



PREMISES & ESTATE DEPARTMENT

3RD FLOOR, LOCAL HEAD OFFICE BHOPAL
HOSHANGABAD ROAD, BHOPAL-462011

**EMPANELMENT OF GREEN BUILDING/ IGBC/GRIHA CONSULTANT IN
THE STATE OF MADHYA PRADESH AND CHHATISGARH (BHOPAL
CIRCLE)**

TENDER ID: LHO/BHO/P&E/2026-27/21

**ONLINE APPLICATION FORM THROUGH [WWW.TENDERWIZARD/
SBIETENDER AGENCY](http://WWW.TENDERWIZARD/SBIETENDER AGENCY)**

**The Assistant General Manager (Premises & Estate),
State Bank of India,
Premises and Estate Department,
3rd Floor, Local Head Office
Hoshangabad Road, Bhopal-462011**

ANNEXURE-‘A’

NOTICE INVITING APPLICATION

State Bank of India, Premises & Estate Department, 3rd Floor, Local Head office, Hoshangabad Road, Bhopal-462011 invites online applications, through e-tender portal for empanelment of Green Building/ IGBC/GRIHA consultant in the state of Madhya Pradesh and Chhattisgarh (Bhopal Circle).

This NIT application contained total 11 pages and it is mandatory to seal and signed all these pages along with the various attachment as mentioned in application and upload on e-portal i.e TENDERWIZARD

APPLIED FOR EMPANELMENT OF VARIOUS TRADE UNDER DIFFERENT CATEGORIES ARE AS UNDER

S.No	Profile	Trade	Categories
1	GREEN BUILDING/ IGBC/GRIHA Consultant	Consultant	IGBC/ GRIHA

Willingness to Empanel for different categories must be applied as under:

APPLIED FOR CATEGORY:IGBC/ GRIHA:-The agency must be mentioned the category for which they have applied. Bank will consider only those category/categories, in which agency has mentioned above.

The eligibility criteria, terms and conditions, application format and other detail/requirement are as under:

1)	Empanelment application from available for download from the websites	On 1) https://www.sbi.co.in under “SBI in the News” link “Empanelment of vendors” 2) SBI E-tender Portal, www.tenderwizard.com/SBIETENDER
2)	Availability application foam download from the above website	From 12.08.2026 to 08.09.2026
3)	Last date and time for submission of online applications in e-tender portal	08.09.2026 Up to by 3.00 P.M, Note: 1. Applicant must fill the details in bidder’s response column of the application form on e-tender portal and must upload the self-attested scan copies of supporting documents. 2. Upload only relevant documents as mentioned in the annexures otherwise application shall not be considered.

4)	Portal for submission of applications	www.tenderwizard.com/SBIETENDER
5)	Date and time of opening of online applications	08.09.2026 At 3.30PM
6)	For any queries or support in connection with the online Submission of applications, please contact our E-procurement solutions agency.	Company Name: M/s Antares Systems Limited Registered Office: "Honganasu" # 137/3 Bangalore Mysore Road, Opp. To Metro Pillar #P-696 Kengeri, Bengaluru-560060, India For e-tender support for Bidders Kushal Bose: kushal.b@antaressystems.com, Mobile no:9674758719 Help Desk Numbers:9073677150/9073677151/9073677152/9674758723/9 674758726/9674758506
7)	SBI reserves the right to accept or reject any or all applications without assigning any reason thereof, even after opening and no claim or correspondence shall be entertained in this regard.	
8)	For Clarifications Please Contact. 0755-2575812, email: agmprem.lhobho@sbi.co.in	

9. The intending applicants are categorically advised to submit the empanelment documents only through online portal "**www.tenderwizard.com/SBIETENDER**" and **scanned copies (in PDF format only) to be attached wherever it is specified.** The information required should be filled/typed in every column and rows of the formats. The applications received with "partly filled formats" not containing desired information in each columns/ points/row of various annexures and where they have written "enclosed / yes / submitted / uploaded etc." instead of filling the numerical / required date shall be treated as INCOMPLETE and such applications shall be summarily rejected without any reference to the applicant and at the applicant's risk and responsibility.

