



CZO:SECY:2024-25:01

18th APR 2024

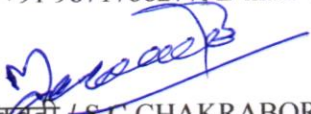
NOTICE INVITING TENDER

Sealed Tenders are invited by Chennai Zonal Office, Central Bank of India, for carrying out electrical audit of their offices at **Zonal Office Premises, 48/49, Montieth Road, Egmore, Chennai - 600008, in Two Bid System (Technical bid & Commercial Bid)** meeting the Under-noted eligibility criteria for carrying out the work specified in the tender document In accordance with the Bank's general conditions of contract, special terms & conditions of Contract & Particular terms & conditions of Contract, Standard specifications, Extent of work, Special instructions to bidders as appended on subsequent pages & Annexures.

Central Bank of India, Chennai Zonal Office invites applications from reputed firms, satisfying the eligibility norms stipulated herein this tender document, for carrying out the electrical audit work at the office premises at Zonal Office Premises, 48/49, Montieth Road, Egmore, Chennai - 600008.

Description of Work	Carrying out Electrical Audit work at various offices of Chennai Zonal Office premise
Place of work	All offices at Zonal Office Premises, 48/49, Montieth Road, Egmore, Chennai - 600008
Cost of work	To be quoted as per the Commercial bid format
Cost of tender	Payment of ₹ 500/- to be made in the form of Banker's cheque / Demand draft payable in the name of "Chennai Zonal Office, Central Bank of India, Chennai".
Earnest Money Deposit	Payment of ₹ 1000/- to be made in the form of Banker's cheque / Demand draft payable in the name of "Chennai Zonal Office, Central Bank of India, Chennai".
	Technical bids without Cost of Tender and EMD amount shall NOT be accepted. The EMD amount will be returned to the un-successful bidders after placing work order by Bank.
Tender Publish Date	18.04.2024
Last date & time for Submission of Bids	08.05.2024 at 1530 hrs
Date & time of Opening of Technical Bids	08.05.2024 at 1600 hrs
Contact person name	Lt Cdr (Retd) Ramesh Prabhu – Zonal Security Officer, Chennai Zonal Office
Contact number	044-28883112, 7824862608
Place of submission of Bids & opening of bids	Assistant General Manager (for Security Department), Central Bank of India Chennai Zonal Office, 48/49, Montieth Road, Egmore, Chennai - 600008
Date of Opening Financial Bids	Will be informed to short listed Bidders who qualify in Technical Bid stage
E-mail id for correspondence	securitychenzo@centralbank.co.in

In order to ensure transparency in Procurement, Tendering, RFP, Purchase etc process Mr Jagdip Narayan Singh, Mobile : +91 9978405930, E-mail- jagadipsingh@yahoo.com and Mr. Trivikram Nath Tiwari, Mobile : +91 9871788277, E-mail- trivikramnt@yahoo.co.in will be the Independent External Monitor.


एस सी चक्रवर्ती / S C CHAKRABORTY
उप आंचलिक प्रमुख / DEPUTY ZONAL HEAD
Chennai Zonal Office, Chennai. *

