



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

TENDER ID: LHOGUW/P&E/2026-27/04

DATED: 06.07.2026

STATE BANK OF INDIA, LOCAL HEAD OFFICE GUWAHATI INVITES
EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF AGENCIES / FIRMS FOR SITC (SUPPLY,
INSTALLATION, TESTING, COMMISSIONING) & ANNUAL MAINTENANCE CONTRACT (AMC) OF
WATER BASED FIXED FIREFIGHTING SYSTEM (WET RISER / DOWN COMER / SPRINKLER SYSTEM ETC.)
AS PER BANKS REQUIREMENT FOR VARIOUS BRANCHES / OFFICES / PREMISES 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.lhoguw@sbi.co.in & copy to fo.lhoguw@sbi.co.in



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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 from the reputed Firms/Companies/ Sole Proprietors/Authorized Dealers/Authorized Vendors dealing in **supply, installation, testing commissioning (SITC) and annual maintenance contract (AMC) of water based fixed firefighting system** including maintenance of existing firefighting system 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. Duly completed applications in the prescribed format with required documents etc. should be submitted online on or before due date.

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 Errors and Omissions: Each bidder shall notify the Bank of any error, omission, or discrepancy, if any, found in this Tender Document.

1.4 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, installation, testing commissioning (SITC) and annual maintenance contract (AMC) of water based fixed firefighting system including maintenance of existing firefighting system for its Branches/ Offices/ Cells located at located at the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh. Tender ID: LHOGUW/P&E/2026-27/04
2. Availability of Application forms	The application cum tender documents can be downloaded from the Bank's web-site "www.sbi.co.in " under procurement news and the SBI e-tender portal website : https://www.tenderwizard.com/SBIETENDER from 04.07.2026 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:



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	https://www.tenderwizard.com/SBIETENDER Upto 17:00 hrs on 31.07.2026
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. 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.

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SECTION-2

DEFINITION OF TERMS & TERMINOLOGIES

- i. **“Act of Insolvency”** shall mean any Act of Insolvency as defined by the Presidency Towns Insolvency Act, or the Provincial Insolvency Act amending such original.
- ii. **AMC-** means Annual Maintenance Contract of the said system.
- iii. **Applicant / bidder** : Shall mean Firms/Companies/Proprietors/Authorized Dealers/ Authorized Vendors/ Manufactures willing to submit Expression of Interest (EOI).
- iv. **‘SBI /Bank/Purchaser’** shall mean State Bank of India having its local Head Office in Guwahati.
- v. **‘Bidder’** shall mean party who quotes against this enquiry.
- vi. **“Contract Documents”** shall include the notice inviting tenders, the articles of agreements, the General Conditions of Contract the Appendices, The Schedule of quantities, Specifications for Materials, Worksheet and mode of measurements, and drawings pertaining to the work. All sections of this Contract Document are to be read together including all modifications in the Contract mutually agreed upon in writing & signed by Contractor and the Client. The letters, correspondence, etc. exchanged between Contractor and Consultant and Client with written consent of client shall also form part of the Contract.
- vii. **‘Contractor’** shall mean the successful ‘BIDDER’ whose bid has been accepted by the Bank and on whom Purchase/Work Order will be placed.
- viii. **‘Contract/Work Order’** shall mean the order specifying works and associated specifications to be executed by "Bank and Contractor."
- ix. **‘Contract Period’** shall mean the period during which “Bank” and “Contractor” shall execute the entire contract as agreed.
- x. **“Contract Price”** shall mean the total amount referred to in Article /Price Schedule, subject, however, to any valid adjustments made through the application of relevant Contractual provisions herein
- xi. **“Drawings”** shall mean the drawings referred to in the specifications and any modifications of such drawings approved in writing by the Engineer and the Consultants and such other drawings as may from time to time be furnished or approved in writing by the SBI Fire Officer and the Consultants. And if any changes in the drawing/ specification prior approval is required from the engineer in-charge / Fire officer (SBI LHO)
- xii. **“Effective Date of the Contract”** shall mean the date that the Contract comes into force in accordance with Article
- xiii. **“Employer/Client”** shall mean State Bank of India shall include its legal representatives, assignees & Successors
- xiv. **Employer’s Representative** i.e. “Fire Officer/Fire Engineer” shall mean any Project Management Consultant (PMC) / Chief Engineer appointed by the Employer to perform the duties henceforth as per clause. Engineer In-Charge of Works will issue the Completion /Payment Certificates in consultation with the Consultants and the Client. The Engineer In-Charge will also issue Clarifications requested by Contractors on working drawings, as also instructions and decisions directly at site after consulting the Consultant or the Client as the case may be at site,
- xv. **Exit Plan** - A plan for the emergency evacuation of the premises.
- xvi. **‘Fire Engineer’** shall mean Fire Engineer / Fire Officer appointed by Bank for the project.
- xvii. **“Final Acceptance”** shall mean the acceptance by the Purchaser / Client / Employer of the Works in accordance with conditions of Contract & the issue of a final acceptance certificate.
- xviii. **Floor** - Area contained on each storey of the building.
- xix. **Fire Engineer's Instructions’** shall mean instruction oral or written, drawings, direction, explanations issued by Consultant / Fire Engineer / Architects on behalf of the Bank from time

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to time during period of contract. (All 'oral' instructions shall be authenticated by written instructions immediately.)

- xx. **'Guarantee Period' / "Defect Liability Period"** shall mean period during which the plant / equipment and installations shall bear on it.
- xxi. **Maintenance** - Repair service, including periodic inspections and tests, required to keep the fire hydrant system and its components/parts in an operative condition at all times, and the replacement of the components/parts when they become undependable or inoperable for any reason.
- xxii. **'Month'** shall mean Calendar month
- xxiii. **"Notice in Writing"** or written notice shall mean a notice in writing, typed or printed characters, sent (unless delivered personally or otherwise) proved to have been received by registered post to the last known private or business address or registered office of the address and shall be deemed to have been received when in the ordinary course of post it would have been delivered.
- xxiv. **'Guwahati Circle'** shall means branches/offices/premises of State Bank of India in the State of Assam, Nagaland, Mizoram, Tripura, Manipur, Meghalaya & Arunachal Pradesh.
- xxv. **'PROJECT'** shall mean the project specified in tender.
- xxvi. **'SITE'** shall mean the actual place of work as detailed in specification / tender.
- xxvii. **SITC**- means Selection-Installation-Testing-Commissioning of the said system.
- xxviii. **'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
- xxix. **'UR'** means quote unit rate.
- xxx. **"Virtual Completion"** shall mean that the works are in the opinion of the Consultants, and Client complete or fit for occupation.
- xxxi. Words importing persons include firms and Corporations, words importing the singular only also include the plural and vice versa where the context requires
- xxxii. **"Works"** shall mean the works to be executed & recorded in accordance with the Contract and shall include all extra or additional altered or substituted works as required and recorded for the performance of the Contract.



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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 compliant 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.

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 empanelled 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 empanelled firms / vendors/firms to participate in various works. The Bank may prepare a select list out of the empanelled 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



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the empanelment of the applicants is liable to be cancelled at the sole discretion of the Bank.

