

(TECHNICAL BID)

PREMISES & ESTATE DEPARTMENT, SBI, LHO KOLKATA

INVITES TENDER

**PROVISION OF NET METERING FACILITY FOR ROOFTOP SOLAR PLANT
INSTALLATIONS AT VARIOUS BRANCHES / OFFICES OF SBI (OWN BUILDING'S)
UNDER KOLKATA CIRCLE**

Assistant General Manager (P&E),
Premises & Estate Department,
9th Floor, "SAMRIDDHI BHAWAN"
LHO, KOLKATA
State Bank of India,

**STATE BANK OF INDIA
LOCAL HEAD OFFICE, KOLKATA
SAMMRIDDHI BHAWAN, 1, STRAND ROAD, KOLKATA-700 001.**

NOTICE INVITING TENDER (ENVELOPE - 1)

SBI invites sealed item-rate tender from eligible solar vendors for providing Net Meter Facility for Rooftop Solar Plant Installations at Various Branches/Offices Of SBI (Own Building's) Under Kolkata Circle as per the following details:-

S. No.	Description-1	Description-2
1	Name of work	PROVISION OF NET METERING FACILITY FOR ROOFTOP SOLAR PLANT INSTALLATIONS AT VARIOUS BRANCHES / OFFICES OF SBI (OWN BUILDING'S) UNDER KOLKATA CIRCLE
2	Time allowed for completion	45 days including Sundays and holidays
3	Availability of tender documents	https://sbi.co.in/web/sbi-in-the-news/procurement-news From 29.10.2026 to 2PM on 04.11.2026
4	Last date and time of submission of tender	02:00 PM on or before 04.11.2026
5	Date & Time of opening of sealed bid	02.10 PM on 04.11.2026
6	Address of submission & Submission of Tender Document.	Asst. General Manager (P&E), LHO, Kolkata, Block-B, 9 th Floor, Samriddhi Bhawan, LHO, #1, Strand Road, Kolkata - 700001.
7	Validity of offer	3 months from the date of opening of price bid
8	Liquidated damages	0.5% per week subject to a maximum of 5% of contract value
9	Defects liability period	12 months from the date of virtual completion of work
10	Approximate estimated cost of the project	Rs.8,71,500.00 + GST
11	Earnest Money Deposit (EMD)	Rs.9,000.00 (Rupees Nine Thousand only) to be deposited in the form of DD in favor of SBI, Payable at Kolkata and submit the deposit voucher copy as proof of deposit the amount along with technical bid in separate envelop duly marked as EMD. MSE Exemption in the relevant category will be admissible.
12	Water & Electricity	To be arranged by the contractor without any extra cost to the Bank

13	Terms and mode of payment	- No advance on materials / plant / machinery or mobilization advance shall be paid under any circumstances. - Payment shall be made by way of Electronic fund transfer and the bill will be paid by the SBI. Firm should furnish details of the bank, A/c no, IFSC code. - Payments towards the above work shall be made by SBI. The GST Number of State Bank of India for Kolkata is 19AAACS8577K3ZK.
14	Deduction of Income Tax and GST	A) TDS on Income Tax/GST will be deducted at source as per Govt. Guidelines. B) The contractor should comply with the following: - Contractor should have GST Registration Number - Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision - Contractor should timely file his GST return in accordance with GST provisions to enable the Bank to claim the credit of GST paid to the contractor.
15	Initial Security Deposit (ISD)	2% of contract amount to be submitted by successful tenderer.
16	Total Security Deposit (TSD) in the form of Retention Money (RM)	5% of the final bill amount including ISD. ISD will be retained with us for a defect liability period i.e, 12 months from the date of final bill. No interest will be paid for the said ISD.
17	Documents to be attached for pre-qualification in Envelope-1.	As per the documents mentioned in Eligibility Criteria
18	Contact details for any clarification	- Chief Manager (Electrical), Ph: 9663244644 & email id: harish.kumar961@sbi.co.in - Manager (Electrical), Ph: 9701472815 & email id: vennam.shekar@sbi.co.in
19	Price Bid (Envelope-2): Super- scribed as Price Bid	This envelope will contain the price bid i.e. cost of the work. All the tenderers are requested to note that SBI will not accept any conditional tender, and the tender will be rejected if any tenderer found quoted conditional tender and if the same are not

		withdrawn at the time of opening of tender / price bid. All conditions if any to be loaded with rate. The rate should be exclusive of GST payable.
20	Distribution of work among L1, L2 and L3 Bidders	<u>Work Allocation Criteria</u> a. Out of the total 21 sites, the work shall be distributed among the L1, L2, and L3 Bidders in the ratio of 11:06:04 sites respectively subject to acceptance of L2 & L3 Bidders to execute the work at L1 rates. b. In case the L2 Bidder does not agree to execute the work at the L1 rates, the sites originally allotted to L2 shall be offered to the L1 Bidder. c. In case the L3 Bidder also does not agree to execute the work at the L1 rates, the sites allotted to L3 shall likewise be offered to the L1 Bidder. The decision for allotment of sites among L1, L2 & L3 Bidders is reserved by Bank.