10. The applicant should enter/ fill the detailed date in the given application form in online form. Do not mention enclosed / yes / no submitted, etc. The applicant should sign and stamp each page of the application & annexure thereby and upload in the www.tenderwizar.com/SBIETENDER.

11. Do not send any hard copies to the office mentioned above. Only online application shall be considered.

12. The applicants should have valid **PAN, GST & Digital Signature Certificate of Class-3.** The applicant/firm should not be blacklisted or included in negative list or terminated of their services in the past by any Scheduled Bank / PSU /Corporate body / Govt. Body. No partner / Proprietor of the applicant should have been a director / Partner / Proprietor in an entity that been blacklisted or included in negative list in the past by any scheduled Bank/PSU/Corporate body/ Govt. body. An undertaking / Certificate to this effect should be submitted in the application. If the Bank finds the undertaking / Certificate provided by the applicant to be false/forged at any time, including during

the term of the empanelment (If empaneled), the applicant will be immediately disqualified / terminated by the Bank.

- 13. If** any company/Firm Director/Partner having more than one company/ Joint Venture/ Sister Concern, bidder should apply for each category in the name of any one of Single Company/ Joint Venture/Sister Concern Only. If we found more than one application from the same/ common Promotor, Partner, Proprietor, Director, then the Bank reserve its right for summarily reject the other company applications.

Assistant General Manager(P&E)
SBI, LHO, Bhopal

Process Compliance Statement (Annexure II)

(The bidders are required to print this on their company's letter head and sign, stamp before emailing)

To,
M/s Antares Systems Limited
Honganasu, 137/3 Bangalore Mysore Road,
Opp to Metro Pillar# P-696, Kengeri,
Bengaluru-560060

SUB: EMPANELMENT OF GREEN BUILDING/ IGBC/GRIHA CONSULTANT IN THE STATE OF MADHYA PRADESH AND CHHATISGARH (BHOPAL CIRCLE)

Dear Sir,

This has reference to the Terms & Conditions for the e-Tendering mentioned in the Tender document.

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the e-tendering as mentioned in RFP of SBI as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBI and Antares Systems Limited shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-tendering platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the E-Tendering event.
- 5) **We also confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.**
- 6) We, hereby confirm that we will honor the Bids placed by us during the e-tendering process.

With regards,

Date:

Signature with company seal

Name:

Company / Organization:

Designation within Company / Organization:

Address of Company / Organization:

ANNEXURE-‘A’

NOTICE INVITING APPLICATION

FOR EMPANELMENT OF ELECTRICAL CONSULTANT

TRADE- GREEN BUILDING/ IGBC/GRIHA CONSULTANT

SBI, Premises & Estate Department, Local Head Office, Bhopal, invites online applications for empanelment of **GREEN BUILDING/ IGBC/GRIHA** consultant for bestowing green building certificate from IGBC/GRIHA at various places in Madhya Pradesh and Chhattisgarh in the State Bank of India's offices / branches situated in the state of Madhya Pradesh & Chhattisgarh. Full details and format for submission of application forms can be downloaded from our website: www.sbi.co.in under procurement news. **The Consultant who are already there in the panel of SBI should also submit application for the empanelment afresh, as the earlier empanelment will not be valid.** Duly completed applications in the prescribed format with required documents etc. should be submitted online on or before due date 08.09.2026

The eligibility criteria, terms and conditions, application format and other details /requirements are as under:

MINIMUM ELIGIBILITY CRITERIA FOR WORK VALUE

SR. No.	Trade	Category	Educational qualification	*Similar Work Executed/Completed During Last 7 Years ending on 30.04.2026	**Average Turnover of Last 3 Years (Minimum)	Experience of Firm/consultant/architect
	<u>GREEN BUILDING/ IGBC/GRIHA Consultant</u> (providing consultancy services for bestowing in getting IGBC/ GRIHA Certification (Green Building project) of building owned by PSU, Govt buildings(state or central), private building which are listed in stock exchange	GRIHA	GRIHA Certified Professional having Graduate degree	Work certificate of obtaining GRIHA Certification of atleast 3 projects of building owned by PSU, GOVT building (state or central) , private buildings which are listed in stock exchange	₹2.00 lakhs	Minimum 3 Years
		IGBC	IGBC Accredited Professional having Graduate degree	Work certificate of obtaining IGBC Certification of atleast 3 projects of building owned by PSU, GOVT building (state or central) , private buildings which are listed	Rs.2.00 lakhs	Minimum 3 Years

			in stock exchange		
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MINIMUM ELIGIBILITY CRITERIA FOR WORK PROFILE