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 -G**.

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, Installation, Testing Commissioning (SITC) and Annual Maintenance Contract (AMC) of water based fixed firefighting system such as **Fire Hydrant, Wet Riser, Hose Reel, Down Comer, Fire Pumps (Electric, Diesel, Jockey), Sprinkler Systems, Down Comer System etc.** including maintenance of existing firefighting system 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 as and when required in accordance with technical specification. The system to be installed should conform to relevant BIS code viz. Sprinkler System should be as per IS: 15105, Fire hydrant & wet riser system should conform to IS: 3844, Installation of hose reel should conform to IS: 884 etc. and also relevant BIS, NBC-2016 & NFPA's.

The proposed empanelment exercise is meant for enlisting qualified and competent vendors for following:

a) Acceptance for executing Annual Maintenance Contract (AMC) in respect of existing Water Based Fixed Firefighting System such as Fire Hydrant, Wet Riser, Hose Reel, Down Comer, Fire Pumps (Electric, Diesel, Jockey), Sprinkler Systems etc. already installed in Branches would be a mandatory condition.

b) To undertake new Supply, Installation, Testing and Commissioning, where warranted, as per specifications laid down herein after by the Bank for future requirements.

4.2 Contract Period: Empanelment of applicants for the purpose will be **for a period of three years**; 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 carryout fresh empanelment after completion of 3 years, or the contract may be further extended as deemed necessary by the Bank on the existing rate, terms and conditions. The bank reserves the right review the rate rates as per the market trend.

4.3 The work under this section shall consist of furnishing all labour, material, equipment, and appliances necessary and required to completely install Water Based Fixed Firefighting System i.e., Fire Hydrant System as required by the drawings and specified here in after or given in the schedule of quantities.

- (i) Supply, installation, testing, commissioning, handing over to Owner the complete firefighting system as per specification, BIS and as per latest edition of National building code.
- (ii) Transportation to site, unloading and intermediate storage at site, complete work of erection including final grouting, testing and commissioning and putting into operation of entire fire protection system.
- (iii) Supply, installation, testing & commissioning of fire hydrant cum sprinkler pump, jockey pump, electric control panels etc. as per schedule of work & specification.
- (iv) Supply, installation, testing & commissioning of complete set of piping, valves, fittings,

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specialties, instruments elect. Panel, cabling etc as required for the Complete Fire Fighting System.

- (v) All bolts, foundation bolts, nuts, gaskets, packing, pipe hangers, support / thrust block etc. as needed for complete erection & commissioning of system shall be included in the piping. The cost of the same shall be considered in the piping rate. No extra / separate payment will be made for this.
- (vi) Supply of all consumable materials required to complete erection of the system.
- (vii) Supply, installation, testing, commissioning of complete cabling for motors, from control panel including earthing cable etc.
- (viii) Supply, installation, testing and commissioning of complete cabling of the flow Switches from flow switch to their control panel.
- (ix) Supply, installation, testing and commissioning of the cabling of the manual call Point and hooter.
- (x) Supply and application of primer and final painting as per specifications.
- (xi) Supply, laying and testing of cables from motor to panel including earthing of motor & panel.
- (xii) Supply of various drawings, data, test reports, test certificates, operation and Maintenance manual as necessary.
- (xiii) First fill of all fuel -25 liter (approx) and lubricants (as required) at no extra cost.
- (xiv) All spare parts and tools and tackles as per specification.
- (xv) All final dressing of foundations, grouting of equipment and patch work during and after Erection.
- (xvi) Excavation for lying of underground piping, back filling, dressing, compacting, Watering, Carrying away of surplus earth as per the requirement.
- (xvii) Carrying out 25% radiography of weld joints of piping, hydro testing of piping loop.
- (xviii) Getting approved from Local authority approval (Fire NOC) on complete firefighting system.
- (xix) The cost incurred for covering complete scope of work specified above shall be included in various items of schedule of works. No extra payment shall be given for covering anything of the above scope of works.

(xx) **DRAWINGS, ESTIMATE AND APPROVAL:**

- a) Before starting the work, the contractor shall submit to the Fire Officer for his approval in the prescribed manner, the shop/execution drawings for the entire Installation.
- b) The BANK reserves the right to alter or modify these drawings if they are found to be insufficient or not complying with the established technical standards or if they do not offer the most satisfactory performance or accessibility for maintenance. Contractor shall supply in six (6) sets of all approved shop drawings for execution. Shop drawings shall be submitted under the following conditions: -
 - Large scale drawings showing fixing detail of fixtures, equipment and showing co-ordination with other services.
 - Showing any change in layout in the Fire Fighting drawings.
 - Equipment layout, piping and wiring diagram.
 - Manufacturer's or Contractor's fabrication drawings for any materials or equipment supplied by him.
 - The contractor shall submit four copies of catalogues, manufacturer's drawings,

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equipment characteristics data or performance chart as required by the Engineer-in-Charge.

- c) The estimated cost for the concern branch as per the approved rates and sketch diagram will be submitted by vendor to the concern RBO through Branch Head. RBO will forward the estimate & sketch diagram for scrutiny by Bank Fire Officer, LHO/AO. After scrutiny of estimate & sketch diagram, RBO will take the necessary financial sanction from the competent authority and issue the work order to vendor. The vendor will have to deposit 5% security money of work order value to the concern RBO before execution of the work. The security will be released after completion of defect liability, period i.e. one year from the invoice date. On completion of the work Banks Fire Officer will inspect the site to check the functionality of the system as well as impart the training among Bank's staff, Police Guard and Bank's Guard to use the system in case of any Fire Emergency. Payment will be released by the concern RBO/Branch after satisfactory performance of the system. Prior NOC must be obtained from the landlord (in case of leased premises) for the installation of the said system which are occupied in the leased premises. In any case; land lord denying for the installation of the same, matter may be escalated to the controller.
- d) Concern Banks Civil Engineer opinion must be obtained by the Branch for assessing the load of the terrace to keep the required 5000 liters or 10,000 liters or 20000 liters water tank (Plastic/ PVC) at the roof, and if not possible separate RCC/MS structure must be erected for keeping the water tanks with permission from the landlord in case of rented building.

(xxi) **INSTRUCTION/MAINTENANCE MANUAL:**

The Contractor shall prepare and produce instruction, operation and maintenance manuals in English for the use, operation and the maintenance of the supplied equipment and installations and submit to the Bank in (2) copies at the time of handing over. The manual shall generally consist of the following:

- a) Description of the project.
- b) Operating instructions.
- c) Maintenance instructions including procedures for preventive maintenance.
- d) Manufacturers catalog.
- e) Spare parts list.
- f) Trouble shooting charts.
- g) Drawings.
- h) Type and routine test certificates of major items.
- i) One (1) set of reproducible 'as built' fire fighting system drawings.

(xxii) **COMPLETION CERTIFICATE:** On completion of the Fire Fighting installation a certificate shall be furnished by the contractor countersigned by the licensed supervisor, under whose direct supervision the installation was carried out. This certificate shall be in the prescribed form as required by the local supply authority. **The contractor shall be responsible for getting the Fire Fighting installation inspected and approved by the local concerned authorities and for obtaining the necessary clearance certificates /NOCs (pre & post)**



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from the authorities.

