ii. Serious discrepancies noted in the conduct of the work.
- iii. Breaches in the terms and conditions of the contract.
- iv. If the bidder fails to perform any other obligation(s) under this Tender/and subsequent agreement.
- v. During contract, if any of the Vendor are found to be indulging in corrupt practices causing any loss of revenue to the Bank, Bank shall be entitled to terminate the contract forthwith duly forfeiting the Vendor's Security deposit amount.

7.12 Effect of Termination: The Bank shall make such prorated payment for services rendered by the bidder and accepted by the Bank at the sole discretion of the Bank in the event of termination, provided that the bidder is in compliance with its obligations till such date. However, no payment for "costs incurred, or irrevocably committed to, up to the effective date of such termination" will be admissible. There shall be no termination compensation payable to the bidder. Termination shall not absolve the liability of the Bank to make payments of undisputed amounts to the bidder for services rendered till the effective date of termination. Termination shall be without prejudice to any other rights or remedies a party may be entitled to hereunder or at law and shall not affect any accrued rights or liabilities of either party nor the coming into force or continuation in force of any provision hereof which is expressly intended to come into force or continue in force on or after such termination.



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7.13 Publicity: Any publicity by the selected bidder in which the name of the Bank is to be used should be one only with the explicit written permission of the Bank.

7.14 Inspection of Records: All bidder's records with respect to any matter covered by this Tender Document shall be made available to the Bank or its authorized officials at any time during normal business hours, as often as the Bank deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Said records are subject to examination.

7.15 In case of any dispute arising out of or in relation to this EOI, the dispute shall be resolved by way of Arbitration and the decision taken by the Arbitrator who will be appointed by the Bank will be final and binding on the Applicant / Vendor. The place of arbitration shall be at Guwahati and its proceeding shall be governed by Arbitration & Conciliation Act, 1996 as amended from time to time. Legal disputes, if any, shall be subject to the exclusive jurisdiction of Courts in Guwahati only.

7.16 Disclaimer: The tender would bind neither the Bank in any contract nor in an offer of an assignment/contract. The Bank reserves the right to accept any bid/ proposal or reject any or all the bids/ proposals received in response to the tender and to cancel the entire process at any time prior to award of the assignment/contract, without thereby incurring any liability to the affected respondent/s. The Bank shall not be bound to offer any reasons for such acceptance/ rejection nor shall entertain any correspondence with the rejected respondents in this matter. The Bank reserves the right to cancel the tender process altogether at any time for any reason whatsoever. Purely as the discretion of the Bank.

7.17 The Firms shall not use logo and name of the State Bank of India on their letter head, sign board and rubber stamp etc.

7.18 Non-disclosure of Information: The Selected Bidder shall not, without the Bank's prior written consent, disclose any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Bidder in the performance of the work assigned to them.

7.19 No Commitment to Accept any Bid: Bank shall be under no obligation to accept the lowest or any other offer received in response to this offer notice and shall be entitled to reject any or all offers without assigning any reason whatsoever. Bank has the right to re-issue tender/bid. Bank reserves the right to make any changes in the terms and conditions of Tender Document that will be informed to all bidders. Bank will not be obliged to meet and have discussions with any bidder, and/or to listen to any representations once their offer/bid is rejected. Any decision of Bank in this regard shall be final, conclusive and binding upon the bidder.

7.20 Signing of the Bid: The bid shall be signed by a person or persons duly authorized by the Bidder with signature duly attested. In the case of a body corporate, the bid shall be signed by the duly authorized officers and supported by internal corporate authorizations.

7.21 Exit Option: The Bank reserves the right to cancel the contract in the event of the failure of the bidder to agree on the terms of the contract within 30 days from the date of communication of award by the Bank and sharing of terms of contract by the Bank. If the bidder does not meet these criteria, then the Bank may at its discretion declare the next best bidder as the successful bidder. The contractor will have an option to exit from the contract if felt so, by serving a notice period of 90 days.



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7.22 Force Majeure: In case either party is prevented from performing any of its obligations due to any cause beyond its control, including but not limited to act of God, fire, flood, explosion, war, action or request of governmental authority, systemic breakdown, failure of electricity supply, accident and labour trouble, the time for performance shall be extended until the operation or such cause has ceased, provided the party affected gives 10 days' notice to the other party of any such factors or inability to perform and resume performance as soon as such factors disappear or are circumvented. In case, Force Majeure continues more than 30 days, both the parties should discuss to find out mutually agreeable solution to the problem. In case, it is decided to terminate the contract, the Bank shall be required to pay the bidder only such amounts as due to it on account of completed items. The bidder shall not be liable for any loss, damage or claims under this Agreement for termination due to Force Majeure clause.

7.23 Disqualification: Any form of canvassing/lobbying/influence/query regarding shortlisting, status, etc. will be a disqualification.

7.24 Random Check/inspection of Bills & Service Certificates as well as quality of Servicing / New Installation will be carried out by the Bank Fire Officer, LHO, and severe action (as deemed fit) will be initiated against the firm if any abnormality noticed against the Bank's instruction.

7.25 CONFIDENTIALITY: The vendor or its employees are required to maintain total and complete secrecy and assure not to communicate or allow to be communicated to any person or divulge in any matter/information relating to the ideas, concepts, know-how, techniques, data, facts, figures, and all information what so ever concerning, relating to the bank and its affairs to which the employees have the access.

7.26 SITE VISIT:-

The tenderer/bidder prior to bidding requires to understand that the scope of work entails supply and installation at remote locations also in the SBI Guwahati Circle where the branches of the Bank are situated and that it warrants having sufficient resources for effectively carrying out the work which may be assigned and that in future it shall not take any excuse whatsoever in that regard. The tenderer/bidder has to visit the site and understand the details of the scope of work, site condition, existing set-up and hook-ups to be done at site. Non- familiarization of site condition shall not be considered for late execution of the work nor for cost – overrun for the specified contract.

The tenderer / bidder shall make itself available all necessities which are required for installation of the Fire Resistance Doors viz. power, transport and communication facilities etc. The quality and quantity of the materials, labour, the law and order situation, climatic conditions, liaison requirements with local authorities/ authorities maintaining the campus, security agencies guarding the campus, traffic regulations in and around the site etc., shall be the responsibility of the tenderer / bidder.

