



Limited Tender Enquiry – Rate Contract for Various Electrical Works

Indian Bank is a public sector Bank having presence all over India along with branches in foreign countries as well. Zonal Office Delhi South of the Bank is located at below mentioned address:-

Zonal Office Delhi (South)
2nd Floor, 17, Parliament Street
New Delhi – 110001

There are a total of 78 Branches/ Offices of the zone which are spread over South Delhi, South West Delhi and East Delhi. We have recently conducted electrical safety and energy audit at all our branches wherein certain observations have been cited in the audit report. The observations are to be rectified in time bound manner.

In this regard, competitive bids are invited from the panel vendors in sealed envelope for a rate contract of various works in order to award rectification work at respective branches/ Offices. Terms and condition for participating in the bid will be as mentioned below:

- (a) The vendor must be on the panel list Indian Bank for undertaking electrical work under Delhi South zone.
- (b) Bid is to be submitted in a sealed envelope with following documents
 - (i) Financial quotation for each item in enclosed format **(Placed at Annexure-A). Each Pages of quotation/ bid is to signed by authorized person of the firm/ agency.**
 - (ii) Copy of PAN & Aadhar duly signed by proprietor/ director of the firm.
 - (iii) Copy of GST (if available) duly signed by proprietor/ director of the firm.
 - (iv) Bid submission letter **(Placed at Annexure-B)** on the letter head of the firm.
- (c) Time line for progress of the tender/ work will be as follows:

Sl	Description	Date/ Time
1.	Commencement of Tender	08.01.2024 (10:30AM)
2.	Pre Bid Meeting	10.01.2024
3.	Last date for submission of tender	15.01.2024 (03:00PM)
4.	Opening of Bids	15.01.2024 (04:00PM)
5.	Award of Work Oder	Latest by 20.01.2024
6.	Completion time of work	12.02.2024
7.	Submission of Work Completed report to ZO Delhi South	15.02.2024

- (d) Tender document is to be dropped in the Tender Box kept Zonal Office, Delhi South.

- (e) Bank will not be responsible for receipt of tender document beyond the stipulated time if delivered through courier/ speed post.
- (f) Tender received after stipulated date will not be entertained.
- (g) The panel vendors/ their representative are advised to be present at the time of opening of the bids. However, non presence of vendor/ representative will not prohibit the Bank to open the tender document at the time as mentioned above.
- (h) Bank reserve rights to cancel the tender at any point of time without assigning any reason thereof.
- (i) Bank reserve rights to award work order to evaluated L1 rate to one or more than one vendor. If L2 & L3 agree upon the rate of L1 vendor then the percentage of work share will be as follows if work is assigned to more than one vendor:

SI	Vendor Category as per evaluated status	% of branches where rectification is yet to be done
1.	Only L1 Vendor	L1- 100%
2.	Two Vendors (any two from L1,L2, L3,L4,.....) Selection of vendor will be done strictly as per the lowest evaluated rates and then in ascending order	L1 – 60% and L2- 40% (at the rate of L1)
3.	Three Vendors (any two from L1,L2, L3,L4,..... L) Selection of vendor will be done strictly as per the lowest evaluated rates and then in ascending order	L1 – 50% , L2- 30% & L3 -20% (at the rate of L1)

- (j) Work completion certificate: 02 Copies of work completion certificate (**Format placed at Annexure C**) are to be prepared by the vendor for each branch. The respective vendor will be responsible to submit work completion certificate in the stipulated format duly signed by the visiting technician and respective Branch Manager/ Asst Branch Manager along with the bill.
- (k) Payment of the bills will be made on progressive basis as per the progress of the work by Zonal Office, Delhi south. The bills are to be submitted to Zonal Office along with work completion certificate of respective branches/ offices.
- (l) The vendor will not be permitted to assign petty/ subcontract to any other person/ vendor.
- (m) Bank reserves right to terminate the work assigned to the vendor if the vendor is found is not performing as per the stipulated safety norms.
- (n) The vendor will be responsible for any kind of injury/ death/ damage/ electric shock caused to their technician/ engineer/ Bank's Employees/ Customer or any other person visiting the branch while executing rectification work. In this regard the vendor shall full fill financial claim arises out of the damage/ injury caused.