(xxiii) **GUARANTEE:** At the close of the work and before issuance of final certificate of completion by the Bank Fire Officer/Consultants, the contractor shall furnish written guarantee indemnifying the owner against defective materials and workmanship for a period of **One Year**. The contractor shall hold himself fully responsible for reinstallation or replacement, free of cost to owner, the following:

- a) Any defective work or material supplied by the Contractor.
- b) Any material or equipment supplied by the owner which is damaged or destroyed as a result of defective workmanship by the contractor.
- c) Any material or equipment damaged or destroyed as a result of defective Workmanship by the contractor.

(xxiv) **MAINTENANCE DURING WARRANTY PERIOD:**

- a) **During the currency of the warranty and annual maintenance contract, any number of fault complaints shall have to be attended-to, free of charge. It is to be noted well that any such complaint has to be attended within the timeframe laid down i.e. within 24 hrs. Failure on this score may invite penal action.**
- b) The initial maintenance during the warranty period of the system as well as the battery (which is covered by its separate warranty) will be free of charge and shall include free replacement of any / all failed components / spares, **with regular quarterly visits to carry out maintenance of the system, as per the enclosed schedule** and scope of work under AMC.

(xxv) **REQUIREMENTS FOR ANNUAL MAINTENANCE CONTRACT OF FIXED FIRE FIGHTING ARRANGEMENTS LIKE FIRE HYDRANT / WET RISER / DOWN COMER / HOSE REEL SYSTEM OF BUILDINGS UNDER SBI GUWAHATI CIRCLE.**

Annual Maintenance Contract of fixed firefighting arrangements like fire hydrant / wet riser/down comer / sprinkler system/ hose reel system at the various buildings under SBI Guwahati circle. This would include repair and maintenance of the Diesel / Electric / Jockey Pumps and complete fixed firefighting arrangements like fire hydrant / wet riser /down comer / hose reel system at site to ensure 24x7 operation of the system.

**1. Details of the Parts of the Fixed Fire Fighting/Water Suppression system installed:
(quantity and specifications may be edit as per requirements)**

S.NO.	ITEMS PARTICULARS	QUANTITY INSTALLED
1.		
2.		
3.		
4.		
5.		
6.		
7.		

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2. SCOPE OF WORK:

- a) Scope of work in Annual Maintenance Contract shall include checking, cleaning, repairing, maintenance and painting of complete water suppression system at the site to ensure 24x7 operation of the system. The system shall be maintained on "AS IS WHERE IS" basis. Any modification/shifting/extension of the system shall be carried out on chargeable.
- b) During the currency of the contract, the firm will attend to any number of break-down calls without any additional charges and any break down will be repaired **within 48 hrs.** For this purpose, communication by any means e.g. **Letter, Email, SMS, Instant Messages, Mobile Phone Calls etc** which are independently logged will be considered sufficient and the vendor shall have no right to insist on any particular form of communication. For all Electronic Forms of communications, the time of sending shall also be considered as time of receipt by the vendor unless the vendor is able to prove delayed receipt of such communication.
- c) Any part required to be replaced shall be genuine and from Original Equipment Manufacturer (OEM). The details scope of works is given below.

3. FIRE PUMP TESTING (ON MONTHLY BASIS)

- a) Test (s) shall be conducted to determine the delivery head flow KWH and BHP of the pumps. All leaks, pressure dropping and defects in the joints, tees, elbows, valves etc revealed during the test shall be rectified. The pumps shall also be tested for its desired performance and function by opening hydrants valves on each floor/yard separately and floor landing. The starting and cutting out pressure setting of starting device shall also be checked for its correct operation.
- b) Maintain all pumps joints, piping valves, accessories, pipe connections, electrical wiring motor (s) and motor control panels. The following test results shall be recorded in a separate logbook and countersigned by us.
 - i) Spare parts provided by the company (as and when required) should be of BIS specifications, ISI marked and of superior quality standards.
 - ii) Polishing of all brass parts.
 - iii) At the time of opening any valve in the system (in case of leakage or pressure drop also) the electric pump should start automatically/manually for which the MCC and pressure vessels to be checked and maintained.
 - iv) Empty the whole system once in every three months.
 - v) Check all hydrant valves. Also, check that all suction and delivery connections are properly functional.
 - vi) Test run and check rotation of each motor and correct the same if required.
 - vii) Fire Brigade inlet connection to be checked.
 - viii) Greasing of pump bearings, changing of packing ropes, and adjust the glands.
 - ix) All gauges to be tested and readings to be recorded.
 - x) Once **in three months** hose pipe drill to be carried out. The hose pipes 63mm dia (RRL/Non-percolating) to be tested. Check each landing valve male female couplings and branch pipes for compatibility with each other.

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4. FIRE HYDRANTS SYSTEM (ON QUARTERLY BASIS):-

- a) **Hydrants valve:** Brass polishing regular replacement of the packing rope of spindle rubber washer gasket etc. greasing and leakage asserting.
- b) **Hose Reel:** - hose reel nozzle and stop valve cleaning polishing, leakage arresting of nozzles free motion of handle. Application of chalk powder to the rubber hose reel winding and rewinding of the hose reel (changing faces)
- c) **Butterfly Valve/Sluice Valve:** -Regular cleaning of deposits/scales on the wedges flaps gates changing of packing rope changing of the gasket changing of rusted nuts and bolts greasing and leakage arresting.
- d) **Non-return valve:** Regular cleaning of deposits/scales on the wedges. Inside flaps etc. changing of rubber gaskets and leakage arresting.
- e) **Air Release valve:** -Cleaning greasing of spring adjustment of spring tension etc.
- f) **Pressure switches:** -Testing of pressure switches.
- g) **Control panel:** -Testing of control panel for pumps for all functions and the readings to be recorded in the logbook.
- h) Open hydrant valve and allow the water to flow into the firewater tank in order to avoid wastage of water the main fire pump should start at the pre-set pressure.
- i) The entire hydrant opening should be pressure tested and same should be logged in logbook.

5. TESTING OF ELECTRICAL PANELS & STARTER (ON QUARTERLY BASIS):-

- a) Operation of all instruments and meters provided on the electrical panel board.
- b) Tightening of all electrical contacts on quarterly basis.

6. PIPE WORK (ON QUARTERLY BASIS):-

- a) Check the entire clamp supports provided for the pipes.
- b) Check rusting of pipes from within / outside at joints.
- c) Painting of Water pipes (double coat) **once in a year (prefer in second quarter) with Indian standard fire red colour.**

7. ISSUANCE OR RENEWAL OF NO OBJECTION CERTIFICATE

Fresh issuance or renewal of Fire NOC from Fire Brigade will be got done by the vendor. (License fee will be paid by the Bank).

8. VALIDITY OF EMPANELMENT

- a) 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.
- b) SBI shall have sole discretion to terminate the contract agreement at any time during the



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contract period, if considered necessary, for any reason, whatsoever.