7.27 Details area of operations under Guwahati Circle are as under:-

S.NO.	Network		ZONES	AREA OF OPERATION
i.	NW-I		AO Guwahati	<u>Branches / Offices are under the state of Assam covering Districts:</u> Bongaigaon, Baksa, Barpeta, Chirang, Dhubri, Goalpara, Hojai, Kamrup, Kamrup Metro, Karbi Anglong, Kokrajhar, Morigaon, Nagaon, Nalbari,

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				South-Salmara-Mancachar, West Karbi Anglong
ii.			AO Dibrugarh	i. <u>Branches / Offices are under the state of Assam covering Districts:</u> Biswnath, Darrang, Dhemaji, Dibrugarh, Lakhimpur, Sonitpur, Tinsukia and Udalguri. ii. <u>Branches / Offices are under the state of Arunachal Pradesh covering Districts:</u> West Siang, West Kameng, Upper Subansiri, Upper Siang, Tirap, Tawang, Subansiri, Siang, Papumpare, Namsai, Lower Subansiri, Lower Dibang Valley, Longding, Lohit, Kurung Kumey, Kra Daadi, Kameng, East Siang, East Kameng, Dibang Valley, Chunglang, Anjaw.
iii.			AO Shillong	i. <u>Branches / Offices are under the state of Meghalaya covering Districts:</u> East Garo Hills, East Jaintia Hill, East Khasi Hills, North Garo Hill, Ri Bhoi, South Garo Hills, South West Garo Hill, South West Khasi Hills, West Garo Hills, West Jaintia Hill & West Khasi Hills ii. <u>Branches / Offices are under the state of Manipur covering Districts:</u> Bishnupur, Chandel, Churachandpur, Imphal East, Imphal West, Jiribam, Kakching, Kamjong, Kangpokpi, Noney, Pherzawl, Senapati, Tamenglong, Tengnoupal, Thoubal & Ukhrul.
iv.	NW-II		AO Jorhat	i. <u>Branches / Offices are under the state of Assam covering Districts:</u> Jorhat, Charaideo, Golaghat, Majuli and Sibsagar. ii. <u>Branches / Offices are under the state of Nagaland covering Districts:</u> Dimapur, Kiphire, Kohima, Longleng, Mokokchung, Mon, Peren, Phek, Tuen Sang, Wokha, Zunheboto.
v.			AO Silchar	i. <u>Branches / Offices are under the state of Assam covering Districts:</u> Kachar, Dima Hasao, Hailakandi & Karimganj. ii. <u>Branches / Offices are under the state of Tripura covering Districts:</u> Dhalai, Gomati, Khowai, North Tripura, Sepahijala, South Tripura, Unakoti & West Tripura. iii. <u>Branches / Offices are under the state of Mizoram covering Districts:</u> Aizawl, Champhai, Hnahthial, Khawzawl, Kolasib, Langtlai, Lunglei, Mamit, Saiha, Saktual & Serchip.



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7.28 PROCEDURE OF WORK TO BE UNDERTAKEN

The Procedure to be followed for SUPPLY and INSTALLATION of the Fire Resistance Door **with 01 hour fire rated and 02 hours fire rated in the UPS/battery room and Record room** of branches/offices under SBI Guwahati Circle is as under:-

- i. The firm(s) will contact at Administrative offices / Regional Business Offices. After taking the details of the branches/offices, the vendor will submit the estimate (branch/office wise) to AOs/RBOs to accord financial sanctions based on the requirement accordingly the work order in writing to be issued.
- ii. The firm after getting work order from respective AOs/RBOs will supply/install the Fire Resistance Door as per the laid down specifications stipulated in the tender for the UPS/battery rooms of branches only where the UPS/battery room is functional in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height.
- iii. The Branches where UPS/battery is functional in a room/cabin with wooden/glass partition walls will have to take up the matter with their respective AOs/RBOs to arrange UPS/battery room in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height at earliest possible time.
- iv. Upon arranging the UPS/battery room in a room/cabin with brick works/RCC pardi having plaster finish walls up to ceiling height by the branch, the branch may inform the firm for SUPPLY and INSTALLATION of fire resistance door in the UPS/battery room.
- v. The whole work shall be completed within 90 days from the date of receipt of the work order.
- vi. Vendors to complete the Supply, Installation work at branches/offices and get work completion Certificate signed from Branch Manager as per the format enclosed.
- vii. Four copies of "work completion certificate" (sample copy enclosed) will be prepared by the firm and submitted to the following Officials.
 - The CM (Compliance & Operations) at Administrative Office and CM (Compliance) of respective RBO.
 - The Branch Manager.
 - Fire Officer, LHO/AO.
 - Their (Firm) own office copy.
- viii. Firms to submit bills along with work completion Certificate duly signed by the Branch Manager to the Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO for scrutiny/vetting.
- ix. The Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO will verify the bills/rates quoted by the firms as per the approved rate list of LHO Guwahati. For any clarification, the desk officer may contact Fire Officer at LHO/AO.
- x. After vetting of bills/rates by the Desk Officer /Mgr/Dy. Mgr (Premises) at AO/RBO, the bills will be forwarded to the concerned branch for payment.

7.29 MODE OF PAYMENT:

In case of supply and installation of Fire Resistant Door at branches/offices/premises, the vendor will submit an estimate to the Branch/Office and on confirmation, will supply & install the Fire Resistant



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Door and submit the Bill to the respective branch/office/RBO/AO. For any clarification the estimate/drawing/bill can be vetted by the Fire Officer, LHO/Administrative Office and the payment will be done at the Branch/RBO/AO level.

No advance payment will be made by the Bank. Payment will be made against supply and installation of material.

7.30 PENALTY CLAUSE:

New Fire Resistant Door shall be installed as per directives of LHO /Administrative Office/RBOs/Branches of the Bank as per their requirements. New installation to be completed within **90 days** of the receipt of the work order failing which **10% penal charges per week from the work order will be levied and deducted from the bill.**

In case of supply of sub-standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, the contract with the company will be cancelled without prior notice and firms will be delisted or blacklisted from the Bank. **Performance Guarantee (Security Deposit) of Rs.50,000/- (Rupees Fifty Thousand Only)** shall be kept in Premises & Estate Department, LHO, Guwahati towards supply of sub-standard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, by the firm in any of the branch in allotted region. This Performance Guarantee is liable to be forfeited.

If bank suffers any loss due to poor maintenance of system / non-attending of complaints within time frame of 24 hrs. to max. 48 hours of branches/offices and max. 24 hrs of Currency Chest branches, then bank is liable to impose penalty of **20% of loss suffered by the banks.** Security Deposit may also be forfeited as per discretion of the Bank.