Invitation for Tender / Bids (Electrical Audit) – Terms & conditions

1. Central Bank of India
2. Chennai Zonal Office, 48/49, Montieth Road, Egmore, Chennai - 600008, invites Sealed Tender/Bids from eligible Electrical consultant / firms for Electrical Audit of their Chennai Zonal Office Premises, 48/49, Montieth Road, Egmore, Chennai - 600008, consisting the following offices:
 - 2.1 ZONAL OFFICE BUILDING (Basement+G+2)**
 - 2.1.1 Basement and Ground floor - Egmore Branch, Chest, Strong Room, Record Room, SAM, ATM & Lift area
 - 2.1.2 First floor to Third - SSB, Audit Office, RAC, Chennai RO, RCC
 - 2.1.3 Fourth to fifth floor - Solar Panels and Lift Room
3. Interested eligible Bidders may submit their response to this tender document at our office located at Chennai Zonal Office, 48/49, Montieth Road, Egmore, Chennai - 600008, before last date for submission of tender documents as mentioned in this tender document.
4. The response to the Tender document is to be submitted in two-bid system, separately in two sealed covers as per the formats given in this tender document super scribing – “Technical / Commercial Bid for the Electrical Audit :
 - a) Technical bid
 - b) Commercial bid.
5. Central Bank of India reserves the right to accept or reject in part or full any or all the offers without assigning any reasons there for at any stage of tender.
6. Date of opening of Commercial bids shall be intimated to technically qualified bidders.
7. The bids submitted late on account of any reasons, whatsoever, will NOT be entertained.
8. Tender documents shall be valid for a period of 90 days from the date of opening of the tender. This shall be binding on all the bidders.
9. Tender document is non-transferable and the selected final bidder shall be executing the work order through their authorized employees only and cannot be given as sub-contract.
10. Rates should be quoted both in words and numbers in the financial bids. No alterations in these figures / words are expected. In case of any alterations / strike off, the amount mentioned in the words shall prevail. All the corrections are to be initialed by authorized signatory of the firm.
11. All the supporting documents submitted along with the tender document are to be signed by the authorized signatory.
12. Bank may negotiate with the L-1 price bidder for further reduction of rate quoted by bidder.
13. Any additions or a deletion in the list of branches is as per the discretion of the Bank.
14. The bidder who carries out the services shall be bound by all applicable laws in the Tamilnadu state and hereby undertakes to comply with all laws, ordinances, rules, regulations, bye-laws, decrees and orders whether of Government or other authority or agency having jurisdiction. Bidder shall be responsible for obtaining and maintaining all licenses, permits, clearances, certifications and authorizations which are necessary for the performance of his obligation under scope of work as mentioned in tender document.
15. The award of work order to the selected bidder is subject to Tamilnadu jurisdiction.

16. In case of any ambiguity or doubt as to meaning of any of the tender clauses / conditions or, if any further information is required, the matter should immediately be referred to Assistant General Manager (for Security Department), Central Bank of India, Chennai Zonal Office, 48/49, Montieth Road, Egmore, Chennai - 600008.
17. Cost of Tender – An amount of ₹500/- shall be deposited in the form of Banker's Cheque / Demand Draft issued in the name of "Chennai Zonal Office, Central Bank of India, Chennai", payable at Chennai, not issued before the date of publication of this tender document. This Banker's Cheque / Demand Draft is to be enclosed along with Technical Bid only. Failure to submit the Cost of Tender by the bidder shall make the document offered by Bidder as Invalid.
18. EMD – An amount of ₹1000/- shall be deposited in the form of Banker's Cheque / Demand Draft issued in the name of "Chennai Zonal Office, Central Bank of India, Chennai", payable at Chennai, not issued before the date of publication of this tender document. This Banker's Cheque / Demand Draft is to be enclosed along with Technical Bid only. Failure to submit the EMD by the bidder shall make the document offered by Bidder as Invalid. The EMD shall be refundable to the bidder's post placement of work order with L-1 bidder. The EMD of the L-1 bidder shall be returned only after satisfactory completion of work as per the terms of the tender document.
19. It is the responsibility of the bidder to ensure that their firm participating in the bidding process meets all the eligibility criteria stipulated by the Bank and necessary documents are enclosed wherever required. During the course of evaluation of bids, if Bank requires any documentary evidence required for evaluation, the same shall be intimated and bidder is expected to submit within reasonable time period. In case the documentary evidence could not be submitted within stipulated time period, Bank may discard the proposal submitted by the Bidder. All participating Bidders are requested to check the documents wherever required and be included in the technical bid at the initial stage itself.

20. Eligibility criteria of the bidder:

The bidder / consultant / firm / company have to fulfill the following criteria:

- (a) Proper infrastructure/ office in Tamilnadu or at any other location in the state of Tamilnadu.
- (b) The bidder should have 5 years experience in execution of similar works (supporting documents to be annexed in technical bid).
- (c) The bidder should be an income tax assessee and should have filed income tax return for the last 3 assessment years. (Supporting documents to be annexed in technical bid)
- (d) The bidder should be profit making in the last 3 years.
- (e) Average financial turnover for the last 3 financial years should be minimum Rs.10 lakh per year.
- (f) Bidders are required to submit their full bio-data giving details in the enclosed proforma about their organisation, experience, technical personnel in their organisation, competence etc.
- (g) The minimum educational qualification of electrical auditor / consultant should be a diploma holder in electrical engineering (DEE) or BEE certification by Ministry of Energy and Power. Bachelor degree in electrical engineering will be considered as advantage to firm.
- (h) Bidder should have experience of minimum 5 years of electrical audit in Government / PSU / Nationalized Banks. Out of these work orders executed, atleast ONE order should have been executed in the state of Maharastra.
- (i) The bidder should submit the copy of registration of the firm.