9. MODE OF PAYMENT:

i. IN CASE OF NEW SUPPLY OF WATER BASED SUPPRESSION SYSTEM:

In case of supply of Water Based Suppression System at Branches/offices, the vendor will submit an estimate to the Branch/Office and on confirmation will supply & install the system and submit the Bill. For all new supply/Installation of Water Based Fire Suppression system, the estimate/drawing/bill will be vetted by the Fire Officer, LHO/Administrative Office and the payment will be done at the Branch/RBO/AO level.

ii. IN CASE OF MAINTENANCE OF EXISTING WATER BASED SUPPRESSION:

On completion of maintenance of Water Based Suppression System, the vendor will submit the bills along with the work completion / installation certificate duly signed and stamped by the user branch manager; to the respective Regional Business Offices (RBOs) on quarterly basis. The respective desk officer looking after the vendor payment shall verify and confirm with the concerned branches regarding maintenance of Water Based Suppression System and also send the bills to the Fire Officer posted in LHO/Administrative Office to verify the rates of the maintenance/installation availed by the branches to verify the rates of the maintenance/installation availed by the branches, before processing the payment of bills.

After scrutiny of the underlying bills as mentioned above; the desk officer should process and pay the bills centrally by the respective Regional Business Office.

The payment option to the vendor should be through Cheque / NEFT / RTGS payable to the firm name only. 100% payment shall be made, after deducting TDS if applicable as per the invoices raised to the regions/offices.

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

10. Performance Guarantee Deposit & Penalty:

- a) In case, the firm fails to rectify the fault within 48hrs, the Bank shall impose a penalty of Rs.200/ per day till the rectification maximum up to 05% of the total proportionate amount of quarterly AMC Charge.
- b) For this purpose, a register shall be maintained in the department, which shall record the details of preventive maintenance, details of faults, time of reporting the fault and its rectification etc.
- c) 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 forfeit as per discretion of the Bank
- d) If bank suffers any penalty which is being imposed by auditors 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 **100% of penalty imposed on the banks**. Security Deposit may also be forfeited as per discretion of the Bank
- e) 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 forfeit as per discretion of the Bank.

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11. Firm shall, under no circumstances, be allowed any enhancement of rates for 12 months from the date of signing of the contract. The rates accepted are inclusive of labor, transportation, and exclusive of all taxes as applicable and no extra or additional charges other than the ones quoted in the respective tenders shall be allowed. It is also made clear that firm completely indemnify the bank against such dues and/or any claims made by any stator authority subsequently, and to settle all such claims shall remain firm's responsibility.
12. The vendor shall attend to any other unforeseen, reasonable requirement of the Bank within the overall framework of the contract, which may arise during the course of operations/currency of Contract.
13. Any work which is not in the scope of this if deemed necessary the Bank may be arranged by at its own cost. Any difficulty faced by the contractor in execution of this contract shall be brought to the notice of Fire Officer at LHO/AO without any delay.
14. In case of any dispute the procedure (under Arbitration & Conciliation Act) as laid down in our various earlier documents shall be taken recourse to. The courts at Guwahati shall alone have jurisdiction in this regard.
15. **Notwithstanding any condition stipulated above, the Bank shall have the right to instantly revoke / cancel the said contract, partially or fully, on the grounds of proven deficiencies, inability or unwillingness failure in fulfilling the contractual obligations, as the Bank reserves the right to terminate/cancel the contract and its sole discretion with liability to pay only for the equipments supplied and installed at its entities.**
16. The Vendor shall issue Photo-Identify Cards to all its employees who would be deployed for the maintenance or any other work for the Fire Safety system and produced by the individual employee on demand by Bank to gain access to the site. The Photo-Identify Cards shall be signed by the employee concerned, the authorized signatory of Vendor and countersigned by the designated official of the P&E Department. Photocopy of such Photo-Identify Cards to be provided to the SBI, Local Head Office Guwahati.
17. The Vendor shall make his own arrangement for the engagement of all labour and shall be responsible for regulating their service and work conditions in conformity with all Acts, Regulations, Rules or Order of Competent Authority under relevant laws in force during the Warranty period. Vendor shall indemnify the Bank from all claims relating to Workers/Staff/Sub-Contractor's Salaries, Wages, Overtime, Leave, Provident Fund, ESI, Medical Facilities, Gratuity, Bonds or any other claim as applicable and stipulated in any Statutory provisions, rules or order of Competent Authority.
18. Logbook shall be maintained and the same to be put up to the Fire Officer/Designated Officer for signatures.
19. The firm or its employees undertaking the work 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 and the employer shall also execute letters of fidelity and secrecy in such form as may be prescribed by the bank and the firm hereby guarantees the fidelity and secrecy on behalf of its employees.

I/We have carefully read and accept all the above-mentioned scope/terms and conditions stipulated by the Bank. This agreement duly signed with official seal of the authorized signatory on all the pages, as a token of your having accepted the contract at terms and conditions enumerated above, without any reservations.

(Name of Authorized Signatory)

(Seal of the firm/agency/company)

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4.8 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 Alarm System 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.

4.9 AWARD CRITERIA:

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 at different locations as per the schedule. 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, 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.	NW-II	AO Shillong	i. <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. ii. <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
iv.		AO Jorhat	i. <u>Branches / Offices are under the state of Assam covering Districts:</u> Charaideo, Golaghat, Jorhat, Majuli and Sibsagar. ii. <u>Branches / Offices are under the state of Nagaland</u>



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			<u>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> Aizwal, Champhai, Hnahthial, Khawzawl, Kolasib, Langtlai, Lunglei, Mamit, Saiha, Saktual & Serchip.

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



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- Allotment of work and the area of operation to the finally empanelled vendors/firms would be at the sole discretion of the Bank.
- 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.
- 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.
- 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.
- The Bank reserves the right at the time of award of contract to increase or decrease the numbers of branches or numbers of fire suppression 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. 20 lakh and above during last 03 Financial Years ending 31 March 2026. The applicants should be in the same field of business of supply, installation and maintenance of Water Based Fixed Firefighting System such as Hydrant, Wet Riser, Hose Reel, Down Comer, Fire Pumps (Electric & Diesel), Sprinkler Systems etc. 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.	Working Experience of the applicants	The applicants should be in the business of supply, installation and maintenance of Water Based Fixed Firefighting System such as Hydrant, Wet Riser, Hose Reel, Down Comer, Fire Pumps (Electric & Diesel), Sprinkler Systems etc. during last seven (7) years as on 30/06/2026 , and should be presently engaged in the same business.	Documentary proof should be provided in support of experience like order copy/contract copy and installation certificate/satisfaction completion certificate from client.
3.	Working Experience in commercial buildings / residential complex / airport / shopping mall etc.	The Agency / Company / Firm should have minimum 3 nos. of SITC/AMC experience of Water Based Fixed Firefighting System in the commercial buildings / residential complex / airport / shopping mall etc. during last seven (7) years as on 30/06/2026 of which minimum 01 Public Sector Bank during last seven (7) years as on 30/06/2026	Copy of work order and Satisfactory performance certificate by the organization to the firm to be enclosed.

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4.	Value of Works/AMC attended to as described.	The Agency / Company / Firm should have Executed / Completed SITC/AMC of Water Based Fixed Firefighting System work of:- One similar completed work costing not less than amount 64 lacs OR Two similar completed works costing not less than amount 40 lacs OR Three similar completed works costing not less than amount 32 lacs during Last 07 Years till 30/06/2026	
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.
7.	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.



**STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE
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8.	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
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NOTE: The short listing of vendors will be done after scrutinizing and verification of the documents, work carried out / product demonstration & Site Visits.

Supporting documents to be uploaded by applicant in relevant order as Annexure A.



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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 where cut off is **40 out of 90 mark (Annexure-L1)** and where cut off requirements in committee evaluation as per **Annexure-L2 is 20/25 mark (Annexure-L2)** 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 as Annexure- L 1 & L 2]**. Also, it may kindly be noted that there are some mandatory requirements in the scoring sheet which must be complied, failing which the application would not be considered although minimum qualifying marks are scored in total i.e. in **L1 & L2 (60 out of 115)**.

6.2 All the shortlisted applicants as qualified in above para, will be eligible for empanelment and empaneled vendor of this category will be invited for sealed tender/price bid by the Bank for the particular project/work as per prevailing guidelines of the Bank from time to time, as per Bank specifications and BOQ, and L-1 (Lowest one) will be eligible to carry out that particular works/project.

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.

6.4 This exercise is only for the empanelment of the suitable firms for the captioned work. Empaneling with Bank does not mean the guarantee for the allotment of work/contract.

6.5 Allotment of work and the area of operation to 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.

6.6 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

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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 and will hold itself responsible for any misdemeanors.

7.6 Products Certifications: The components of the **water based fixed firefighting system / Fire Hydrant System** proposed to be installed by the applicant should be as per Bank specifications as mentioned in **SECTION-8 [Technical Specification & GENERAL REQUIREMENT]** and should bear ISI 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.

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- vi. **Warranty Period:** For new supply & installation of **Fire Hydrant System**, 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 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.

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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.

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

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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.

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 whatsoever concerning, relating to the bank and its affairs to which the employees have the access.

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SECTION-8

TECHNICAL SPECIFICATION AND GENERAL REQUIREMENTS

"FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING (SITC) OF THE WATER BASED FIXED FIRE FIGHTING ARRANGEMENTS LIKE FIRE HYDRANT, WET RISER, HOSE REEL, DOWN COMER, FIRE PUMPS (ELECTRIC, DIESEL, JOCKET), SPRINKLER SYSTEMS, DOWN COMER SYSTEM AND THEIR ANNUAL MAINTENANCE CONTRACT (AMC)":

8.1 Design Confirmation: Generally, works to be carried out as per BIS standard and applicable and National Building Code of India (NBC), some of the IS codes are listed below:-

- a) IS: 884-1995: Specification for first Aid Hose Reel for Fire Fighting.
- b) IS: 901-1988: Specification for couplings, double male and double female, instantaneous Pattern, for firefighting purposes (revised).
- c) IS: 902-1992: Specification for suction hose couplings for firefighting purposes (revised).
- d) IS: 903-1993: Specification for fire hose delivery couplings, branch. Pipe, nozzle and nozzle Spanner (revised).
- e) IS: 904-1983: Specification for two-way and three-way suction collecting heads for firefighting Purposes (revised).
- f) IS: 905-1980: Specification for delivery breaching, dividing and collecting, instantaneous Pattern, for firefighting purposes (revised).
- g) IS: 906-1992: Specification for branch with revolving head for firefighting purposes (revised).
- h) IS: 907-1984: Specification for suction strainers, cylindrical and hose types for firefighting Purposes (revised).
- i) IS: 908-1975: Specification for fire hydrant, stand post type (revised).
- j) IS: 909-1992: Specification for underground fire hydrant, sluice valve type 30 (revised).
- k) IS: 910-1980: Specification for combined key for hydrant, hydrant cover and valve.
- l) IS: 936-1966: Specification for underground fire hydrant, double-valve type (revised).
- m) IS: 937 -1981: Specification for washers for water fittings for firefighting purposes (revised).
- n) IS: 1641-1988: Code of practice for fire safety of buildings (general): General principles and fire grading.
- o) IS: 1642-1989: Code of practice for fire safety of buildings (general): Materials and details of Construction.
- p) IS: 1646-1982: Code of practice for fire safety of buildings (general): Electrical installation.
- q) IS: 2871-1983: Specification for branch pipe, universal, for firefighting purposes.
- r) IS: 3582-1991: Specification for basket strainers for firefighting purposes (cylindrical type).
- s) IS: 3844-1989: Code of practice for installation of internal fire hydrants in i multi-storey buildings.
- t) IS: 5290-1993: Specification for landing valves.
- u) IS: 1239 : Providing, fixing, testing and commissioning of Above Ground M.S. ERW Black C Class Heavy duty pipes (up to 150 mm dia.) and
- v) IS: 3589 : providing, fixing, testing and commissioning of Above Ground M.S. ERW Black C Class Heavy duty pipes (up to 200 mm dia. And above)

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8.2 LIST OF APPROVED MAKES FOR FIRE FIGHTING WORKS:-

All materials to be used in the work shall conform to relevant Indian Standard Specifications and wherever available ISI marked materials will be used. All material procured shall be subjected to relevant tests specified in B.I.S. at the frequency specified therein from any Government recognized laboratory

S. No.	MATERIAL	MAKES
1.	Hydrant pumps and jockey pumps	Kirloskar, Mather & platt, KSB or equivalent Only
2.	Electric motor	Kirloskar, KSB, Crompton, & ABB or equivalent Only
3.	Diesel Engine	Kirloskar (KOEL), Cummins, Ashok Leyland or equivalent Only
4.	Battery	Exide or equivalent Only
5.	M.S. Pipe	Jindal, Tata, or equivalent Only
6.	Sluice Valve	Kirloskar, Upadhaya, Kartar & Kalpana or equivalent Only
7.	CI Non Return Valve	Kirloskar, Upadhaya, Kartar & Kalpana or equivalent Only
8.	CI Butterfly valves	Audco, Kartaar, Upadhaya & Kalpna or equivalent Only
9.	Hydrant valve	Shah Bhogilal, GEI (Ghosh engg), New age, Safex or equivalent Only
10.	Y Type Strainer	Leader , Prime , Kartar, Hammer ,Kalpana, Worth or equivalent Only
11.	Basket type Strainer	Leader , Prime , Kartar, Hammer ,Kalpana, Worth or equivalent Only
12.	Pressure switch	Indfoss , Switcher, donfos or equivalent Only
13.	Pressure Gauge	H.Guru , Fiebig, Warree or equivalent Only
14.	Starter, Switches	L & T, Siemens or equivalent Only
15.	Pump Panel Components	L & T, Siemens, Schinder, and ABB or equivalent Only
16.	Flow switch	Honeywell , System Sensor, Potter or equivalent Only
17.	Annunciation Panel	AGNI, RAVEL, EAGLE or equivalent Only
18.	Cables	Incab, Gloster, CCI, Finolex, Polycab (ISI Marked) or equivalent Only
19.	Fire Hose	Shah Bhogilal , Newage , Jayshree, CRC, Priyanka, BRG or equivalent Only
20.	SS Branch Pipe & Nozzle	Shah Bhogilal, NewAge, GEI or equivalent Only
21.	Hose Reel Drum	AAAG, Newage, or equivalent Only

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22.	Rubber Hose	Dunlop , Deep Jyoti, Jyoti, & Padmini, or equivalent Only
23.	SS Ball Valve	Audco , Leader , Sant, & Zoloto or equivalent Only
24.	CS Ball Valve	Audco , Leader , Sant & Zoloto or equivalent Only
25.	Fire Brigade Inlet	AAAG (Shah Bhogilal), Newage, GEI (Ghosh engg), & New age or equivalent Only
26.	Hose Box	Fabricated as per standard
27.	Quartzite Bulb Type Sprinkler	HD, TYCO or equivalent (UL/BIS Only)
28.	Paint (as per IS: Fire Red)	Asian Pain, Nerolec, Burger or equivalent Only
29.	Anticorrosive Tap	Pipekot, IWL, Rustech or equivalent Only
30.	Pipe Fittings	As per Standard

Note: Equivalent Brand must be acceptable to the Bank.