- (o) The vendor will be responsible for any kind of injury/ damage caused to their technician/ engineer/ consultant while in transit to / from our branch/ office.
- (p) Standard Force majeure clauses (viz. natural calamity/ fire/ civil unrest/ etc) will be en-force for completion date of rectification work.
- (q) Rate contract will be valid for a period of one year commencing date of award of rate contract.
- (r) The Vendor/ agency qualifying for work order will have to submit Performance Bank guaranty for an amount of **Rs. 50,000.00 (Rupees Fifty Thousand Only)** by any commercial Bank in favour of Indian Bank, ZO Delhi South, New Delhi. In lieu, the qualified vendor may also submit certificate of Term Deposit issued by Indian Bank having maturity date till at least 30 June 2023 for an amount of Rs. 50,000.00 (Rupees Fifty Thousand Only).

Zonal Manager

Annexure-A**Financial Bid - Rate contract for Electrical work – Delhi South Zone**
Rectification of Observations of Electrical Audit (2023-26)

Name of Empanelled Vendor/ Agency: _____

Address: _____

Mobile No. _____

E Mail ID: _____

SI	Description	Deno m	Rate (Rs.)	GST (Rs.)	Total (Rs.)	Warranty (years) wherever applicable
1	Balancing of Electrical Loads among three phases	Per branch				
2	Dressing of existing hanging wiring in Flexible/ Fixed dia conduit (0.5" dia, make Polycap/ AKG/ Precision)	Per meter				
3	Charges for operationalization of defective light/ fan/ led which are defective due to loose/broken connection	per point				
4	Provision of rubber mat near main electrical panel/ UPS panel of thickness of 0.5 cm length 3 ft and width 1.5 ft	Per piece				
5	Replacement of existing 16 AMP defective MCB with new ISI Maked 16A MCB (Make: Legrand/ Hager/ Schneider)	Per piece				
6	Replacement of existing 32 AMP defective MCB with new ISI Maked 32A MCB (Make: Legrand/ Hager/ Schneider)	Per piece				
7	Replacment of existing Isolator of 40 A with new MCB of 40 A (ISI marked) (Make: Legrand/ Hager/ Schneider)	Per Piece				
8	Replacment of existing Isolator of 63A with new MCB of 63 A (ISI marked)	Per Piece				
9	Replacment of existing Isolator of 100 A with new MCB of100 A (ISI marked)	Per Piece				

10	Supply and Installation of 16 AMP MCB (ISI) Single Pole complete with box (Make: Legrand/ Hager/ Schneider)	Per Piece				
11	Supply and Installation of 16 AMP MCB (ISI) double Pole complete with box (Make: Legrand/ Hager/ Schneider)	Per Piece				
12	Supply and Installation of 32AMP MCB (ISI) Single Pole complete with box (Make: Legrand/ Hager/ Schneider)	Per Piece				
13	Supply and Installation of 32 AMP MCB (ISI) double Pole complete with box (Make: Legrand/ Hager/ Schneider)	Per Piece				
14	Supply and Installation of modular socket board with switches comprising 03 points 16 AMP (Make: Cratbtree/ Northwest/ Philips)	Per piece				
15	Wiring of electrical Wire PVC Insulated (01 line) 2.5 sq mm in PVC Conduite of diameter 0.5" (Make: Gloster/ Havells/ Polycab)	per mtr				
16	Wiring of electrical cable (01 line) 1.0 sq mm (ISI Marked) in PVC Conduite of diameter 0.5" (Make: Gloster/ Havells/ Polycab)	per mtr				
17	Supply and Installation of modular socket board with switches comprising 01 points 16 AMP (ISI marked -Anchor/ Havels etc)	Per Piece				
18	Supply and installatin of Single Socket of capacity 16 AMP in existing board (ISI marked -Anchor/ Havels etc)	Per Piece				
19	Supply and installatin of Single Piano type switch of capacity 16 AMP in existing board (ISI marked -Anchor/ Havels etc)	Per Piece				
20	Supply and installatin of Single Socket of capacity 5 AMP in existing board (Make: Cratbtree/ Northwest/ Philips)	Per Piece				
21	Supply and installatin of Single Piano type switch of capacity 5 AMP in existing board (Make: Cratbtree/ Northwest/ Philips)	Per Piece				
22	Cleaning of Power/ UPS panels, terminals of Batteries of UPS/ invertor and applying layer of chemical on ther terminal to prevent sulphasion	per branch				
23	Supply and installation of phase indicator box comprising of three indicator of RED, BLUE AND YELLOW	per piece				

