

# Corrigendum-Date Extension

Bid submission end date extended up to 04-09-2020 (3.00 PM)

Sd/-

Tender Inviting Authority

Kerala State Cooperative Bank Ltd.



## **Notice Inviting Tender**

### **NOTICE INVITING TENDER FOR SUPPLY OF ELECTRICAL ITEMS FOR DAY TO DAY MAINTENANCE WORK AT CO-BANK TOWER OF KSCB Ltd, THIRUVANANTHAPURAM**

**Tender Ref. No: P&E/1/21-2374/H.O.main.EleII/2020-21**

**Dated: 13.08.2020**

1. Name of the work: Sealed Tenders are invited in single part from eligible bidders for Supply of Electrical items for day to day maintenance work at Co-Bank Towers of KSCB Ltd, Thiruvananthapuram.
2. Last date of submission of offers: **on 24.08.2020 up to 3:00 pm**
3. Place of submission of offers: O/o CEO, Kerala Bank, Co-Bank Tower, Trivandrum-695033
4. Due date of opening of part I offer: **At 11:00 AM on 25.08.2020**
5. Place of opening of Tenders: AMD, Kerala Bank, Co-Bank Tower, Trivandrum-695033
6. Down loading from website: The Tender document can be downloaded from our website [www.keralacobank.com](http://www.keralacobank.com).

Sd/-

Tender Inviting Authority

## TENDER DOCUMENTS

Sealed tenders are invited in single part from eligible bidders for supply of electrical items for day to day maintenance work at cobank Towers of KSCB Ltd, Thiruvananthapuram

### Technical Specifications:

SL No	Description of Item	Technical Specifications
1	ELECTRICAL ITEMS	Enclosed in Annexure -1

### 1. Mode & Method of Submission of Tenders

Tender must be submitted in sealed envelope. The envelope must be super scribed with the Tender Name, Tender enquiry number and the date of opening at top of envelope and tenderer Name & Address at bottom left of envelope. The envelope containing the tender documents shall be properly sealed. Stapled envelopes are not accepted.

The Envelope for the bid shall consists the following

- i. Commercial and technical bid as per Annexure – I of NIT.
- ii. An undertaking as per Annexure – III of NIT.
- iii. Duly sealed and signed copy of NIT (on all pages) as a token of acceptance of terms and conditions of NIT along with the authorization to sign the tender documents in case the same are signed by a person other than owner/proprietor of the firm.
- iv. Copy of self – attested PAN Card issued by Income Tax Department Govt. of India.
- v. Copy of self – attested GST registration indicating GST number or documentary evidence in case of exemption.
- vi. Self – attested copies of past supply orders of tendered items/similar items issued by any Govt./ Semi Govt. organizations, Public sector undertakings or private organizations along with an undertaking on the letter head of the bidder that the supply order(s) has/have been successfully executed.
- vii. Duly filled up check list as per Annexure – VI of NIT.
- viii. Details of prices only as per annexure – II of NIT.

2. **Validity Period of Tenders:** The rates, terms and conditions offered shall be valid **for a period of 120 days** from the date of opening of the tender.

3. **Submission of Tenders:** Tenders will be submitted in tender box in sealed covers at the address:-[CEO, Kerala Bank, Cobank Tower, Trivandrum-695033](#)

4. **Opening of Tender:** The tender shall be opened at Asset Management Department, Kerala Bank, Cobank Tower, Thiruvananthapuram-695033 **at the time and date as given in the NIT.** (If the tender is not opened on the above date due to unforeseen circumstances, the tender will be opened on the next working day/date.)

### 5. SPECIAL TERMS AND CONDITIONS

- a. The prices quoted must be firm till delivery. The prices offered should be given preferably both in words and figures. Printed terms and conditions of the vendor shall not be considered. Tenderers are requested to submit their offer complete in all respects maintaining serial number of items, terms and conditions as per the tender documents along with all supporting documents failing which offer may not be considered and no further clarification on technical commercial aspects may be entertained.
- b. Payment terms are as per general conditions of contract and are enclosed with this tender

notice. The Bank has the provision of making e-payment of supplier's bills through Electronic Fund Transfer (EFT), if bidders want to get this payment through EFT mode, they requested to submit their mandate as per Annexure-V in original signature and stamp a long with the offer.