8.3 SAFETY NORMS:

a) GENERAL RULES:

- i) These Safety Rules are incorporated in and form part of the contract document for all contractors engaged in executing works on site to reduce accident and to maintain high standard of safety at site.
- ii) These health and safety rules are in no way intended to relieve the contractors from any obligations or liability to the employer under the contract nor are they intended to relieve the contractors of any of his legal obligations for the avoidance of accidents.
- iii) In all matters arising in the performance of the contract, the contractors shall comply with various rules and regulations of various legal authorities that shall be applicable to the works.
- iv) The contractors shall not in the performance of the contract in any manner endanger the safety or unlawfully interfere with the convenience of the public. Cancellation, addition or revision of these safety rules will be carried out from time to time as deemed necessary.
- v) The contractor shall obtain a "WORK PERMIT "from Engineer before starting any work on site. The "Work Permit" is issued to prevent contractors working in unauthorized areas and will be valid for specific area for a limited period.
- vi) All employees shall wear helmet and shoes while working at site at all times. Contractor shall issue an identity card to all his employees working on site and the same shall be displayed by the employees at all times.
- vii) The contractor will supply / provide to all his persons required safety and personal protective Equipment (PPE) as required by legislation, Site regulations or the method of work. The contractor will borne all the expenses for providing the above equipment.
- viii) Persons below 18 years of age shall not be employed to work on site. Persons under the influence of alcohol shall not be allowed on site. The contractor must ensure that his workmen are following safe working practices /procedures.

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- ix) Do not take undue risk or chances while at work.
- x) For carrying out work involving height proper and stable pipe scaffolding should be used.
- xi) Ensure that all his employees and those of any sub- contractor have sufficient information, instruction, training and competence to enable them to carry out safely the work specified in the contract.
- xii) The contractor during the course of the contract should comply with various statutory rules and regulations of various enforcing authorities apart from safety.

b) GUARDS AND FENCING:

- i) All machinery and plant brought on site by the contractor shall be fully guarded to relevant standard and protected to ensure the safety of all people.
- ii) No machinery or equipment shall be operated if it is inadequately guarded.
- iii) Only authorized and experience person shall operate dangerous equipment or machinery.

c) WORK AT HEIGHT:

- i) Contractor shall obtain "Work Permit" for carrying out work involving height.
- ii) Only experience person shall be engaged to carry out work involving height.
- iii) Scaffolding erected shall be strong, stable and properly secured. Strong and sturdy working platform with handrails shall be provided for person to carry out the work at height in a safe manner.
- iv) As per site condition use of safety net shall be made to arrest any fall of person or materials from height.
- v) The workers working at height shall wear safety belt with its life line fastened to a firm support.
- vi) Make use of rope for taking up or lowering of materials or tools while working at height.
- vii) The area of work and its surrounding shall be made free from other activities or cordon off the area.
- viii) Do not keep or store any materials or tools on the scaffolding after the days work.

d) WELDING ACTIVITY:

- i) The welding machine and its accessories should be in good working condition.
- ii) The welding cable and power cable should be of good quality with proper electrical fitting. Earthing cable should be of good quality and sufficiently long to enable earthing of the job.
- iii) Proper earthing shall be provided to the welding machine and the job.
- iv) The work area and its surrounding shall be made free from any flammable or combustible materials.
- v) The welder shall use helmet, leather hand gloves, shoes, welding screen, welding goggles and safety belt when working at height.
- vi) The area of work and its surrounding shall be cordon off or free from any other activities.

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- vii) Fire extinguishing medium like fire extinguishers, water or sand must be available at the working place.
- viii) The electrode buds should be collected at one place and disposed off.
- ix) After completion of the job switch off the power of the welding machine and inspect the area to ascertain the area is safe. The welding cable and the earthing cable should be removed, rolled and should be kept in proper place along with welding machine.

e) GAS CUTTING ACTIVITY:

- i) The gas cylinder shall be carried in a trolley.
- ii) The rubber hose fitted to the gas cylinder shall of good quality and sufficiently long.
- iii) The gas cylinder shall be fitted with gas regulator and pressure gauges which must be in good working condition. Non return valve shall be provided on the gas cylinder to prevent back fire.
- iv) All the joints on gas cylinder, gas cylinder valves, gas holder connection, gas rubber hose joints etc shall be free from any type of leakage.
- v) The operator shall wear helmet, hand gloves, safety goggles, shoes etc while carrying out the activity. While working at height safety belt shall be used. The operator shall use gas lighter to light the gas.
- vi) The workplace and its surrounding areas shall be free from any flammable or combustible materials.
- vii) The gas cylinder shall be kept away from any hot object.
- viii) The gas hose shall be kept away to prevent any contact with the hot falling material.
- ix) The area below and its surrounding shall be free from any other activity or cordon off.
- x) Fire extinguishing medium like fire extinguishers, water or sand shall be available at the workplace.
- xi) After completion of the job close the valve of the gas cylinder and discharge the gas from the gas hose. Keep the gas cylinder and gas pipe in a proper place.

f) LIFTING / ERECTION OF HEAVY EQUIPMENT:

- i) Proper capacity lifting gears shall be used to for lifting the equipment.
- ii) Only trained operator shall operate the lifting machine and shall take signal from authorized signal man.
- iii) No equipment shall be kept suspended at a height on lifting machine without providing proper supports and fasteners.
- iv) The people on site shall be alerted while lifting activity is carried out or cordon off the Area.
- v) Lifting and lowering of load shall be carried out without any jerks.
- vi) While carrying the load from one place to another ensure that load does not swing.
- vii) The load to be lifted shall be properly tied to avoid any fall of load.
- viii) Proper access shall be provided to the people to reach the working the working place.