	color and connectinig it with the incoming supply (L&T/ ABB/ Legrand)					
24	Replacement of existing defective PANEL AMMETER with new AMMETER	Per piece				
25	Replacement of existing defective PANEL VOLTMETER with new VOLTMETER	Per piece				
26	Tightening of Connections of Main/ UPS Panels wherever required with lugs/ thimble etc (Lugs- Dowell's)	Per branch				
27	Fitment of cover of panels supplied by branches	per panel				
28	Supply and Installation of timer unit for ACs of Server/ ATM room	Per piece				
29	Supply and Installation of timer unit for Glow sign board enabling switching off the	Per piece				
30	Provision of new earthing pit complete with all acessories required for earthing	Per piece				
31	Provision and laying of earthing strip (thickness 0.5mm and width 0.5") from earthing pit to electrical main panel	per meter				
32	Repair of existing earthing pit in order to obtain N-E Voltage between 0-3 V	Per piece				
33	Conveyance Charges for Engineer/ Technician Visit at branch	Per branch				

Signature of Authorized Signatory

(with name and Stamp)

Place:

Date:

Annexure- B

Bid Submission Letter

Letter Head of Tenderer/ Vendor

Reference:

Date:

The Zonal Manager
ZO Delhi South
Indian Bank
2nd Floor, 17 Parliament Street
New Delhi -110001

Dear Sir,

Subject: Submission of Financial Bid for Rate Contract of electrical work – ZO Delhi South

We hereby confirm the following:

1. We here by confirm that we have been empanelled with your Zone as Electrical Contractor which is valid till _____ (date).
2. That, we have not been black listed by your Bank and any other government/ private organization.
3. That, the rate quoted is competitive and will remain valid till one year from date of award of work order.
4. That we abide by all the terms and condition of the subject tender to best of our ability.

Yours' faithfully,

Signature of Proprietor/ Director with stamp

Mobile number of Director/ Proprietor:

Mobile Number of Contract Person for execution of work:

Registered Address:

Electrical Safety and Energy Audit Rectification Report 2023-26

Letter Head of Agency/ Firm awarded with Work Order

Reference:

Date:

To,

The Branch Manager

_____ Branch

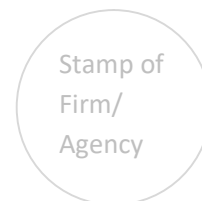
Subject: Rectification report of Electrical Safety and Energy Audit 2023-26

It is certified that the observations as cited in Electrical Safety and Energy Audit (2023-26) of above mentioned branch has been rectified by our firm/ agency.

Details of works undertaken for rectification related work are as mentioned below:

Sl	Description of Item	Denomination	Qty
1.			
2.			
3.			
4.			
5.			
6.			
7.			
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11.			
12.			
13.			
14.			
15.			

Signature of Visiting Technician/ Engineer of the Firm



Countersign

Signature of Branch Manager/ Asst. Branch Manager