- c. Normally no deviation is acceptable to our tender document & terms and conditions. Tenders which have deviations are liable for rejection without making any back reference to the tenderers. Submitted tenders must be complete in all respects.
- d. Basic Qualification: Only those bidders who have successfully supplied the tendered items or similar items (ie any type of electrical items) in the recent past to any Central/State Govt. organization, Semi Govt., PSU, and reputed private organizations are eligible to participate. Self-attested copies of order received from such organizations for the quoted items or items of higher specifications should be submitted along with the Tender in the Part-I bid. Also, an undertaking on the Letter Head of the bidder that the supply order(s) have been successfully executed is required to be submitted.
- e. All disputes are subject to Thiruvananthapuram Court Jurisdiction only.

## **6. GENERAL TERM AND CONDITIONS FOR SUBMISSION OF OFFERS**

- a. The complete offer should be typed/hand written on the letter head of the tenderers. If firm's letter heads are not sufficient to accommodate technical and pricing details, preferably bigger papers should be used, such sheets along with other pages of the offer should be signed and stamped by company's authorized representative/official.
- b. Tenders, erased and over written, will be summarily rejected unless corrections are authenticated with the tenderer's signature.
- c. The Bank reserves the right to reject or accept or withdraw or cancel the tender in full or part as the case may be without assigning any reason thereof at any point of time. Tenderers are advised to carefully note that the deviation in these terms will not be entertained.
- d. Bidders are required to submit the undertaking as per annexure – III with part – I of the offers.
  - 1) Bid evaluation: - Parties are required to submit their offers for all the items or for some of the items as per Price Bid format (Annexure-II). However, bids shall be evaluated on individual item wise (L-rate basis).

## **7. OTHER TERMS AND CONDITIONS**

- a. **Prices:-** Rates shall include all taxes, duties, levies, insurance, packing and forwarding, transport, and delivery at Cobank Tower of KSCB Ltd. If specifically, not included in the offer, it will be assumed that these are included in the offer.
- b. **Payment:-** 100% payment will be made within 21 days after supply of materials & submission of bill and acceptance of materials by the consignee.
- c. **Delivery Schedule:-** The delivery schedule shall be 15 days from the date of supply order.
- d. **Guarantee/Warranty:-** The guarantee / warranty assurance should be given for quality and packing and as per company norms of the items.
- e. **Inspection:-** Inspection of material will be carried out at our store after supply of materials. If materials are not as per our specifications the same will be rejected and supplier shall replace material at their own cost.
- f. **Paying authority:** Kerala Bank, Cobank Tower, Thiruvananthapuram.
- g. **Consignee:** CEO, Kerala Bank
- h. **Place of Delivery:** Cobank Tower, Thiruvananthapuram, 695033

- i. LIQUIDATED DAMAGES CLAUSE:** In the event of failure to deliver/dispatch the equipment/stores within the stipulated date/period in accordance with the terms and conditions and the specifications mentioned in the supply order and in the event of breach of any of the terms and conditions mentioned in the supply order, BANK, shall be entitled at its option to enforce the following:
- i) To recover from the successful Bidder as agreed Liquidated Damages, a sum not less than 0.5% (Half Percent) of the price of any stores which the successful Bidder has not been able to supply as aforesaid for each week or part of a week during which the delivery of such stores may be in arrears limited to 10% (TEN Percent). Where felt necessary the limit of 10% can be increased to 15% at the discretion of Head of the Materials Management Division/AMD. GST on LD will be charged extra and to be borne by the party.
  - ii) To cancel the supply order or a portion thereof, and if so desired to purchase the stores at the risk and expenses of the defaulting supplier and also/or
  - iii) To purchase elsewhere after notice to the successful Bidder on the account and at the risk of the defaulting supplier, the equipment/stores not supplied or others of similar description without cancelling the supply order in respect of the consignment not yet due for supply/or
  - iv) Whenever under this contract any sum of money is recoverable from and payable by the supplier, BANK, shall be entitled to recover such sum by appropriating in part or in whole by deducting any sum or which at any time thereafter may become due to the successful Bidder in this or any other contracts. Should this sum be not sufficient to recover the full amount recoverable, the successful Bidder shall pay on demand to BANK the balance amount. The supplier shall not be entitled to any gain on any such purchase.
  - v) To extend the period of delivery with or without Liquidated Damages as may be considered fit and proper. The Liquidated Damages, if imposed, shall not be more than the agreed Liquidated Damages referred to in para(i) above.
  - vi) To forfeit the security deposit fully or in part.
  - vii) The tender should be submitted strictly in line with the checklist as in Annexure–VI of NIT. Any shortcoming or non-compliance may result rejection of the bid summarily. Signed copy of Annexure – VI shall be enclosed in Part – I of the bids.
- j. Taxes and Duties**
- i. **Goods and Service Tax (GST):** GST will be payable extra as per prevailing GST Rules. Bidders have to clearly indicate GST rates applicable (SGST, CGST, IGST) in Price Bid/BOQ.
  - ii. If the tenderer is exempted from buying from paying the GST or Bidder has opted for GST under Composition scheme, the same must also be confirmed with valid documentary evidence.
  - iii. **Input Tax Credit (ITC):** Set off against ITC of GST will be considered while arriving at Landed cost vis-a-vis ranking of the firms.
  - iv. In the event of placement of supply order, supplier should comply all the GST provisions for availing ITC (by BANK).
  - v. In case of failure of the supplier to comply GST provisions for availing ITC (by BANK), the supplier has to pay the amount to and also BANK will have the right to recover the amount from any payment due to supplier.