(A) The bidder should have valid sale tax / TIN number / GST number whichever is applicable.

(B) The employees deputed to Branches should carry ID proof at all times along with copy of the work order.

21. All relevant precautions are to be taken by the bidder / electrical auditor while executing the audit work at all locations. The bidder shall be responsible for all injuries to the work or workmen, to persons, animals or things and for all damages to the structural and /or decorative part of property which may arise from the operations or negligence of himself / their employees.

22. Scope of Work:

1. Bidder shall visit all the locations / offices mentioned in the tender document situated at Chennai Zonal Office premise, Egmore and shall identify the snags if any in the present system and document the same.
2. Bidder shall provide SLD (Systematic Line Diagram) of electrical system of the entire Premises in separate sheet for the entire premises in the electrical audit report. A copy shall be provided to Chennai Zonal Office.
3. Bidder shall produce photographs of the problematic areas and also its soft copy format (CD / DVD / pendrive) after execution of audit work.
4. Bidder shall provide technical specification and rating for wire and electrical equipment and recommendations in separate sheet for the Chennai Zonal Office premise.
5. **The estimated cost for the implementation of suggested changes/rectifications along with the detailed tender booklet if any shall be submitted.**
6. No additional charges shall be paid to bidder, apart from the prices quoted in commercial bid.
7. **From the date of issuance of order for conducting the electrical audit, the same shall be completed within 30 days.**

Payment Terms:

The 100% payment for the electrical audit, will be released on submission of:

- A) GST Invoice for the work carried out.
- B) Submission of satisfactory completion certificate along with recommendations for defects observed, if any, duly signed by the Engineer/Officer incharge and Electrical auditor.
- C) Report of electrical audit carried out, SLD diagram,
- D) Minor defect rectification, if any.
- E) Photographs of problematic areas
- F) Technical specification and rating for wire and electrical equipment and recommendations
- G) The estimated cost for the implementation of suggested changes/rectifications along with the detailed tender booklet

Penalty Terms:

Failure to complete the work within the time limit will attract a **penalty of 1% of the total contract value per week subject to a maximum of 10% of the contract value.**

Annexure-1
Electrical Audit Inspection Report

शाखा संख्या:
Branch No.:

शाखा का नाम:
Branch Name:

क्रमांक S.No.	विवरण Description	विवरण Details	टिप्पणी Remarks
1	वर्तमान निरीक्षण की तारीख / Date of current inspection		
2	पिछले निरीक्षण की तारीख / Date of previous inspection		
3	पहले प्रस्तुत अनुपालन रिपोर्ट की तिथि Date of compliance report submitted previously		
4	क्या शाखा से जुड़े एटीएम का निरीक्षण किया जाता है? Whether ATMs attached to the branch are inspected?	हाँ/ नहीं Yes/No	
5	संबंधित बिजली आपूर्तिकर्ता से शाखा को कुल बिजली भार की मंजूरी उपलब्ध है। क्या शाखा 3-चरण या एकल चरण पर चल रही है? Total power load sanction available to the Branch from concerned electricity supplier. Whether branch is running on 3-Phase or Single Phase?	3 फे स / एकल फे स Three phase /Single phase	यदि तीन चरण- वर्तमान वाई चरण वर्तमान बी चरण If three phase- Current Y phase Current B Phase
6	परिसर का कुल कनेक्टेड लोड /Total connected load of the premises		
7	परिसर की मौजूदा अधिकतम बिजली की मांग Existing maximum power demand of the premises		
8	क्या विद्युत भार में वृद्धि की आवश्यकता है? Whether enhancement of power load is required?	हाँ नहीं Yes/No	
9	क्या मौजूदा ऊर्जा मीटर मौजूदा अधिकतम मांग को पूरा करने के लिए पर्याप्त है? Whether existing energy meter is adequate to cater to existing Maximum demand? यदि नहीं, तो किस वृद्धि की आवश्यकता है? If NOT, what is the enhancement required?	हाँ नहीं Yes/No	
10	क्या मौजूदा मुख्य एमसीबी परिसर के कुल कनेक्टेड लोड को पूरा करने के लिए पर्याप्त है? Whether existing main MCB is adequate to cater to total connected load of premises? यदि नहीं, तो किस वृद्धि की आवश्यकता है? If NOT, what is the enhancement required?	हाँ नहीं Yes/No	
11	क्या अर्थ इलेक्ट्रोड का प्रतिरोध मापा जाता है? Whether resistance of the earth electrode is measured?	हाँ नहीं Yes/No	
	मूल्य क्या है और यदि सहनीय सीमा के भीतर नहीं है, तो क्या अतिरिक्त कार्य की आवश्यकता है? What is the value and if NOT within the tolerable limit, whether additional work is required?	हाँ नहीं Yes/No	
12	क्या सभी एमसीबी को पर्याप्त क्षमता और ढीले कनेक्शन की जांच की गई थी? Whether all MCBs were checked for adequacy of capacity and loose connections?	हाँ नहीं Yes/No	
13	क्या सभी केबलों और तारों को पर्याप्त रेटिंग और ढीले कनेक्शन के लिए जांच की गई है? Whether all cables and wires are checked for its adequate rating and loose connection?	हाँ नहीं Yes/No	