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- ix) No load shall be lifted beyond its safe working load.
- x) Lifting or erection activity shall be carried out under proper supervision.
- xi) Workers engaged in the work activity shall wear hand gloves, shoes to prevent any injury to hands and foot.

g) HANDLING OF REINFORCEMENT ROD:

- i) Reinforcement rod shall be stacked in proper place diameter wise and the area of reinforcement rod staking shall be barricaded. Proper walking place shall be provided in the reinforcement rod area.
- ii) The machinery used for cutting / bending rod shall be properly guarded.
- iii) Authorized and trained operator only shall operate the machine. The working area around the machines should be free from any obstruction.
- iv) Electrical connection to the machines shall be taken by using proper electrical fittings.
- v) Cut pieces shall be stored lengthwise in proper place.
- vi) A waste bin shall be provided to store scrap materials and it shall be disposed periodically.
- vii) While carrying long bars on site both ends of the bars should be tied with binding wire to avoid swinging movement.
- viii) Workers should wear helmet, shoes and hand gloves as required.
- ix) Reinforcement rod should not be used in fencing, barricading, for levels marking etc.

h) ELECTRICAL:

- i) Proper power distribution boards with sufficient sockets and switches and in sufficient numbers shall be provided at proper place for smooth and safe working.
- ii) All electrical power distribution shall be through MCB and ELCB.
- iii) All electrical installation shall be properly earthed and grounded.
- iv) Good quality cable shall be used and as far as possible avoid joints in the cable.
- v) Any joints in the cable shall be properly insulated.
- vi) Cables shall not run on floor. Cables shall be routed through sufficient height to avoid any obstruction.
- vii) Water shall not be allowed to accumulate near electrical installations.
- viii) Electrical cables shall not run or placed on metal body or pipe scaffolding.
- ix) Switch boxes or switch boards shall be properly fitted and should not lie on floor.
- x) Electrical connection shall be taken through proper electrical fittings.
- xi) Do not overload switch. Provide switches of required capacity.
- xii) All electrical work shall be carried out by the authorized electrician only.
- xiii) Provide adequate lighting at the workplace and in storage area. Also, the site should be properly illuminated by providing adequate lighting.

i) FIRE SAFETY:

- i) Before carrying out any hot jobs the contractor shall clear any flammable or

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combustibles materials in the surrounding areas of the work.

- ii) Oil spillage or drips shall be cleaned immediately.
- iii) Oil soaked cotton rags or waste shall be disposed off in a safe manner
- iv) Flammable materials shall be stored in an isolated place in a well-ventilated area.
- v) Smoking is prohibited in fire prone areas.
- vi) Proper earthing shall be provided to all electrical installation and grounded.
- vii) Gas cylinders shall be stored in a proper place.
- viii) Fire extinguishers of various types and in sufficient numbers shall be kept at appropriate place to deal with any fire. Also, water storage arrangement shall be made at site.

j) BARRICADING / FENCING:

- i) Excavated areas, pits drainage chambers, slab edges, opening in slabs and such other dangerous locations which poses fall of person should be suitably barricaded or fenced to prevent fall.
- ii) The contractor has to maintain these barricading till that area is made safe.
- iii) The contractor has to provide caution tape to alert persons of the danger.
- iv) Danger signboards / lights shall be displayed.

k) HOUSEKEEPING:

- i) The site shall be kept in a neat and clean condition at all times. Contractor shall deploy housekeeping workers on site to clean their area of work and to dispose off the waste /debris generated on day to day basis. If the contractor fails to do the housekeeping at site then a separate agency will be deployed at site to carry out the housekeeping job and the cost incurred will be proportionately deducted from the contractors R.A. bill.
- ii) Passageways, pathways, staircases etc shall be kept clear from any obstructions or objects which can serve as rollers, lubricants etc. for causing a fall, at all time.
- iii) Materials shall be stored and stacked in proper location and in proper manner.
- iv) Contractor shall provide a waste bin at site to collect the scrap materials.
- v) All scrap, waste or unwanted materials shall be collected from the site and dumped in the waste bin and the same shall be disposed off frequently from the site.
- vi) Access to fire extinguishers and electrical installations shall be free from any obstructions.
- vii) All precautions shall be taken to identify and preempt any and all situations that can cause accidents, with a particular attention to major or main causes like Gravity, Electricity, Compressed air etc. peculiar to the nature of work in progress including of other contractors in the vicinity.



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ANNEXURE - B

[To be submitted by Applicant on letter head]

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



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

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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 – 781006, Assam
E mail – agmpe.lhoguw@sbi.co.in

Dear Sir,

ACCEPTANCE FOR SUBMISSION OF APPLICATION FOR EMPANELMENT OF CONTRACTORS / FIRMS / COMPANIES FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING (SITC) AND ANNUAL MAINTENANCE CONTRACT (AMC) OF WATER BASED FIXED FIREFIGHTING SYSTEM 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.....dated..... for 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 initially submit **Bank Guarantee/Security Deposit of Rs.50,000/- (Rs. Fifty Thousand Only)** at the time of finalization of empanelment 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 Hydrant System for Supply, Installation, Testing Commissioning (SITC) and Annual Maintenance Contract (AMC) of water based fixed firefighting system such as **Fire Hydrant, Wet Riser, Hose Reel, Down Comer, Fire Pumps (Electric, Diesel, Jockey), Sprinkler Systems, Down Comer System etc.** including maintenance of existing firefighting system 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.



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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 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:



**STATE BANK OF INDIA, PREMISES & ESTATE DEPARTMENT, LOCAL HEAD OFFICE
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ANNEXURE – D

**APPLICATION FOR EXPRESSION OF INTEREST FOR EMPANELMENT FOR WATER BASED
FIXED FIREFIGHTING SYSTEM OF 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 Hydrant System		[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.	Work value of work completed in field of Fire Hydrant System		[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	Project Cost (in lakhs)	Remarks
	i.						
	ii.						



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	iii.						
	iv.						
	v.						
	vi.						
	...						
17.	No. of AMCs of Fire Hydrant System		[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 AMCs	Remarks
	i.						
	ii.						
	iii.						
	iv.						
	v.						
	vi.						
	...						
18.	OEMs certificate		Please enclose relevant certified copies				
	Name of OEMs		Details				



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19.	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			
20.	ISO Certificate	Please enclose relevant certified copies			
	Name of ISO certificate	Details			
21.	Number of Offices In India	[Enclose complete list]			
22.	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.	



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				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
23.	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		
24.	Dealing with SBI	Enclose order copies and installation certificates the satisfactory performance certificate has to be from the authority which originally empanelled the vendor.		
25.	Installations at Public Sector Banks / Entity	Please enclose order copies / contract copies and installation cum satisfactory performance certificate from Public Sector Bank.		
26.	Details of major works executed & completed during last 05 years.	Enclose copies of work order and its completion certificates		
27.	Details of major works on hand	Enclose copies of LOI /work order / agreement		
28.	Details of Key Personnel Permanently employed.	Please enclose relevant certified copies/list		
29.	List of Office Equipments owned by the firm (Enclose separate sheet, if required)			
30.	Declaration Regarding Near Relative Working in SBI.			
31.	Mention Any Litigation / Arbitration Case Pending Against the Firm	Attach a separate sheet if required.		
32.	Have You Been Blacklisted by Any Organization in The Past, If Yes, Furnish Details			



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33.	Whether the Applicant is Willing to Maintain / Repair the Existing Fire Suppression System And its Accessories	Yes / No
34.	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.