**Part –I Commercial & Technical Bid**

(To be submitted on the letter head of the bidder)

**TECHNICAL PARAMETERS / SCHEDULE OF REQUIREMENTS**

S. No	Description	Required Quantity	Preferred Make/Model (To be mentioned by the bidder)
1	18W LED Bulb	50No	Philips/Wipro
2	9W LED Bulb	50No	Philips/Wipro
3	20W LED Tube Light	200No	Philips/Wipro
4	20W 2 feet CFL Tube Light	25No	Havells/Bajaj/GE
5	Phone Ring Chord	25	
6	Phone Line Chord	25	
7	Rosette Box-Single	25	
8	Rosette Box-Double	10	
9	0.5mm 90m 2 Pair Grey PE Insulated Telephone Cable	2Coil	Finolex/RR/Kundan/ Vguard
10	Telephone with caller ID	10Nos	Beetel/Panasonic
B	Pedestal Fan 400mm sweep, 3 blade	10Nos	Usha/Crompton/Havells/ Orient
12	1.5Sqmm, Single Core, FRLS,1100V Flexible Cable	2 Coil	Havells/Polycab/Finolex/ VGuard
13	2.5Sqmm, Single Core, FRLS,1100V Flexible Cable	2 Coil	Havells/Polycab/Finolex/ VGuard
14	4Sqmm, Single Core, FRLS,1100V Flexible Cable	2 Coil	Havells/Polycab/Finolex/ VGuard
15	6Sqmm, Single Core, FRLS,1100V Flexible Cable	2 Coil	Havells/Polycab/Finolex/ VGuard
16	10Sqmm, Single Core, FRLS,1100V Flexible Cable	1 Coil	Havells/Polycab/Finolex/ VGuard
17	2.5x150 mm Black Nylon Cable Tie Set	200 pcs	Generic/Equivalent
18	4.8x250 mm Black Nylon Cable Tie Set	200 pcs	Generic/Equivalent
19	Socket, Universal Type, 6A, 3/5 Pin	25 No	Anchor/Legrand/Havells
20	Switch, 6A, SP, 240V, modular	25 No	Anchor/Legrand/Havells
21	Plug Top, 6A, 3Pin	10 No	Anchor/Legrand/Havells
22	6A, 1P B-curve MCB	10 No	ABB/Schnider/Havells/ VGuard
23	20A, 1P C-curve MCB	5 No	ABB/Schnider/Havells/ VGuard
24	25A, 1P C-curve MCB	5 No	ABB/Schnider/Havells/ VGuard
25	Bosch drilling machine (Bosch GSB 600 RE 13mm) with standard electrician tool kit excluding multimeter	1 No	Bosch/equivalent
26	Backlite 63A fuse box & holder	10 No	Standard/equivalent
27	Backlite 100A fuse box & holder	10 No	Standard/equivalent
28	3 core 1.5 mm <sup>2</sup> flexible cable	1 coil	Standard/equivalent
29	2 core 1.5 mm <sup>2</sup> flexible cable	1 coil	Standard/equivalent
30	Insulation tape	24 Nos	Standard/equivalent
31	8W PVC box	10 Nos	Standard/equivalent