In case of repeated complaints from the Branches, the vendor's services may be discontinued and the Bank may also delist him from the panel and/or black list him from the bank. Security Deposit may also be forfeited as per discretion of the Bank.

SECTION-8

TECHNICAL SPECIFICATION AND GENERAL REQUIREMENTS

8.1 SPECIFICATION FOR ONE HOURS FIRE RATED DOOR:-

- i. Providing and fixing of Hollow metal fire rated doors as per BS: 476 Part (20 & 22), IS 3614: 2021 and IS/ISO 3008-1: 2019 for stability, insulation and integrity. Pressed Galvanized steel confirming to IS 277: 2018 with the following specification:
- ii. Fire door shall have doors tested at CBRI Roorkee **for FIRE RESISTANCE up to 1 hour.**
- iii. Deviation in specification and sheet thickness other than what is mentioned in the test certificates are not allowed.
- iv. Proper label confirming the type of door, and the hourly rating is mandatory.
- v. Door frame shall be single rebate profile of minimum size 100 x 57 mm made out of minimum 1.6 mm (16 gauge) minimum thick galvanized steel sheet.
- vi. Frames shall be mitered, and field assembled with self-tabs.
- vii. All provision should be mortised, drilled and tapped for receiving appropriate hardware.
- viii. Rubber door silencers should be provided on the striking jamb.
- ix. Frames should be provided with back plate bracket and anchor fasteners for installation on a finished plastered masonry wall opening.
- x. Once frame installed should be grouted with cement & sand slurry necessary for fire doors on the clear masonry opening.
- xi. Door leaf shall be 46mm thick fully flush double skin door.
- xii. Door leaf shall be manufactured from minimum 1 mm (20gauge) minimum thick galvanized steel sheet.
- xiii. The internal construction of the door should be rigid reinforcement pads for receiving appropriate hardware.
- xiv. The infill material shall be resin bonded honeycomb core. All doors shall be factory prepped for receiving appropriate hardware and provided with necessary reinforcement for hinges, locks, and door closers.
- xv. The edges should be interlocked with a bending radius of 1.4mm. For pair of doors astragals has to be provided on the meeting stile for both active and inactive leaf.
- xvi. Vision lite wherever applicable should be provided as per manufacturer's recommendation with a bending and screws from inside.
- xvii. The glass should be 6mm clear borosilicate fire rated glass of relevant rating of the door.
- xviii. All doors and frames shall be finished with polyurethane aliphatic grade paint of approved color.
- xix. The door leaf and frame shall have passed minimum 250 hours of salt spray test.
- xx. Rate should include supply and installation of door and hardware set as mentioned in the door and hardware schedule.

8.2 SPECIFICATION FOR TWO HOURS FIRE RATED DOOR:-

- i. Providing and fixing of Hollow metal fire rated doors as per BS: 476 Part (20 & 22), IS 3614: 2021 and IS/ISO 3008-1: 2019 for stability and integrity. Pressed Galvanized steel confirming to IS 277: 2018 with the following specification:
- ii. Fire door shall have doors tested at CBRI Roorkee **for Fire Resistance up to 2 hrs.**
- iii. Deviation in specification and sheet thickness other than what is mentioned in the test certificates are not allowed.
- iv. Proper label confirming the type of door and the hourly rating is mandatory.

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- v. Door frame shall be single rebate profile of size 143 x 57 mm made out of 1.6 mm (16 gauge) minimum thick galvanized steel sheet. Frames shall be mitred and field assembled with self-tabs.
- vi. All provision should be mortised, drilled and tapped for receiving appropriate hardware.
- vii. Rubber door silencers should be provided on the striking jamb.
- viii. Frames should be provided with back plate bracket and anchor fasteners for installation on a finished plastered masonry wall opening.
- ix. Frame installed should be grouted with cement & sand slurry necessary for fire doors on the clear masonry opening.
- x. Door leaf shall be 46mm thick fully flush double skin door.
- xi. Door leaf shall be manufactured minimum 1 mm (20 gauge) minimum thick galvanized steel sheet. The internal construction of the door should be rigid reinforcement pads for receiving appropriate hardware.
- xii. The infill material shall be resin bonded honeycomb core.
- xiii. All doors shall be factory prepped for receiving appropriate hardware and provided with necessary reinforcement for hinges, locks, and door closers.
- xiv. The edges should be interlocked with a bending radius of 1.4mm. For pair of doors astragals has to be provided on the meeting stile for both active and inactive leaf.
- xv. Vision lite wherever applicable should be provided as per manufacturer's recommendation with a bending and screws from inside.
- xvi. The glass should be 6mm clear borosilicate fire rated glass of relevant rating of the door. All doors and frames shall be finished with polyurethane aliphatic grade paint of approved color. The door leaf and frame shall have passed minimum 250 hours of salt spray test.
- xvii. Rate should include supply and installation of door and hardware set as mentioned in the door and hardware schedule.

FIRE DOOR MAKE LIST: - Tata, JC Fire Door, GALAXY Fire Door or equivalent

ITEM DESCRIPTION FOR HARDWARE

S. No.	Metal Fire Door Hardware	Make
1.	SS (Grade - 304) Ball Bearing Fire Rated Hinges Size 4 "X 3 " X 3mm	Dorma, Gaze or equivalent
2.	Panic Bar (Push Type -UL Listed) Device for Single Leaf Door (For Inside Operation)	Dorma, Gaze or equivalent
3.	Panic Bar (Push Type -UL Listed) Device for Double Leaf Door (For Inside Operation)	Dorma, Gaze or equivalent
4.	Panic Trim Latch Device with Handle & Lock (For Out Side Operation)	Dorma, Gaze or equivalent
5.	2hrs Clear Fire Rated Glass 6 mm Thick with Metal Vision Panel. Size: 200 X 300 mm.	Saint gobin, Schott-Pyran or equivalent
6.	Anchor Fastener 10 X 100 MM	Standard type
7.	Fire door closure	Dorma, Gaze or equivalent



