Premises & Expenditure Department Head Office-Annexe Salem

Ref: PED/ 219 /2023-24



No.27/1, Thirunagar, Hasthampatti, Salem 636 007

Mail: ped@tngb.co.in Ph: 0427 2522 212

Date: 16.09.2023

Sub: Inviting quotation for 1) Supply of Fire Extinguisher, 2) AMC and 3) Refill of Fire Extinguishers installed / to be installed in our Branches.

- 1. Sealer tenders are invited on letter head from the qualified and eligible vendors for 1) Supply, 2) AMC and 3) Refill of Fire Extinguishers installed / to be installed in our Branches. Vendors having experience with similar work and who fulfill the following eligibility criteria need to apply in a sealed envelope addressed to "The General Manager, Tamil Nadu Grama Bank, No.6, Yercaud Main Road, Hasthampatti, Salem 636007" with the words superscribing "Quotation for Supply, Maintenance & Refill of Fire Extinguishers". All the pages of the tender documents should be signed by the Authorized signatory with seal.
- 2. Contract will be for a period of three years.
- 3. Eligibility Criteria:

3.1. Financial:

Average Annual Turnover of Rs. 10 Lacs for the last three consecutive years ending 31st March 2023 supported by audited Balance sheet, in the same field of business of installation and maintenance of fire extinguishers and should also be presently in same line of business.

3.2. Work Experience:

The vendor should produce contract orders and installation certificate along with satisfactory performance certificate from customers for eligible services. The experience of having successfully completed similar works of supply, installation, testing, commissioning, maintenance and repair of fire extinguishers for at least three reputed Public Sector Undertaking/ Organization/State/Central Govt., of which minimum one should mandatorily be Public Sector Bank, during last five years and should have carried out work at a minimum 100 establishments / branches/offices and 500 installations and AMC works of Fire Extinguishers in last 5 years.

- 3.3. <u>Statutory Provisions</u>: They must comply with provisions of Contract Labour Regulations & Arbitration Act, if required for the job.
- 3.4. <u>Applicants having near relatives</u>: Vendors having near relatives in Tamil Nadu Grama Bank may not be considered for AMC. Near relative shall mean spouse, father (including step father), Mother (including step mother), Son (including step son) and / or his wife, grandson, daughter (including step daughter) and/or her husband, brother (including step brother) and/or his wife, sister and/or her husband, Father-in-law, Mother-in-law, Brother-in-law and / or his wife, Sister-in-law and/or his husband. A declaration to this effect should be submitted by the applicant as per Annexure -1.



3.5. Registration Requirements:

- They must have PAN and must submit copies of Income Tax Return of last 3 years, i.e. FY 2020-2021; 2021-22; 2022-2023.
- They must have GSTN.
- The applicant firm/vendor must be registered for the purpose of Service Tax and have a registration number for the purpose.
- Registration certificate under Shops & Establishment Act from State Government is mandatory as on last date of submission of application.

3.6 Authorization Letter

- The vendor should submit the authorization Letter from the Principals/OEM whose products are proposed to be supplied.
- The vendor should either be the original equipment manufacturer of the proposed system
 or a subsidiary company of a manufacturer company for such system or an authorized
 supplier/channel partner of a manufacturer, of a proposed system.
- If the vendor is authorized supplier of the equipment, he shall have back to back agreement with each of the equipment manufacturers, so that direct support for maintenance, spares and upgrades is available for at least 5 years.
- The vendor should have a well-equipped workshop and arrangements /tie up with authorized company (PESO Licensee) for hydraulic testing facility of gas based fire extinguishers and refilling of clean agent, CO2 and ABC stored pressure modular fire extinguishers with sufficient qualified staff with proper qualified technical support in office/workshop. Tamil Nadu Grama Bank reserves the right to visit/inspect Applicant/Manufacturer facilities to ascertain the above facts. The Bank's representatives may visit the applicant's factory site/offices and contact his past clients for verification of information given by the applicant. The applicant will be required to give them the necessary facilities for verification.