Place:

Date:

Full Signature &amp; Seal of the Authorized Person:

**ANNEXURE-II****Part -II****FORMAT OF PRICE BID**  
**(To be submitted by the bidder in his own letter head)**

<b>Sl. no</b>	<b>Description of item</b>	<b>Unit</b>	<b>Make/Model (To be mentioned by the bidder)</b>	<b>Basic price in INR per unit</b>	<b>GST@-----% in INR</b>	<b>Total unit cost (FOR destination) in INR F=D+E</b>	<b>Quantity</b>	<b>Total Cost in INR H=F*G</b>
<b>A</b>	<b>B</b>	<b>C</b>		<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
1	18W LED Bulb						50No	
2	9W LED Bulb						50No	
3	20W LED Tube Light						200No	
4	20W 2 feet CFL Tube Light						25No	
5	Phone Ring Chord						25	
6	Phone Line Chord						25	
7	Rosette Box-Single						25	
8	Rosette Box-Double						10	
9	0.5mm 90m 2 Pair Grey PE Insulated Telephone Cable						2Coil	
10	Telephone with caller ID						10Nos	
11	Pedestal Fan 400mm sweep, 3 blade						10Nos	
12	1.5Sqmm, Single Core, FRLS,1100V Flexible Cable						2 Coil	
13	2.5Sqmm, Single Core, FRLS,1100V Flexible Cable						2 Coil	
14	4Sqmm, Single Core, FRLS,1100V Flexible Cable						2 Coil	

15	6Sqmm, Single Core, FRLS,1100V Flexible Cable						2 Coil	
16	10Sqmm, Single Core, FRLS,1100V Flexible Cable						1 Coil	
17	2.5x150 mm Black Nylon Cable Tie Set						200 pcs	
18	4.8x250 mm Black Nylon Cable Tie Set						200 pcs	
19	Socket, Universal Type, 6A, 3/5 Pin						25 No	
20	Switch, 6A, SP, 240V, modular						25 No	
21	Plug Top, 6A, 3Pin						10 No	
22	6A, 1P B-curve MCB						10 No	
23	20A, 1P C-curve MCB						5 No	
24	25A, 1P C-curve MCB						5 No	
25	Bosch drilling machine (Bosch GSB 600 RE 13mm) with standard electrician tool kit excluding multimeter						1 No	
26	Backlite 63A fuse box & holder						10 No	
27	Backlite 100A fuse box & holder						10 No	
28	3 core 1.5 mm <sup>2</sup> flexible cable						1 coil	
29	2 core 1.5 mm <sup>2</sup> flexible cable						1 coil	
30	Insulation tape						24 Nos	
31	8W PVC box						10 Nos	

Place:

Date:

Full Signature & Seal of the Authorized Person:



PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY BIDDER  
WITH PART-I TO BE SUBMITTED IN LETTER  
HEAD

UNDERTAKING

I/We, ----- \*(Partner/ Legal Attorney/  
Accredited Representative) of M/s -----, solemnly declare that:

1. I/We am/are submitting Tender for the Work for Supply of Electrical Items for day to day maintenance work against Tender No....., Dated: .....
2. All information furnished by me/us in respect of fulfilments of eligibility criteria and qualification information of this Tender is complete, correct and true.
3. If any information furnished by me/us in support of the information furnished by me/us is found to be false/incorrect at any time, the department may cancel my Tender and action as deemed fit may be taken against me/us, including termination of the contract, forfeiture of Earnest Money and banning/ delisting of our firm and all partners of the firm for a minimum period of 01 (one)year.
4. Our status with regard to GST registration: **GST registered/Unregistered/Registered under Composition Levy** (Strike off whichever is not applicable).
5. I/We have never been banned or delisted by any Govt. or Quasi Govt. Agency or any Public Sector Undertaking.
6. All documents / credentials submitted along with this tender are genuine, authentic, true and valid.

\*Strike out whichever is not required

Place:

Date: -

Full Signature & Seal  
of the Authorized Person:

**(To be filled and submitted with the tender in the  
letter head of the bidder)**

Ref.:-

Dated: - ...../...../.....

To,

CEO  
KERALA BANK  
Cobank Tower, Vikas Bhavan P.O.  
Thiruvananthapuram (CG)

Ref.:- Your NIT No.:- ....., Dated: .....