1. Applicants should have experience in having successfully completed similar works of number as prescribed in (Annexure-B) for Central Govt. Department/State Govt. Department/ Semi Govt. Department/ PSUs/ Public sector Banks/ Public limited (Listed) Company, during the last 3 years ending on 30.06.2026. The information must be supported with the copies of Work Order and Satisfactory Completion Certificate in the name of firm/company/vendor/consultant etc, proof of payment /Form 26 AS etc. Joint Venture/consortium shall not be allowed, and Prospective consultant should meet the mentioned eligibility criteria themselves.
2. The Essential educational qualification and other relevant experience required for Green Building (IGBC/GRIHA) consultants shall be as under.
 - (a) Graduate from a reputed Institution or university and having 3 years of relevant experience in green building.
 - (b) Consultant should be IGBC accredited professional /GRIHA certified professional
 - (c) The agency/consultant submit the MSME registration in the specific field as they applied for the empanelment. If having.
 - (d) The Green building Consultant should preferably have in house team of Consultants/Engineers for carrying out the services like documentation, site visit/ audit etc. Work completion certificate is mandatory. In case the Consultant proposes to sublet these activities, they should furnish the details of such Consultants having the above experience with prior permission of Bank required. After the Bank permission sublet is possible considering the fact & reason mentioned & educational requirements are to be furnished.

The SBI reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.

GENERAL TERMS & CONDITIONS FOR EMPANELMENT

- (i)** For assessing the Annual Turnover of the last 3 years ending 31st March of the previous financial year, Green Building Consultant must submit valid documents viz certificate from registered CA, copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet for the last 3 years and certified copy of annual turnover for last 3 years till 30.06.2026 .i.e (2023-24,2024-25,2025-26). Minimum eligibility criteria as given in Annexure'A'.
- (ii)** The applicant must submit sufficient documentary evidence/work completion certificates etc. meeting the above-mentioned criteria from the Central Govt Dept/State Govt Dept/Semi Govt Dept/PSU/Public Sector Banks/ Public Limited (Listed) Company during last 3 years ending on 30.06.2026 (Annexure-'B'). Ongoing works/project will be not considered.
- (iii)** The empanelment of consultants is valid for 3 years and will be review every year. If, the consultant will not participate in the three consecutive tenders, then Bank's has right to remove the consulatnt from the panel and not entertained in further tenders. Performance of empaneled Consultants should be reviewed periodically (at least once in a year) for determining their continuation in or removal from the panel.
- (iv)** The prequalification criteria mentioned above are only provisional. Thus, the empanelment of Green Building Consultants in each category shall be considered by the Bank purely on merits, performance of the Architects/ Consultants in timely execution of the project with quality, feedback / confidential reports of the firms/applicant received from other employers etc. Hence, merely fulfilling the prescribed minimum prequalification criteria shall not entitle the Green Building Consultants for their empanelment with the Bank.
- (v)** The empanelment of vendors shall be considered on merits within the sole discretion of the Bank and cannot be claimed as right by the applicant and no correspondence shall be entertained by the Bank in this regard.
- (vi)** Canvassing in any form including bringing influence from any per-son/agency /Officials/ authorities shall lead to disqualification for the empanelment exercise.
- (vii)** The Bank reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.