3.7. Service Support Office:

- The vendor should have an established office / service center with technical personnel or else must open the said office within a month of AMC allotment (if applicable, undertaking to be submitted As per **Annexure -2**) in the State of Tamil Nadu for providing 24*7 post implementation support. Proof for the same to be submitted.
- The applicant should be prepared to open additional support offices at new centers within the area of jurisdiction of Regional Offices (Coimbatore, Kancheepuram, Villupuram, Thanjavur, Namakkal, Krishnagiri, Madurai, Sivagangai, Thoothukudi, Tirunelveli, Virudhunagar). Complete address, contacts and documentary evidence for the same needs to be provided at the discretion of the Bank. The contact details, especially the telephone numbers, or service focal point/s should remain unchanged during the currency of vendor's relation with Tamil Nadu Grama Bank. In case, these are changed, the vendor would inform the Bank 15 days in advance.



3.8. Selection Process:

- Only the shortlisted vendors would then be invited by the Bank to make a presentation and demonstration of the equipment on their capabilities and their proposed methodology for execution of this project on all the Technical specifications of the Bank at date, time and place (to be intimated by the Bank) at its Head Office, Salem.
- The Bank reserves the right to reject or accept any or all the offers without assigning any
 reasons and also to cancel the contract later by giving one month notice.
- Allotment of work and the area of operation to vendors would be the sole discretion of the Bank.
- Vendors should comply with all statutory and labour laws, rules and regulations of Central/State Govt. at their own cost.
- Training to be provided by vendor on site to Branch Officials. Operator level training should be provided by the vendor at their own cost.
- Incomplete quotes and those received late will be rejected by the Bank. The decision of Bank to accept or reject any quotes for pre-qualification will be final.
- If at any stage the information furnished by the vendor is found to be incorrect the contract
 of the vendor is liable to be canceled at the discretion of the Bank. Bank will not enter into
 any correspondence with vendor except in case of clarification sought with regard to this
 document only if considered appropriate by the Bank.

4. Maintenance of Fire Extinguisher as per BIS 2190:2010

4.1. Scope of work

AMC will be awarded after completion of warranty period counting from the date of handing over the system to the branch/office as per the rate and term & conditions agreed upon by the Bank. The vendor has to perform the AMC work as per relevant BIS standards as well as Bank Instructions. Details of schedule will be given to all successful bidders/contractors for performing maintenance work, Maintenance/Refilling Schedule for Fire Extinguishers and Schedule for Operational Test on Fire Extinguishers to be Refilled/ Operated for Performance Test in Annually Cyclic Manner as per IS: 2190: 2010 (All the maintenance schedule followed by the vendor as per the BIS 2190:2010 either as per Bank Instructions)

- In corrosive environments, it is desirable to have the discharge test carried out at half the frequency mentioned.
- During each visit representative of the firm will give training to the bank's staff in operation and maintenance of the system.
- Apart from the above quarterly visits, all complaints / breakdown calls will have to be attended free of cost within 24 hours for city / local branches and within 72 hours for outstation branches.
- An alternative serviceable unit may be provided in case the existing unit has to be taken out for necessary repairs and the original unit / part shall be refitted after repairs at the earliest.



4.2. Maintenance Schedule

The details of maintenance scheduled are given below:

a) Once in Three Years

ABC powder extinguisher confirming to IS 4308 and IS 14609 respectively.

b) Once in Five Years

- Fire extinguisher, carbon dioxide type (portable and trolley mounted).
- Clean agent fire extinguishers

c) Schedule For Hydraulic Pressure Testing Of Fire Extinguishers

Every extinguisher installed in premises shall be hydraulically pressure tested as per the schedule given below. There shall not be any leakage or visible distortion. Extinguisher which fails in this requirement shall be replaced. The carbon dioxide type and clean agent type fire extinguishers shall be pressure tested every time when the cylinders are sent for recharging (After periodic discharge test or otherwise) to the pressure specified in the relevant Indian