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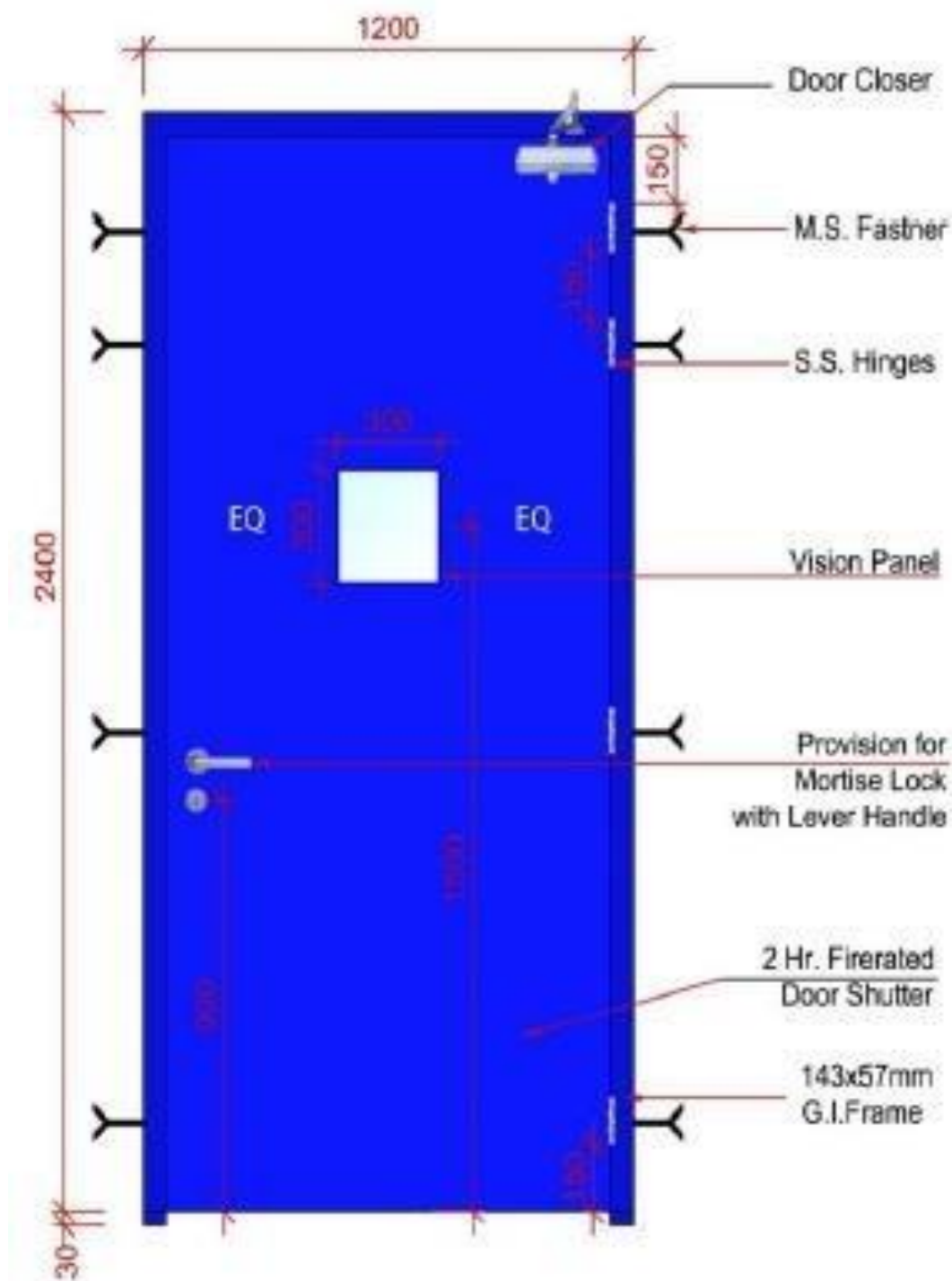
DATED: 06.07.2026

8.	Pair of SS Tower Bolt 300 mm Long,	Dorma, equivalent	Gaze	or
9.	Mortise Dead Lock with 70mm cylinder Both Side	Dorma, equivalent	Gaze	or
10.	SS D Handle (19 x 250 mm)	Dorma, equivalent	Gaze	or

Note: Equivalent Brand must be acceptable to the Bank

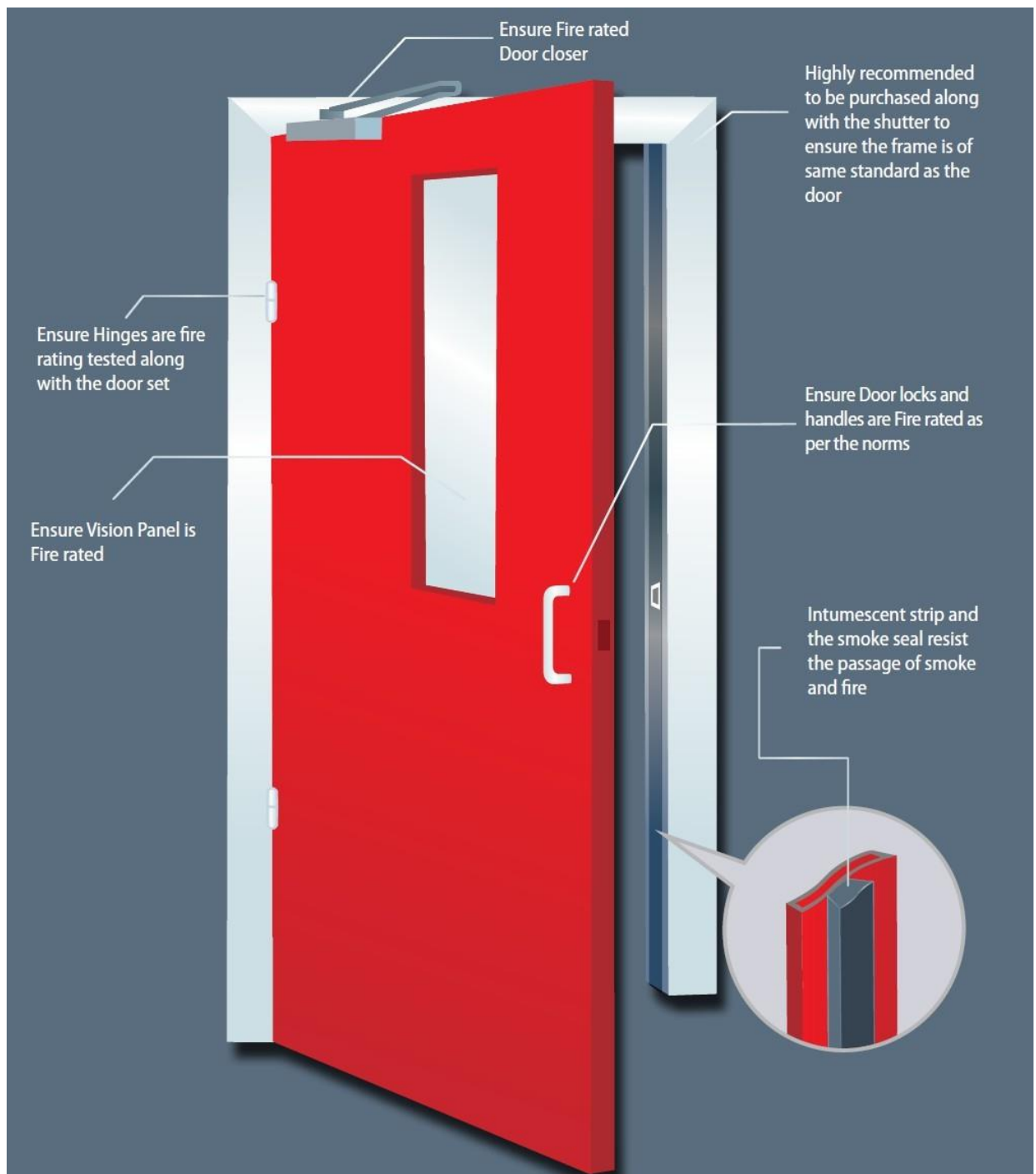
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ANNEXURE - B