- Envelope-1 should be enclosed with only NIT and documents required for Eligibility Criteria, Envelope-2 shall be enclosed with only Price Bid and Envelope-3 shall be enclosed with both Envelope-1 & Envelope-2.
- We strongly recommend that the prospective bidders should study scope of works as well as site condition before submitting the offers.
- The successful bidder shall ensure, without any extra cost, meticulous compliance of protocols laid down by the Govt. during execution at site.
- In case the date of opening of the tender is declared as a Holiday / Lockdown, the tender will be opened in the next working day at the same time.

BANK RESERVES THE RIGHT TO CANCEL THE TENDER AT ANY STAGE WITHOUT ASSIGNING ANY REASON.

-S/d-

Asst. General Manger (P & E)

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ELIGIBILITY CRITERIA:

The vendors should possess the following supporting documents and must submit self-attested photocopies of the following supporting documents along with Technical Bid:

- **Experience Criteria:** The Bidder or its OEM (themselves or through reseller(s)) should have installed Roof Top Solar plant with net metering at any Central / State Govt Organization / PSU / Public Listed Company / Reputed Private Organizations. Copies of relevant contracts to be submitted along with bid in support of having supplied the items.
- The applicant shall be an established company/vendors having work experience in SITC of grid connected roof top solar power plant with net metering of minimum work experience as stated below:

Work volume of 7.00 Lakhs (single work) / 4.40 Lakhs (two works) / 3.50 Lakh (three works) for similar Applications during last 7 years.

- a) Work order and completion/satisfactory certificate from the clients (as mentioned above) whose works (completed or in operation) have been undertaken during last 7 (Seven) years. Capacity of installed roof top solar power systems & net metering feature is to be mentioned in the completion/satisfactory Certificate. **Proposed list of sites with installed capacity is mentioned in Annexure-A.**
- b) PAN Card in the name of the company /Firm.
- c) Goods & Service Tax (GST) registration.
- d) The Company/Vendor shall have an established office in the State of **West Bengal**, India, to facilitate effective coordination and close follow-up with the officials of WBSEDCL/CESC for obtaining necessary approvals, completing documentation, and ensuring timely installation and commissioning of net metering facilities. (Documental evidence such as address proof issued by any State or Central Govt. bodies shall be submitted).
- e) Documents for Applicant's average Annual Financial Turnover during last 03 (three) years ending 31st March, 2026 with minimum **INR 2.6 lakh**.
- f) Document as proof of year of Establishment of the firm with not less than 03 (three) years.
- g) The cut-off date for reckoning experience would be 31st Sept, 2026.

-S/d-

Asst. General Manger (P & E)

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Scope of Work:

Provision of Net Metering Facility for Rooftop Solar Power Plants Installed at Various SBI Branches/Offices in Bank-Owned Buildings under Kolkata Circle

The selected Company/Vendor shall undertake the following activities for arranging net metering facilities for rooftop solar power plants already installed at various SBI Branches/Offices under Kolkata Circle:

1. Site Inspection and Assessment: Visit each identified branch/office to inspect the existing rooftop solar power plant, solar inverter, electrical installations, existing electricity meter, and related infrastructure to assess the requirements for net metering.
2. Coordination with Electricity Distribution Companies: Coordinate with the concerned officials of West Bengal State Electricity Distribution Company Limited (WBSEDCL) and Calcutta Electric Supply Corporation (CESC), as applicable, for obtaining necessary approvals and facilitating the installation of net meters at the identified SBI premises.
3. Application and Documentation: Collect the application forms from DISCOMS, Prepare, compile, and submit applications and all requisite technical documents, forms, drawings, test reports, electricity consumer details, solar plant capacity details, and other supporting documents as prescribed by the concerned electricity distribution company, with the necessary authorization from SBI. Liasoning and co-ordination with WBSEDCL or CESC officials till the completion of Net-meter installation work. (Any cost except statutory payments shall be borne by the bidder).
4. Technical Compliance: Examine the existing solar installations and electrical systems to ensure compliance with the applicable technical requirements, safety standards, metering specifications, and grid connectivity regulations prescribed by WBSEDCL/CESC.
5. Rectification of Technical Deficiencies: Identify deficiencies, if any, in the existing solar plant, inverter, wiring, protection systems, metering arrangements, or associated electrical installations that may hinder net meter approval. Submit a detailed report to SBI specifying the required corrective measures and associated cost implications, wherever applicable.
6. Inspection and Testing: Coordinate with the concerned electricity distribution company officials for site inspections, testing, verification, and other formalities required before approval and installation of the net meter.
7. Installation and Commissioning: Facilitate the installation, replacement, or configuration of the net meter, as applicable, by the authorized personnel of the electricity

distribution company, and coordinate the completion of necessary testing, synchronization, and commissioning formalities.

8. Metering Infrastructure: Assess and report any requirements for metering cubicles, electrical panels, cables, wiring, lugs, glands, protection devices, and other associated accessories. Any additional supply or installation work shall be undertaken only after obtaining prior written approval from SBI and shall be paid for as per the approved scope and rates.