Standard specifications

SI No.	Type of Extinguisher	Interval period for Test Year	Pressure Test Kg/cm2	Pressure Maintained for Min
I.	Dry powder (stored pressure) (IS 13849)	3	35	2.5
ii.	Carbon dioxide IS 2878	5	250	2.5
iii.	Clean agent (IS 15683)	3	35	2.5
iv.	Dry powder (gas cartridge) (IS 2171, IS 10658 and IS 11833)	3	35	2.5

d) Life of Fire Extinguishers

SNo.	Type of Extinguisher	Life span (In Years)
i).	Powder type	10
ii).	Carbon dioxide	15
iii).	Clean agent	10

Note:

- Life of extinguishers shall be considered from date of manufacture of extinguishers.
- In case of failure in hydraulic pressure testing, extinguisher shall be rejected immediately before the life time given above.

e) ABC Type 5 Kg Automatic Modular Fire Extinguisher

Maintenance Scheduled for Maintenance/Refilling/Hydraulic pressure test of ABC type 5 Kg Automatic Modular Fire Extinguisher will be carried out as per the schedule of Dry powder (Stored pressure, IS:13849) as laid down in BIS 2190:2010.

5. Terms and conditions:

a) Tamil Nadu Grama Bank's Right to Accept/ Reject any/or all Application: Tamil Nadu Grama Bank reserves the right to accept/ reject any or all application and to annul the rate contract process and accept/ reject all applications at any time prior to TENDER process or any time after TENDER process, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder of the grounds for Tamil Nadu Grama Bank action.



- b) Tamil Nadu Grama Bank's Right to Split the Service Area Work: Tamil Nadu Grama Bank reserves the right to split and distribute the work among the participating bidders partly or fully amongst the bidder agreeing at lowest quoted rates. Tamil Nadu Grama Bank reserves the Right to Issue Clarifications, Addendums, and Corrigenda etc.
- c) An undertaking that firm is capable of taking up installation, repair and maintenance of Fire extinguishers (including maintenance of existing Fire extinguishers) in rural and far away areas where majority of bank's branches are located is to be submitted as per Annexure-3.
- d) Discrepancies or omission, if found by any bidder, in the terms & conditions of the tender document, or if any clarification is sought by the bidder, a written request, to the application inviting authority, for correction / clarification or interpretation can be submitted up to 5.00PM, 20 Sep 2023 at ped@tngb.co.in. The same will be published in the bank's website.
- e) Quotation should be submitted as per Annexure -4.
- f) The bidder should able to extend their work in Tamil Nadu Grama Bank's existing 656 branches and proposed new branches spread all over Tamil Nadu. Successful bidder should have their own Office set-up at their respective area of operation within 15 days.
- g) If any deviations are found in services comparing to our specifications and requirement, Bank will cancel the order and the vendor will be blacklisted.
- h) The bidder should ensure that the defects reported in the Fire extinguisher supplied to the Bank on any working day is set right within one day. The defect will be reported by the office/branch directly to bidder, may be in the form of oral, telephone, notice, email, or any other mean of communication. The bidder shall generate a complaint number for tracking the complaint status. In case, the system or any equipment cannot be repaired within the stipulated period, the bidder should provide a replacement till the system/ equipment is returned duly repaired.
- i) The bidder shall maintain the data sheet of Fire extinguishers of each Branch with details, such as manufacturing date, date of installation, warranty valid up to, etc. A copy of the Branch wise data sheet of Fire extinguisher (including maintenance of Fire extinguisher) to be provided to the Head Office/Regional Office as well as to the concerned Branch
- j) The bidder should be capable of providing Annual Maintenance Contract (Comprehensive or Non Comprehensive) for at least 03 years post completion of warranty. However, awarding of AMC is fully under the discretion of Bank.
- k) Quotation should be submitted on or before 25.09.2023 @ 3.00 PM.
- The rate quotes should be inclusive of Transportation, Loading & Unloading charges (To be installed/replaced at respective Branches).
- m) Earnest Money Deposit (EMD) Rs.25,000/- should be remitted through NEFT to our bank account No. 10158768274; IFSC: IDIB0PLB001 ('0' Stands for Zero) (OR) Remittance of EMD through Demand Draft in favour of "Tamil Nadu Grama Bank" payable at Salem.