- (viii)** Empanelment does not mean allotment of works/tenders and the empanelment does not afford any claim of work from the Bank.
- (ix)** The Bank may choose to carry out physical inspection of works mentioned by the applicants in their application forms, in addition to calling for confidential reports from the respective employer/client/department to ascertain their capability and quality of works.
- (x)** The performance of all the empaneled Architects/ Green Building Consultants shall be reviewed by the Bank periodically. In case of unsatisfactory performance Bank may at its discretion consider for de-paneling/ holiday listing the architectural/ consultancy firm or empanelment list.
- (xi)** Selected applicants will be intimated of their empanelment. The panel will be valid for three years, subjected to review at yearly intervals.
- (xii)** The Green Building consultant who are already on Bank's panel needs to apply afresh.
- (xiii)** Any amendments/ corrigendum for empanelment of consultant shall be published in Bank's website only. Therefore, applicants are requested to visit Bank's website regarding modifications/ corrigendum issued. Such amendments /corrigendum shall form part and parcel of the empanelment documents.
- (xiv)** SBI may choose to carryout physical examination of works mentioned by the applicants in addition to calling of confidential reports from employer/ department.
- (xv)** The applicant is required to furnish their PAN No, GST Registration details of firm etc. along with supporting documents.
- (xvi)** The applicant should have a registered office in Madhya Pradesh/ Chhattisgarh or if, not, they agree & confirm to open office/branch office shortly in future, if qualified in empanelment. Applicant will have to submit valid e-mail ID, cell no. and Digital Certificate to enable the firms for participation in the online procurement/e-tendering.
- (xvii)** Green Building consultants and their staff are expected to maintain "good behavior", good conduct and avoid creating disturbances. If the agency is found violating these behavioral and ethical conditions than Bank will cancel the agency empanelment to immediate effect and suitable action will be taken.
- (xviii)** The Bank has right to submit an original tax invoice of all materials/few materials for the

reference/audit/genuineness of materials and agency/consultant is bound to submit the same.

(xix) If agency/consultant fails to pay GST, other taxes and any other statutory obligation as per Govt norms, the Bank can immediately terminate their firm from the empaneled list and suitable action will be taken.

(xx) All the pages of application shall be duly signed with stamp of firm by the Electrical Consultant, else their application shall be summarily rejected.

(xxi) The eligible and interested firm/agencies/parties shall download prescribed application form and other details from our website www.sbi.co.in [<link> SBI in the News](#) [<link> Show more](#) [<link> Empanelment of IGBC/ GRIHA Consultant](#)

(xxii) The application in the prescribed format with all supporting documents in to be filled online mode only with all the relevant documents.

(xxiii) Consultants and their staff are expected to maintain “good behaviour”, good conduct and avoid creating disturbances. If the agency is found violating these behavioural and ethical conditions than Bank will cancel the agency empanelment to immediate effect and suitable action will be taken.

(xxiv) The Bank has right to ask to submit an original tax invoice of all materials/few materials for the reference/audit/genuineness of materials and agency/consultant is bound to submit to submit the same.

(xxv) If agency/consultant fails to pay GST or other taxes as per Govt norms, the Bank can immediately terminate their firm from the empanelled list and suitable action will be taken.

(xxvi) Bank reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.

(xxvii) Any amendments/ corrigendum for empanelment of contractors/ vendors shall be published in Bank's website and e-tendering portal only. Therefore, applicants are requested to visit Bank's website regarding modifications/ corrigendum issued till the last day for the submission of the applications.

(xxviii) SBI may choose to carry out physical inspection of works mentioned by the applicants in their application forms, in addition to calling for confidential reports from the respective employer/client/department to ascertain their capability and quality of works. The applicant shall agree and authorize SBI to obtain the confidential report from the clients of the applicant contractors, to obtain credit opinion from the Bankers and to verify the work executed by the contractors. If, during the physical inspection will be conducted by Bank's Engineer/Official, the quality of work, workmanship, time period of completion of project/work, any other adverse observation received from the client either work or any conduct, were not satisfactory to the level of Bank, then Bank's reserve the right to not

consider the application for empanelment in any category or degrade their empanelment in project cost limit. The consultant/contractor/agency must accept and abide with the decision taken by Bank and no correspondence will be made on this.

Assistant General Manager (P&E),
SBI, LHO, Bhopal