TO BE FILLED BY APPLICANTS

TECHNICAL SPECIFICATION AND GENERAL REQUIREMENTS

Certified that

- a) We have understood the technical specifications & general requirements thoroughly and are acceptable to us.
- b) If the work order in whole or part is placed with us, we would be able to supply and install the above mentioned equipment/service to the branches/offices in the State Bank of India, Guwahati Circle within given time frame.
- c) Our Company/firm already has an office in region with adequate infrastructure and technical manpower, which will remain functional till the end of warranty.
- d) We understood that the specifications being offered by us as above are applicable throughout the State Bank of India, Guwahati Circle.

PLACE:

DATE:

SIGNATURE WITH SEAL



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DATED: 06.07.2026

ANNEXURE – C

[To be submitted by Vendor on letter head]

Ref, No.

Date:

To,
The Assistant General Manager (P&E)
State Bank of India,
Premises & Estate Department,
3rd Floor, Local Head Office,
Guwahati, Assam – 781006
E mail – agmpe.lhoguw@sbi.co.in

Dear Sir,

ACCEPTANCE FOR SUBMISSION OF APPLICATION FOR EMPANELMENT OF CONTRACTORS / FIRMS / COMPANIES FOR SUPPLY AND INSTALLATION OF FIRE RESISTANCE DOOR AS PER BS:476 PART (20 & 22), IS 3614 (PART 2)-1992 AT BANK BRANCHES / OFFICES / PREMISES UNDER THE JURISDICTION OF STATE BANK OF INDIA, LOCAL HEAD OFFICE, GUWAHATI CIRCLE

With reference to your advertisement notification no.datedfor captioned work, we submit herewith our application form for expression of interest with required list of enclosures duly filled, signed and sealed by the authorized signatory of our organization.

2. I/We have read and understood the Press notice, Empanelment Notice & this Application form along with all Annexure and my/our firm fulfils the Eligibility Criteria as described in the notice.

3. I/We are agreeable to the terms and conditions and to submit **Bank Guarantee/Security Deposit of Rs.50,000/- (Rs. Fifty Thousand Only)** from a scheduled bank other than State Bank of India. The Security Deposit will be released only on successful completion of the empanelment period and warranty period of one year. If the successful bidders fail to execute the work as per Banks specifications / schedule, their Security Deposit will be forfeited.

4. I/We hereby confirm that all information, particulars, copies of certificates and testimonials in connection with my above-mentioned empanelment of Fire Resistant Door for supply and installation of Fire Resistant Door are correct and genuine. I/ we, am /are, therefore liable to face the appropriate actions as deemed fit by the Bank in the event of any of the information, particulars, copies of certificates and testimonial is not found correct / genuine or not attached as required documents.

5. I / We undertake to produce the original of all the papers / documents attached herewith and assist the Bank authorities for the purpose of empanelment and verification.

6. I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

7. I/We are authorized to sign and submit these documents for Empanelment.

8. I /We understand that if at any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully and in case of receipt of adverse / unsatisfactory report



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from other clients / Bankers, the Bank may not consider our application and / or may de-list us and / or may take any appropriate action against us.

9. I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the Bank.

10. I/ We confirm that all the Rules prevailing in the state, the Labour Laws, Risk Insurance obligations, State & Central Government statutory requirements are complied by us.

11. I / We understand that this is merely an application & does not entitle us to be necessarily empanelled by the Bank and Bank reserves the right to reject all and / or any application without assigning any reason whatsoever.

12. **I/We hereby confirm and certify that we shall provide account details of State Bank of India for payment process.**

Yours faithfully,

SEAL OF THE FIRM

(SIGNATURE OF AUTHORIZED SIGNATORY)

PLACE:

NAME:

DATE:



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ANNEXURE – D

**APPLICATION FOR EXPRESSION OF INTEREST FOR EMPANELMENT FOR FIRE RESISTANT DOOR
IN SBI, GUWAHATI CIRCLE**

S. No.	Subject	Details			
1.	Name of Organization				
2.	Constitution	Proprietary / Partnership / HUF / Private Limited / Public Limited. [Enclose a copy Certificate of Registration / Partnership deed].			
3.	Year of Establishment	(DATE OF COMMENCEMENT OF BUSINESS IN CASE OF COMPANY)			
4.	Details of Partners/Key/Senior Officials/Directors /Technical Officer (Enclose Biodata)	Name	Designation	Qualifications	Experience
5.	Registered / Head Office Address with details	Address			
		Mobile			
		Phone			
		Fax			
		Email			
6.	Local Office Address With details and documentary evidence	Address			
		Mobile			
		Phone			
		Fax			
		Email			
7.	Contact Details for Correspondences	Name			
		Designation			
		Address			
		Mobile			
		Phone			
		Fax			