- n) EMD details should be submitted along with quotation as per **Annexure -5** attached herewith, failing which, submitted quotation will be summarily rejected.
- o) EMD amount will be returned to all the unsuccessful quotationers.
- p) EMD amount will be paid to the successful L1 quotationer at the time of final payment.
- q) If the L1 quotationer does not execute the supply/work order or supplied with any deviations in specifications mentioned in the supply/work order, bank will cancel the supply/work order and EMD amount will be forfeited.
- r) "Bid Security Declaration" will not be accepted.
- s) The successful Bidders/ Firms/ Vendors will remain in the list of the Bank for three years from the date of contract or till the completion of next contract period at the Bank's own discretion (whichever is earlier).
 - The Rate Contract will be valid for (03) Three years. Initially work will be allotted for one year (1) and will be renewed on yearly basis up to two more years. On successful completion of first year, renewal for second year will be subject to the satisfactory performance and review by the Department concerned. Revision of rates during the contract period will not be entertained by Bank for whatsoever reasons.
 - Contract will be valid only, if all eligibility criteria mentioned in the Tender Notice are fulfilled during the entire contract period.
 - If the service provided by bidder is found to be poor and unsatisfactory or if at any
 point of time during the Tender process it is found that the information provided by
 bidder is false, the Bank reserves the right to cancel the contract. Bank's decision
 in this regard will be final.
- t) Termination for default: The Bank, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Bidder, may terminate this Contract in whole or in part:
 - If the Bidder fails to deliver any or all of the services within the period(s) specified in the Purchase Order.
 - If the Bidder fails to perform any other obligations(s) under the Contract. In the event
 of the Bank terminating the contract in whole or in part, the Bank may procure, upon
 such terms and in such manner, as it deems appropriate, the related services,
 similar to those undelivered, and the Bidder shall be liable to the Bank for any excess
 costs for such similar services. However, the Bidder shall continue the performance
 of the contract to the extent not terminated.
- u) Force Majeure: The Bidder shall not be liable for penalty or termination for default if and to the extent that the delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions, fires, floods and epidemics.
 - If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably



practical, and shall seek all reasonable alternative means of performance not prevented by the Force Majeure event.

Similarly, Bank shall also be not liable for any delay or failure in providing required infrastructure or support to the bidder to perform its obligations under the contract where such delay or failure is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bank and not involving the Bank's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions, fires, floods and epidemics.

- v) Copy Right/Licence Violation: The bidder shall explicitly absolve the Bank of any responsibility/liability for use of fire extinguisher delivered by the bidder (i.e. the bidder shall absolve the bank in all cases of possible litigation/claims arising out of any copy right/license violation.) for fire extinguisher(s) sourced either from third parties or from themselves.
- w) Responsibility for fault free operation: The Successful Bidder, following the execution of the Contract, will assume total responsibility for the fault-free operation of the fire extinguisher(s) supplied by the bidder during the contract period.
- x) Indemnity: If at the time of supplying, installing / commissioning any fire extinguisher(s) in terms of contract / order or subsequently it appears at any point of time that an infringement has occurred of any patents, trademarks or other rights claimed by any third party, then in respect of all costs, charges, expenses, losses and other damages which the Bank may suffer on account of such claim, the supplier shall indemnify the Bank and keep indemnified in that behalf.
- y) **Subcontracting:** The bidder shall not without the prior written consent of Bank subcontract or permit anyone other than the prime vendor personnel to perform any of the work, services or other performance required of the vendor under this agreement.
- z) The Bidder's performance on the job will be constantly monitored for quality, adherence to the Safety Regulations, Labour / Statutory Regulations, Conduct / Discipline etc, while executing jobs. Any deviations from stated conditions can lead to appropriate deterrent action as deemed fit by Tamil Nadu Grama Bank.
 - Tamil Nadu Grama Bank reserves the exclusive right and absolute discretion to call for tenders for any job or otherwise as deemed fit from open market, even during the validity of the rate contract period.
 - Successful rate contract by Tamil Nadu Grama Bank is no guarantee of any future award of work or inclusion on a particular tender list.
- aa) Resolution of Disputes: All disputes or differences whatsoever arising between the parties out of or in relation to the construction/ meaning and operation or effect of this Rate Contract document or breach thereof shall be settled amicably. If, however, the parties are not able to solve it amicably the same shall be settled by arbitration in accordance with the Arbitration and Conciliation Act 1996 (with latest amendments) and the award made in pursuance thereof shall be binding on the parties. The Arbitrator/Arbitrators shall give a reasoned award. Any appeal will be subject to exclusive jurisdiction of courts at Salem, Tamil Nadu.