Dear Sir,

With reference to the above referred NIT we are pleased to offer you our lowest Tender with the following details.

1. Name and Full Address of the firm.....
2. Type/Status of the firm:  
(Indicate whether Company / Partnership firm/ Proprietorship firm, etc.)
3. Name & designation of the person authorized to sign the tender documents:  
(Please submit the copy of authorization with signature duly attested in case the tender is signed by person other than the proprietor / owner of the firm)
4. We have submitted schedule of requirement & technical Bid as per Annexure-I
5. We have submitted signed and stamped copy of all the pages of NIT terms and conditions as token of acceptance of commercial & general terms and conditions of NIT.
6. Our GST No. is .....(Self-attested photocopy proof attached).  
\*Please submit certificate from practicing CA/CMA/CS indicating that the bidder is exempted from GST registration.
7. Our PAN No is..... (Self-attested photocopy proof enclosed).
8. We have submitted Price Bid as per format mentioned under Annexure-II.
9. We have submitted e-payment as per Format-Annexure-V.
10. We have submitted an undertaking as per Annexure-III.
11. Our Registered E-mail ID (Please indicate your firms registered E-mail ID)
12. Our Contact Number:

Full signature & Seal of the  
authorized person  
Name:

**Format for e-Payment**

To

The CEO  
Kerala Bank  
Vikasbhavan P.O.  
Palayam  
Thiruvananthapuram  
Pin-695033

Ref: - Authorization of all our payment through electronic fund transfer system/RTGS/CBS/Intra Bank Transfer.

We, hereby authorize BANK Limited to make all our payments against our bills, Refund of Earnest Money Deposit and Security Deposit, through Electronic Fund Transfer System/RTGS/CBS/Intra Bank Transfer. The detail for facilitating the payments are given below.

*(TO BE FILLED IN CAPITAL LETTERS)*

1. Name of the Beneficiary:.....
2. Address:.....  
..... City  
..... PIN CODE ..... e-mail ID .....  
Telephone No. (With STD Code) .....
3. Bank Particulars:-  
Bank Name :- .....Branch Name.....Bank Branch Code.....  
Branch Address .....  
.....PIN CODE .....  
Telephone No. (With STD Code) ..... FAX No. (With STD Code) .....
4. 9 Digit MICR Code of the Bank Branch (Enclosed copy of a cancelled cheque):
5. 11 Digit IFSC Code of beneficiary Branch:
6. Bank Account Number:
7. Bank Account Type (Tick One): SAVING /CURRENT/ LOAN/ CASH CREDIT/ OTHERS (If Other, Specify)
8. Permanent Account Number(PAN):
9. BANK Vendor Code:

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I/we would not hold the Company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

SIGNATURE (AUTHORISED SIGNATORY)

Name.....

Date.....

(Official Stamp)

**CHECK-LIST**

<b>Type of Document</b>	<b>Details</b>	<b>Yes/No</b>
1) PAN Card	Attach self-attested Copy of PAN Card issued by income tax department.	
2) GST Registration / GST Exemption Certificate	Attach self-attested Copy of GST registration or GST Exemption Certificate as the case may be.	
3) Commercial and Technical Bid	Attach Commercial & Technical bid as per Annexure-I of NIT.	
4) Undertaking	Attach an Undertaking as per Annexure –III of NIT.	
5) Signed copy of NIT	Attach duly sealed & signed copy of NIT (on all pages) as a token of acceptance of Terms & Conditions of NIT.	
6) Other Annexures	Annexure-I, Annexure-II, Annexure-IV have been submitted in company's letter head.	
7) Eligibility/Provenness Criteria	Self-attested Copy(s) of past supply order(s) issued by any Govt. Organizations, Public Sector Undertakings, Private Organizations along with an undertaking on the Letter Head of the bidder that the supply order(s) have been successfully executed.	
<b>(Signature of authorized person with Seal &amp; date)</b>		

**CERTIFICATE FROM THE TENDERER THOSE WHO DOWN LOADED  
TENDER DOCUMENT FROM WEBSITE**

This is to certify that I/We have downloaded this tender document from Kerala BANK website and is being submitted without tempering at any page. Further we understand that in the event of such tempering being detected at any stage or time, Kerala BANK has the right to terminate this work, forfeit the EMD / Security Deposit submitted by us and our firm can be black listed.

(Signature of authorized person with  
Seal & Date)