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		Email						
8.	GSTs Registration No.	[Please enclose a certified copy of latest certificate]						
9.	PAN [Permanent Account Number]	[Please enclose a certified copy of latest income tax clearance certificate/Return filed/Assessment Order]						
10.	Service Tax Registration No.	[Please enclose copy of Registration Certificate]						
11.	Whether last three years (FY 2023-24, 2024-25, 2025-26) IT rerun filled	Please enclose relevant certified copies						
12.	Annual Turn Over (in lacs), Please enclose certified copies	2023-24						
		2024-25						
		2025-26						
	Average Annual Turnover last 3 years							
13.	Financial details (Please enclose copies of Audited Profit and Loss and Balance Sheet along with Auditor's Note)	[Rs. In lakhs] As at close of business as on						
			31/03/2024	31/03/2025	31/03/2026			
		Turnover / Sales						
		Other Income						
		Profit before Tax						
		Profit after Tax						
		Capital & Reserves						
14.	Relevant Experience of applicants		[Please enclose relevant certified copies i.e., work completion / satisfactory performance certificate by the organization to the firm/applicant.]					
	S.No.	Name of Organization	Type of Organization	Location	From (mention date)	TO (mention date)	Total years /months	
	i.							
	ii.							
	iii.							



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	iv.						
	v.						
	vi.						
	...						
15.	Working Experience in the field of Fire Equipment – Fire Resistant Doors		[Please enclose relevant certified copies i.e., work completion / satisfactory performance certificate by the organization to the firm/applicant.]				
	S. No.	Name of Organization	Type of Organization (PSUs/ nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings /Financial Institution/ Listed companies etc.)	Location	From (mention date)	TO (mention date)	Total years /months
	i.						
	ii.						
	iii.						
	iv.						
	v.						
	vi.						
	...						
16.	No. of installation of Fire Resistant Doors		[Please enclose relevant certified copies i.e., work completion / satisfactory performance certificate by the organization to the firm/applicant.]				
	S. No.	Name of Organization	Type of Organization (PSUs/ nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings /Financial Institution/ Listed companies etc.)	Location	Mention date/ year of installation	No. of installation	Remarks
	i.						
	ii.						



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	iii.					
	iv.					
	v.					
	vi.					
	...					
17.	OEMs certificate	Please enclose relevant certified copies				
	Name of OEMs	Details				
18.	Established Office / Service Support centres	Please enclose relevant certified copies: Registration certificate under Shops & Establishment act in at least one of the below mentioned locations. AND Copy of Property Document / Rent Agreement along with list of technically qualified staff for the jo. Please furnish complete details of offices [Address and contact details like Mobile, Land line Phone, Fax, Email] with number of support engineers located.				
		Locations	Office Available? (Yes / No)	Functional from (date/year)	No. of Support Engineers and details	
		Guwahati				
		Shillong				
		Dibrugarh				
		Jorhat				
		Silchar				



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19.	ISO Certificate	Please enclose relevant certified copies		
	Name of ISO certificate	Details		
20.	Number of Offices In India	[Enclose complete list]		
21.	Whether Registered / empanelled any Organization / public body (Enclose documentary Proof)	Name of Organizations	Since when	Firms who are under arbitration/ litigation with our Bank or have been blacklisted/ de-listed/ de-panelled by any Govt/ Semi Govt/ Nationalised Banks/ Public Sector Banks (PSBs) / PSUs/ Financial Institutes (FIs) during last FIVE YEARS will not be considered. An AFFIDAVIT by Proprietor/All Partners/Director duly declaring his/their position in the Proprietorship/Partnership/Company, as the case may be, on a Stamp Paper duly notarised, to be submitted
22.	List of Clients whose work has been undertaken During last five years.	[Please enclose as per format relevant order copy/contract copy and satisfactory performance cum installation cum completion certificate from the customers] As per format		
23.	Dealing with SBI	Enclose order copies and installation certificates the satisfactory performance certificate has to be from the authority which originally empanelled the vendor.		
24.	Installations at Public Sector Banks / Entity	Please enclose order copies / contract copies and installation cum satisfactory performance certificate from Public Sector Bank.		
25.	Details of major works executed & completed during last 05 years.	Enclose copies of work order and its completion certificates		
26.	Details of major works on hand	Enclose copies of LOI /work order / agreement		



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27.	Details of Key Personnel Permanently employed.	Please enclose relevant certified copies/list
28.	List of Office Equipments owned by the firm (Enclose separate sheet, if required)	
29.	Declaration Regarding Near Relative Working in SBI.	
30.	Mention Any Litigation / Arbitration Case Pending Against the Firm	Attach a separate sheet if required.
31.	Have You Been Blacklisted by Any Organization in The Past, If Yes, Furnish Details	
32.	Whether the Applicant is Willing to Maintain / Repair the Existing Fire Resistant door	Yes / No
33.	GeM registration number	Please enclose relevant certified copies

Note: Please enclose separate sheets in same format for additional information, photographs, and documents. Please enclose all the Annexures with relevant supporting documents in a serial order. Bid shall be rejected in case the supporting documents is found not attached or not conform to the required parameters stipulated in the tender document.



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Declaration:

I/We have read and understood the empanelment notice inviting tender & this application form along with all Annexure and certify that my/our firm full fills the eligibility criteria for empanelment described in empanelment notice.

I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

I/We are authorized to sign and submit these documents for empanelment.

I /We understand that if at any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully and in case of receipt of adverse / unsatisfactory report from other clients / Bankers, the Bank may not consider our application and / or may de-list us and / or maytake any appropriate action against us.

I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the Bank.

I / We understand that this is merely an application & does not entitles us to be necessarily pre-qualified by the Bank and Bank reserves the right to reject all and / or any application without assigning any reason whatsoever.

PLACE:

SIGNATURE/ NAME:

DATE:



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ANNEXURE - E

TO BE FILLED BY APPLICANTS

SITC FIRE RESISTANCE DOORS
INSTALLED DURING THE LAST FIVE YEARS [AS ON 30/06/2026]

S.NO.	BLOCK YEAR	NOS. of Supply & Installation of Fire Resistance Doors	Work Value supported by Bill Invoice / Work Order/Completion Certificate	Name of organization with contact persons where work undertaken with contact details
1.				
2.				
3.				
4.				
5.				
TOTAL				

Note: -

1. The figures quoted above should be verifiable from the audited balance sheet as well as Work Order / Bills / Tax Invoice (self-attested copy must be enclosed), wherein quantities are mentioned clearly.
2. Completion Certificate in this regard must be enclosed as a supported document.
3. Also note that wrong information in this regard may disqualify the applicants.