- bb) Any delay in completion of the work over the stipulated period will attract penalty of 0.5% of the contract value (site Basis) per week subject to maximum of 10% of the contract value. The Bank reserves its right to recover this amount by any mode, which includes adjusting from any payment to be made by the Bank to the Vendor.
- cc) Bank reserves the right to reject an offer under any of the following circumstances:
 - Incomplete offer and/or all documents not attached.
 - Offer is not in conformity with the terms and conditions stipulated in this document.
 - Specifications stipulated are not met with.
 - If quotations are not submitted in sealed envelope separately.
 - Violates any terms and conditions specified.
 - If found that the information provided in the offer is false.
- dd) Termination for insolvency: The Bank may at any time terminate the contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Bidder, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Bank.
- ee) Termination for convenience: The Bank may terminate the contract in whole or in part, at any time for its convenience by giving 30 (Thirty) days' notice. The notice of termination shall specify that the termination is for Bank's convenience, the extent to which the performance of the service provider/vendor under the contract is terminated, and the date upon which such termination becomes effective. Upon expiry / Termination of the Contract, Vendor shall be responsible to provide a smooth transition plan including all efforts for transfer/assignment of service contracts for uninterrupted continuation of services contemplated under this Contract.
- ff) The offer must include on-site warranty from the date of installation and replacement of components however there should not be any additional cost for the warranty period.
 - Bidder shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipment, accessories, etc., covered by the
 - Bidder must warrant all equipment, accessories, spare parts etc, against any manufacturing defects during the warranty period.
 - During the warranty period the bidder shall maintain the equipment and repair / replace all the defective components at the installed site at no additional charge of whatsoever nature to the Bank.



gg) The following documents are to be submitted

SI No	Subject	Enclosed (Yes/No)
1.	Certificate of Registration of company/dealership	(163/140)
2.	Certificate of registration with Income Tax, GST, EPF,ESI, etc.	
3.	Details of Company owned registered office in Tamil Ned	
	names of employees, address, Tel no., etc.	
4.	IT Returns and GST Return for last 3 years.	
5.	Empanelled with govt./public sector/banks/financial Institutions.	
6.	Presently running contract works and a site of the second and seco	
	Presently running contract work order with govt./public sector/banks.	
7.	ISO/BIS/DEALER certificate.	
8.	Customer Reference (other than Tamil N. J. C.	
9.	Customer Reference (other than Tamil Nadu Grama Bank).	
	Documentation: - product, brochures, leaflets, manuals, warranty conditions etc.	
10.	Certificate that Authorized dealer/Firm/OEM or its Sister Agency	
	have not been blacklisted	
11.	Document(s) in support of any other information.	
12.	Bank Details (Account with Tamil Nadu Grama Bank).	
13.	EMD.	
14.	Undertaking to undertake work in Rural and far away Branches.	
	Self-declaration stating (No NDA A	
	Self-declaration stating 'No NPA Accounts in the name of the	
	Authorized dealer/Firm/OEM or its Sister Agency as per Annexure-6.	

Note: -

- 1. In absence of any of the information/enclosures or/ and FAKE, WRONG, FICTICIOUS, FALLACIOUS, etc reporting, the tender is likely to be rejected.
- 2. The vendor shall produce/provide original of any documents, required by the Bank for Verifications.

Kindly mention in your quote as <u>I accept your terms and conditions</u>.