9. Liaison and Follow-up: Maintain regular follow-up with the concerned WBSEDCL/CESC offices and officials to resolve queries, address objections, expedite pending approvals, and ensure timely completion of the net metering process for each identified Branch/Office.

10. Defect Rectification and Re-inspection: Coordinate with SBI and the concerned electricity distribution company for rectification of observations raised during inspection and arrange re-inspection of statutory authorities, wherever required, until the net metering process is completed.

11. Completion of Documentation: Obtain and submit copies of the approved net metering applications, inspection reports, commissioning reports, meter installation records, approval letters, and other relevant documents to SBI for record and future reference.

12. Branch-wise Progress Reporting: Maintain a branch-wise status report indicating the application submission date, approval status, inspection status, pending deficiencies, follow-up undertaken, and net meter installation and commissioning status. The report shall be submitted periodically to the designated SBI authority.

13. Completion Certificate: Upon completion of the work at each location, submit a completion report confirming the installation and commissioning status of the net meter, along with supporting documents and photographs, wherever applicable.

14. Local Office and Coordination: The Company/Vendor shall maintain an established office in West Bengal to facilitate effective coordination and close follow-up with WBSEDCL/CESC officials and ensure timely execution of the assigned work.

15. Compliance with SBI Instructions: The Company/Vendor shall comply with all instructions issued by SBI, applicable statutory requirements, electricity distribution company procedures, and relevant safety regulations throughout the execution of the work.

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Annexure-A

DETAILS OF BRANCHES WITH ROOFTOP SOLAR PLANT INSTALLATIONS	
S. No.	Name of Branch/Office/Residences
1	KRISHNANAGAR BRANCH
2	BARRACKPORE BRANCH
3	BERHAMPORE BRANCH
4	BURDWAN BRANCH
5	JALPAIGURI BRANCH
6	JALPAIGURI TOWN BRANCH
7	RAMPURHAT BRANCH
8	TARAPEETH BRANCH
9	SURI BRANCH
10	PURULIA BRANCH
11	BOLPUR BRANCH
12	DIGHA HOLIDAY HOME
13	SBIL, RAJARHAT
14	KAIKHALI BRANCH
15	DURGAPUR CITY CENTRE BRANCH
16	SALT LAKE EC BRANCH
17	RESIDENTIAL COMPLEX AT SALT LAKE
18	ASANSOL BRANCH
19	KALYANI BRANCH
20	SHANTINIKETAN
21	RBO-4 KOLKATA, AE 1/1, RAJARHAT

PRICE BID (ENVELOPE -2)

NAME OF WORK: PROVISION OF NET METERING FACILITY FOR ROOFTOP SOLAR PLANT INSTALLATIONS AT VARIOUS BRANCHES / OFFICES OF SBI (OWN BUILDING'S) UNDER KOLKATA CIRCLE					
S. No.	Description	Unit	Qty	Unit Rate (Rs.)	Total Amount (Rs.)
1	Metering Cubicle / DB: Supply, fabrication and installation of free-standing/wall-mounted metering cubicle made of 14 SWG MS sheet, complete with suitable vertical compartment/cubicle for installation of Net Meter. The cubicle shall be treated through seven-tank chemical process and finished with epoxy powder coating, including all necessary supports, mounting arrangements, hardware and accessories, complete in all respects.	No	1		
2	Net Meter Installation Accessories: Supply and installation of all necessary accessories required for Net Meter installation, including copper lugs, cable glands, ferrules, nuts, bolts, washers, supports and other miscellaneous hardware, complete as required for proper termination and installation.	Set	1		
3	Documentation & Net Meter Sanction: Charges for preparation and submission of all necessary documentation/application forms, coordination with the concerned Electricity Distribution Company, arranging required inspection/verification by the authorized third party/utility authority, and obtaining sanction/approval for Net Meter facility, complete in all respects.	LS	1		

4	Supply, Laying, Testing and commissioning of 4 Core 10 Sq. mm. multistrand copper control cable with necessary interconnections	Mtrs.	10		
5	For Net Meter–Inverter–Solar Panel Interconnection: Necessary wiring/cabling for connecting the Net Meter with the Solar Inverter and Solar PV Panels, including all other required accessories, complete in all respects as per site requirements including Testing & Commissioning: Testing and commissioning of the complete Net Metering system, including checking of all electrical connections, polarity, phase sequence, metering parameters and proper synchronization/functioning of the Net Meter, Solar Inverter and Solar PV system, and verification of satisfactory operation of the Net Meter facility, complete in all respects.	LS	1		
A	TOTAL AMOUNT FOR ONE SITE IN Rs. (Excl. GST)				
B	NUMBER OF PROPOSED SITES FOR NET METER				21.00
C	GRAND TOTAL COST OF ALL 21 SITES (Excl. GST): (A*B)				

Note: **applicable GST will be paid by the Bank.**

- The quoted prices shall be firm and inclusive of all coordination and liasoning with WBSEDCL or CESC. GST will be paid extra as per actuals.
- It is advised to visit the site before submitting the tender and the relevant cost of site visit shall be borne by the Vendor itself and no TA/DA will be paid.

Seal and Sign of Vendor