(Authorized signatory)

Date:

Place:

Seal of the firm



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ANNEXURE - F

DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES

With reference to the Expression Of Interest (EOI) for empanelment of agencies / firms / companies on for supply and installation of Fire Resistance Door (FRD) as per BS:476 PART (20 & 22), IS 3614 (PART 2)-1992 at branches / offices / premises as per the requirement in the state of state of ASSAM, NAGALAND, MIZORAM, TRIPURA, MANIPUR, MEGHALAYA, & ARUNACHAL PRADESH vide Tender ID:.....dated

I/we hereby declare as under:-

(strike out which is not applicable)

1.I/We have no near relative working in SBI at present.

2. I/We give below the details of my/our near relatives working in SBI.

SI No	Name of the near relative	Name of the Branch/Office where posted

Place :

Date :

Signature of the bidder

Name of the bidder :.....



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ANNEXURE - G

(On Bidder's Company letter head)
TO BE FILLED BY APPLICANTS

**UNDERTAKING FOR
OPENING OF SUPPORT OFFICE AND SUBMISSION OF SHOP AND ESTABLISHMENT
REGISTRATION CERTIFICATE ISSUED BY THE RESPECTIVE STATE GOVT.**

I/We hereby undertake that I shall open support office / service center with technical personnel within a month from the date of **ALLOTMENT OF WORK** in the area where work is allotted to me under the SBI Guwahati Circle for providing 24X7 post implementation support and proof for the same along with details of Technical Staff will be submitted to the Bank.

2. I, also undertake to submit Shop & Establishment Certificate within the due date as mentioned in this EOI.
3. And I understand that physical verification of the support office / service center will be done by Bank Officials and if any deviation is found, the empanelment is liable to be canceled without any notice.
4. If I will not be able to open office within stipulated time given by the Bank, my work allotment should be cancelled, and my security money will be forfeited, and I will not claim for this and not challenges in any court of law

Place:

Date:

Signature with Seal
Name in Block Letters:
Designation:
Address:



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ANNEXURE - H

(On Bidder's Company letter head)

**UNDERTAKING FOR
ACCEPTANCE OF TECHNICAL SPECIFICATION
MAINTENANCE OF EXISTING FIRE RESISTANT DOOR / NEW SUPPLY**

1. I, undertake to provide the **EQUIPMENTS AND THEIR SPARE PARTS** as per the specifications and also maintain existing / newly installed system in good/functional condition during the AMC as per scheduled as given in this EOI or as advised by the bank from time to time.

2. And, I also agree to undertake that if any abnormalities are noticed by any inspecting Officials of the Bank in this regard, the Bank may impose suitable penalty and deduct the amount equivalent to loss to the Bank from my/our Bill/Bills or forfeit our Security Money deposited against non-adherence of Bank instructions as stipulated by the Bank.

Place:

Signature with Seal of the Company/Firm Date:

Name in Block Letters:

Designation:

Address:



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ANNEXURE - I

PERFORMANCE CERTIFICATE

(On letter head of the issuing authority/department)

This is to certify that M/s.....Address:is being providing / have been provided the services of installation of **Fire Resistant Doors** to our offices/branches/premises **since.....to.....**

2. We rate the performance of the firm as(**Satisfactory / Unsatisfactory**) in the field. The Certificate is issued based on the information and records available with us and is true to the best of my knowledge and belief.

3. Details of work of new installation/supply and maintenance, and their work value are as under during the last.....**Years:-**

S.NO.	Period	No. of installation in branches/ offices/ premises	Total Work value
i.			
ii.			
iii.			
....			
TOTAL			

[Note: Issued not more than **ONE MONTH OLDER** from the date of publishing of EOI]

Name of Organization:

Designation:

Office Seal/Stamp

Contact No.

Date:

Place: _



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ANNEXURE - J

INSTALLATION CERTIFICATE/WORK COMPLETION CERTIFICATE

1. It is certified that the Fire Resistance Door with One / Two hrs fire rated is installed in the UPS/battery room ofBranch (Code No.....), under Region , Administrative Office
2. The Fire Resistance Door is installed as per State Bank of India, Local Head Office, Thiruvananthapuram tender terms & conditions. All the items have been installed in the branch and physically verified by the Branch Manager/Accountant and installation is found satisfactory.
3. The lock keys are handed over by Sri of M/s....., to the Branch Manager/Accountant.

S. NO	Name	Designation (BM/Accountant)	Signatures
1.			

Signature

(NAME.....)

M/S.....

Countersigned by Branch Manager (with seal)



TENDER ID: LHOGUW/P&E/2026-27/03

DATED: 06.07.2026

ANNEXURE –K

[To be submitted by Vendor on letter head]

Ref, No.

Date:

To,
The Assistant General Manager (P&E)
State Bank of India,
Premises & Estate Department,
3rd Floor, Local Head Office,
Guwahati, Assam – 781006
E mail – agmpe.lhoguw@sbi.co.in

Dear Sir,

SUBJECT: AUTHORIZATION FOR NEW SUPPLY OF FIRE RESISTANT DOOR

We _____ registered office at _____ having joint venture / authorized dealer etc. with _____, who are established and leading manufacturer of Fire Resistant Door, do hereby authorize M/s _____ having their registered office at _____ to submit quote, negotiate, supply, install and provide after sales support for our range of under mentioned products quoted by them to meet the above mentioned tender:-

S. No.	Product	Make/Brand	Remarks
1	Fire Resistant Door – 1 hour rating		
2	Fire Resistant Door – 2 hour rating		

- a) We also confirm that the above products meet the Technical specifications/ features as per the RFP.
- b) We as OEM are responsible that the Service Provider uses genuine products. We will conduct Audit of the products being installed by the Service Provider, as and when required by the Bank without any extra cost, as a service support to the Bank.
- c) We will submit a certificate annually on 31st March for the total number of new supply of fire resistant door for SBI to the agency.

Thanking you,

Yours faithfully,
Authorized Signatories
(Name & Designation, seal of the OEM)
Contact No.
E-Mail Address



TENDER ID: LHOGUW/P&E/2026-27/03

DATED: 06.07.2026

ANNEXURE - L

NOT TO BE FILLED BY APPLICANTS
EVALUATION CUM SCORING SHEET FOR SITC & MAINTENANCE OF
FIRE RESISTANT DOOR
[BASED ON THE ELIGIBILITY CRITERION]

M/s.....

E-MAIL:.....Mob/PH.No.....