General Manager

DECLARATION OF NEAR RELATIVES OF TAMIL NADU GRAMA BANK EMPLOYEES

1/11/		
17 vve		
	D/O	
		••••••
by me/us is false/inc	nat none of our relative(s) as defined in the pre- ladu Grama Bank. In case at any stage, it is found correct, Tamil Nadu Grama Bank shall have the t, without any prior intimation to me.	
	s are members of Hindu Undivided family/husband manner as father, mother, son(s) and son's ughter's husband (son in law), brother(s) and brother in law).	
Place:	Author	rised Signatory with Seal
Date:		



Annexure –2

UNDERTACKING FOR SUPPORT OFFICE

I/We	
hereby undertake that I/We shall open office / service center with te 15 days of allocation of contract in the State of Tamilnadu for implementation support, proof for the same to be submitted.	echnical personnel within for providing 24*7 post
The physical verification of the office / service center will be done by found, I/We understand that the AMC is liable to be cancelled.	Bank Official and if any is
Place: Authorised Sign	natory with Seal



UNDERTACKING FOR INSTALLATION, REPAIR AND MAINTENANCE AT RURAL AND FAR AWAY AREAS

I/We	
hereby affirm that our firm is capable of undertarural and far away areas, wherever Bank's branc	aking installation, repair and maintenance in thes are located.
Place:	Authorised Signatory with Seal



Quotation for 1) Supply of Fire Extinguisher, 2) AMC and 3) Refill of Fire Extinguishers installed / to be installed in our Branches

Company Name:

Address:

Quotation for the purchase of Fire Extinguisher with expiry period of **three years** for ABC Powder type and **five years** for CO2 type & HFC-Clean Agent type fire extinguishers all our branches in TamilNadu.

SI.	Туре			S.	
No.	自然 的自然表现的		2 Kg	4 Kg	6 Kg
1	ABC Squeeze grip model ISI Branded	Powder			O Ng
			2 Kg	3 Kg	4.5 Kg
2	CO2 Fire extinguisher	Gas		O Ng	4.5 Kg
			1 Kg	2 Kg	1 1/2
3	HFC - Clean Agent Fire extinguisher	Gas	9	2119	4 Kg
4	ABC Modular Fire extinguisher 5 Kg	Powder			

SI.no.	Particular	Туре	1 Kg	2 Kg	4 Kg	4.5 Kg	5 Kg	6 Kg
1		ABC-Powder			9	nortg	ong	o ng
2		CO2-Gas						
3	Refilling	HFC Clean	1					
		Agent - Gas						
4		ABC Modular Fire						
		extinguisher 5 kg						

Terms & conditions:

- 1. BIS certificate should be enclosed (2019-2020).
- 2. Price inclusive of Supply, Installation, Freight & GST.
- 3. Payment after delivery only.
- 4. Supply to be made within a week.
- 5. Refilling to be made every year.
- 6. Payment for refilling to be made in every three months.
- 7. Warranty should be mentioned.

Date:

Authorized Signatory with Seal



Annexure – 5

From

Date:

To
The General Manager
Tamil Nadu Grama Bank
No.6 Yercaud Road
Hasthampatti
Salem 636007

Sub.: Inviting quotation for 1) Supply of Fire Extinguisher, 2) AMC and 3) Refill of Fire Extinguishers installed / to be installed in our Branches.

With reference to the above Inviting quotation for 1) Supply of Fire Extinguisher, 2) AMC and 3) Refill of Fire Extinguishers installed / to be installed in our Branches in Tamil Nadu Grama Bank Branches, having examined and understood the terms and conditions, we confirm that the offer is in conformity with the terms and conditions as mentioned in the above-cited notification and agree to all the terms and conditions of the subsequent amendments made, if any.

We understand that the Bank has the right to reject the offer in full or in part or cancel the entire process without assigning any reason whatsoever.

We furnish hereunder the details of NEFT/Demand draft remitted/submitted towards Earnest Money Deposit (EMD).

Description	Amount (Rs.)	DD No. / NEFT UTR No.	Date of DD / NEFT	Name of Issuing Bank & Branch
EMD	10,000/-			Dank & Branch

Authorized Signatory with Seal



SELF DECLARATION

I/We		
hereby declare that none of my/our bank accourt on date.	nt(s) is/are classified as N	PA in any Bank as
on date.		
Place:	Authorized Signato	ry with Seal