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 may take 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

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

REFERENCE SITE DETAILS WHERE COMPANY HAS BEEN CARRIED OUT THE SUPPLY, INSALLATION, TESTING & COMMISSIONING (SITC) OF THE FIXED FIRE FIGHTING SYSTEM ALONG WITH ORDER COPY/ CONTRACT COPY AND INSTALLATION CERTIFICATE / CERTIFICATE OF SUCCESSFUL WORK CUM SATISFACTORY PERFORMANCE FROM CLIENT

S. No.	Work order date & Work Completion Certificate (Month/Year)	Project Cost (in lakhs)	Name of the Company / Organization	Address of the Company/ Building	Name, Designation of Contact person with Telephone No. and e-mail id	Details of the installed Fire Fighting Equipment's i.e., Fire Hydrant System	Enclose copies of Work order date & Work Completion Certificate
1							
2							
3							
4							
5							
...							

Note:

Copy/contract copy and satisfactory performance cum installation cum completion certificate from the client.

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. Also, note that wrong/incomplete information in this regard may disqualify the applicants.

Authorized signatory

Seal of the Firm

Date:

Place:



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ANNEXURE - F

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

**REFERENCE SITE DETAILS WHERE COMPANY IS PRESENTLY DOING ANNUAL MAINTENANCE
CONTRACT WORK**

S. No.	Name of the Company	Address of the Company/ Building	Name, Designation of Contact person with Telephone No. and e-mail id	# Details of Fire Hydrant Systems in the Building
1.				
2.				
3.				
4.				
5.				
6.				

Note: copy of the work order/agreement must be enclosed.

Format for details of fire hydrant systems installed in the building for each.

S.NO.	ITEMS PARTICULARS	QUANTITY INSTALLED
1.		
2.		
3.		
4.		
5.		

Authorized Signatory
STAMP



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ANNEXURE - G

DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES

With reference to the Expression Of Interest (EOI) for empanelment of agencies / firms for sitc (Supply, Installation, Testing, Commissioning) & Annual Maintenance Contract (AMC) of Water Based Fixed Firefighting System (wet riser / down comer / sprinkler system etc.) as per banks requirement for various branches / offices / premises in the 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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DATED: 06.07.2026

ANNEXURE - H

(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:



TENDER ID: LHOGUW/P&E/2026-27/04

DATED: 06.07.2026

ANNEXURE - I

(On Bidder's Company letter head)

UNDERTAKING FOR
ACCEPTANCE OF TECHNICAL SPECIFICATION
AND AMC OF EXISTING WATER BASED FIRE SUPPRESSION SYSTEM / 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:



TENDER ID: LHOGUW/P&E/2026-27/04

DATED: 06.07.2026

ANNEXURE - J

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 supply/installation/testing/commissioning (SITC) / Annual Maintenance Contract (AMC) of **Water Based Fire Fighting system/Fire Hydrant System** 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 (branches/ offices/ premises)	No. of AMC (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:



TENDER ID: LHOGUW/P&E/2026-27/04

DATED: 06.07.2026
ANNEXURE – K1

NOT TO BE FILLED BY APPLICANTS

EVALUATION CUM SCORING SHEET FOR SITC & AMC OF WATER BASED FIREFIGHTING SYSTEM

[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 Turnover Last 3 Years		
	Above 45 lakhs	15	
	More than 30 lakhs & up to 45 lakhs	10	
	Minimum 20 lakhs & up to 30 lakhs	5	
2.	Working Experience of the applicants (As On 30/06/2026)		
	Above 10 years	20	
	More than 7 years & up to 10 years	15	
	Minimum 7 years	10	
3.	Working experience of the applicant in minimum 03 nos. of SITC/AMC of Water Based Fixed Firefighting System in the commercial buildings / residential complex / airport / shopping mall etc. during last seven (7) years as on 30/06/2026 of which minimum 01 Public Sector Bank during last seven (7) years as on 30/06/2026		
	More than total 06 nos. of SITC/AMC of which minimum 03 Public Sector Bank	20	
	More than total 04 nos. & up to 06 nos. of SITC/AMC of which minimum 02 Public Sector Bank	15	
	Minimum total 03 nos. of SITC/AMC of which minimum 01 Public Sector Bank	10	
4.	Value of works completed: The applicants (Firms/Companies/Sole Proprietors/Authorized Dealers/ Authorized Vendors) should have Executed / Completed SITC/AMC of Water Based Fixed Firefighting System work as below during Last 07 Years till 30/06/2026:-		

TENDER ID: LHOGUW/P&E/2026-27/04

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	One similar completed work costing not less than amount equal to 80 lacs OR Two similar completed works costing not less than amount equal to 50 lacs OR Three similar completed works costing not less than amount equal to 40 lacs	20	
	One similar completed work costing not less than amount equal to 72 lacs OR Two similar completed works costing not less than amount equal to 45 lacs OR Three similar completed works costing not less than amount equal to 36 lacs	15	
	One similar completed work costing not less than amount equal to 64 lacs OR Two similar completed works costing not less than amount equal to 40 lacs OR Three similar completed works costing not less than amount equal to 32 lacs	10	
5.	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	15	
	2 to 4	10	
	Minimum 01,	5	
	Total Maximum Marks	90	

Note:

- Minimum score in each category is mandatorily requirement AND Minimum Qualifying score is 40 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/2026-27/04

DATED: 06.07.2026

(NOT TO BE FILLED BY THE APPLICANTS)

ANNEXURE- K2

[BASED ON THE OTHER CRITERION]

COMMITTEE EVALUATION

EVALUATION PARAMETER	MAX MARKS	MARKS SCORED
a. MARKS SCORED:	10	
i. 60 MARKS OR MORE IN PRE-QUALIFICATION EVALUATION OF CUM SCORING SHEET (ANNEXURE – K1) ASSESSED BY THE COMMITTEE.		
ii. IF SCORED BETWEEN 40 – 59 MARKS IN PRE-QUALIFICATION EVALUATION OF CUM SCORING SHEET (ANNEXURE – K1) ASSESSED BY THE COMMITTEE	5	
c. SATISFACTORY PERFORMANCE CERTIFICATE SUBMITTED BY THE FIRMS / VENDORS ISSUED NOT MORE THREE MONTHS OLD FROM THE DATE OF PUBLISHING OF THE EOI, AS MENTIONED IN THIS EOI [PREFERENCE WILL BE GIVEN TO THE PERFORMANCE CERTIFICATES F ISSUED BY STATE BANK OF INDIA].	5	
d. HAVING BIS CERTIFICATION FOR THE OFFERED BRAND AND BACK-TO-BACK SUPPORT FOR AVAILABILITY OF SPARE PARTS FOR AT LEAST FIVE YEARS FROM THE OEM. [SUPPORTED DOCUMENT MUST BE FURNISHED]	5	
e. OVERALL ASSESSMENT BY THE COMMITTEE MEMBER (ASSESSMENT OF COMPANY WITH REGARD TO ITS REPUTATION, PERFORMANCE FEEDBACK, EXPERIENCE, INFRASTRUCTURE AND CONFIDENTIAL CERTIFICATE)	5	
MAX MARKS: 25, MIN MARKS: 20 MUST BE SCORED TO QUALIFY	25	