MATRIX FOR EVALUATION

S. NO.	PARTICULARS	MARKS	MARKING BY THE COMMITTEE
1.	Average Annual Turn Over Last 3 Years		
	Above 60 lakhs	10	
	More than 45 lakhs & up to 60 lakhs	7	
	Minimum 23 lakhs & up to 45 lakhs	5	
2.	Relevant Experience of the applicants (As On 30/06/2026)		
	Above 7 years	15	
	More than 5 years & up to 7 years	10	
	Minimum 5 years	7	
3.	Working experience in minimum 3 nos. of PSUs/ nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings /Financial Institution/Listed companies/ Shopping malls / Godowns / Warehouse / theatres / State / Central Govt. buildings etc. during last 5 years as on 30/06/2026 out of which minimum 1 no. should be of Public Sector Bank during last 5 years as on 30/06/2026 .		
	Minimum 5 organisations minimum 3 Public Sector Bank	15	
	Minimum 4 organisations and minimum 2 Public Sector Bank	10	
	Minimum 3 organisations and minimum 1 Public Sector Bank	7	
5.	The applicants should have carried out minimum 60 nos. of installation of Fire Resistant Doors in branches/offices/premises in PSUs/ nationalized Banks/State Govt. / Central Govt. / Large Private Sector Banks./ Govt. Undertakings /Financial Institution/Listed companies/ Shopping malls / Godowns / Warehouse / theatres / State / Central		



STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE
GUWAHATI CIRCLE

TENDER ID: LHOGUW/P&E/2026-27/03

DATED: 06.07.2026

	Govt. buildings etc. during last 05 years as on 30/06/2026. OR, having work valve of minimum Rs 15 lacs		
	More than 100 nos. of installation or work valve more than Rs 30 lacs	15	
	More than 70-100 nos. of installation or work valve between Rs 21 lacs – Rs 30 lacs	10	
	Minimum 60-70 nos. of installation or work valve of Rs 18 lacs – Rs 21 lacs	7	
6.	Back-to-back certificate from original equipment manufacturers (OEM) in support of Fire-Resistant Door being offered for supplying spare parts & equipments for the next minimum 5 years as on 30/06/2026.		
	Minimum 5 years	5	
	Not Submitted	0	
7.	No. of Established Office / Service support centres at 05 locations within the area of jurisdiction of Administrative Office Guwahati/ Dibrugarh/ Jorhat/ Silchar/ Shillong, for a minimum period of last 3 Years as on 30/06/2026.		
	5 and above	10	
	2 to 4	7	
	Minimum 01,	5	
	Total Maximum Marks	70	

Note:

- Minimum score in each category is mandatorily requirement AND Minimum Qualifying score is 36 marks.
- Committee Marking will be Final, based on the document submitted by the applicant.



**STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE
GUWAHATI CIRCLE**

TENDER ID: LHOGUW/P&E/2026-27/03

DATED: 06.07.2026

Annexure- M

(NOT TO BE FILLED BY THE APPLICANTS)

PRE-QUALIFICATION OF MANDATORY REQUIREMENTS

EVALUATION CUM SCORING SHEET FOR SITC FIRE RESISTANCE DOOR

[BASED ON PRESENTATION CUM DEMONSTRATION OF THE EQUIPMENTS]

➤ MINIMUM QUALIFYING MARKS IS 35 ➤ SHOULD SCORE MINIMUM MARKS IN EACH CATEGORY. ➤ SECTION - 1.0 [a, b, c & d] PARAMETERS ARE MANDATORILY TO QUALIFY ➤ SECTION - 2.0 [a(ii), c & d] PARAMETERS ARE MANDATORILY TO QUALIFY			
PARTICULARS		MAX MARKS	MARKS SCORED [0 / 5]
Sec 1.0	a. ON PHYSICAL PRODUCTION OF PRODUCT SAMPLE ALONG WITH ALL SUPPORTED ACCESSORIES / PARTS WHICH IS USED FOR INSTALLAION OF FIRE RESISTANCE DOOR AND APPROVED BY AUTHORIZED AGENCY AS MENTIONED IN EOI.	5	
	b. OFFERED PRODUCT DEMONSTRATION SUPPORTED BY RECORDED VIDEO CLIP OF THE PROCESS OF MANUFACTURING OR PPT WHICH WAS CONDUCTED BY OEM IN HIS PLANT/INDUSTRY	5	
	c. QUALITY / WORKMAN SHIP OF THE OFFERED BRAND / MAKE OF FIRE RESISTANCE DOOR AS PER BANK'S SPECIFICATION (SECTION 8)	5	
	d. HAVING THIRD PARTY CERTIFICATION BY AUTHORIZED BY GOVERNMENT OR UNDERTKING (AS MENTIONED IN EOI) FOR THE OFFERED BRAND	5	
	e. ADDITIONAL SUPPORTING DOCUMENT/DEMONSTRATION IF ANY	5	
	Section-1.0 [Max Marks: 25 & Min Marks: 20]	25	
Sec 2.0	Committee Evaluation		
	a. MARKS SCORED:	10	
	i. 55 MARKS OR MORE IN PRE-QUALIFICATION EVALUATION CUM SCORING SHEET) ASSESSED BY THE COMMITTEE. (ANNEXURE – L)		
	ii. IF SCORED BETWEEN 36 TO 54 MARKS IN PRE-QUALIFICATION EVALUATION OF CUM SCORING SHEET (ANNEXURE - L) ASSESSED BY THE COMMITTEE.	5	
	c. SATISFACTORY PERFORMANCE CERTIFICATE SUBMITTED BY THE FIRMS / VENDORS ISSUED NOT MORE ONE MONTHS OLD FROM THE DATE OF PUBLISHING OF THE EOI, AS MENTIONED IN PARA 6.3 OF THIS EOI [PREFERENCE WILL BE GIVEN TO THE PERFORMANCE CERTIFICATES ISSUED BY STATE BANK OF INDIA GUWAHATI CIRCLE].	5	
	d. OVERALL ASSESSMENT BY THE COMMITTEE MEMBER (ASSESSMENT OF COMPANY WITH REGARD TO ITS REPUTATION, PERFORMANCE FEEDBACK, EXPERIENCE, INFRASTRUCTURE AND CONFIDENTIAL CERTIFICATE).	5	
	Section-2.0 [Max Marks: 20 & Min Marks :15]	20	
TOTAL MAX MARKS: 45 [Section -1 + Section -2], Min Marks:35 to be scored		45	