14	क्या यूपीएस और उसका बैटरी बैंक ज्वलनशील पदार्थों से सुरक्षित रूप से दूर रखा गया है? Whether UPS and its battery bank is safely placed away from inflammable materials?	हाँ नहीं Yes/No	
15	क्या एयर कंडीशनर के चेंजओवर में उपयोग किए जाने वाले टाइमर और साइनेज बोर्ड बनाने के लिए पर्याप्त क्षमता वाले कॉन्टैक्टर का उपयोग किया जाता है स्वतः चालू/बंद? Whether adequate capacity contactor is used for timers used in changeover of Air Conditioners and for signage boards to make auto ON/ OFF?	हाँ नहीं Yes/No	
16	क्या सभी पैनल बोर्ड और वितरण बोर्ड खोले गए थे और ओवरहीटिंग, ढीले संपर्क, कालापन आदि के लिए जाँच की गई थी? उन स्थानों का विवरण जहाँ अत्यधिक ताप/ढीला संपर्क/कालापन देखा गया है। Whether all Panel boards and distribution boards were opened and checked for overheating, loose contact, blackening etc? Details of locations where overheating / loose contact / blackening is observed.	हाँ नहीं Yes/No	
17	क्या कंप्यूटर, प्रिंटर, फैक्स, मॉडेम, राउटर आदि से जुड़े सभी स्विच बोर्ड खोले गए हैं और ओवरहीटिंग, ढीले संपर्क, ब्लैकिंग आदि के लिए जाँच की गई है? उन स्थानों का विवरण जहाँ अत्यधिक ताप/ढीला संपर्क/कालापन देखा गया है। Whether all Switch boards connected for Computer, Printer, Fax, Modem, Router etc., opened and checked for overheating, loose contacts, blackening etc? Details of locations where overheating / loose contact / blackening is observed.	हाँ नहीं Yes/No	
18	क्या उस भवन में लाइटनिंग अरेस्टर उपलब्ध कराया गया है जिसमें शाखा/एटीएम स्थित है? Whether lightning arrestor is provided for the building in which the Branch / ATM is located?	हाँ नहीं Yes/No	
19	क्या किसी विद्युत उपकरण और वायरिंग के पास पानी का रिसाव देखा गया है? Whether water seepage is observed near any of the electrical equipments and wirings?	हाँ नहीं Yes/No	
20	क्या इस तरह का प्रावधान है कि रात में उपयोग में नहीं आने वाली पूरी विद्युत प्रणाली को एक के माध्यम से अलग किया जा सके आइसोलेटर/औद्योगिक सॉकेट/एमसीबी क्या सामने प्रकाशित साइन बोर्ड का उपयोग किया गया है? क्या बिजली के उपकरणों और गैजेट्स को आइसोलेशन सुविधा/स्विच मिला है Whether provision is there in such a way that entire electrical system which is not in use at night can be isolated by means of an isolator / industrial socket/ MCB	हाँ नहीं Yes/No	
21	क्या सामने प्रकाशित साइन बोर्ड का उपयोग किया गया है? Whether front lit sign board is used?	हाँ नहीं Yes/No	
22	क्या बिजली के उपकरणों और गैजेट्स को आइसोलेशन सुविधा/स्विच मिला है Whether electrical equipment and gadgets have got isolation facility/Switch	हाँ नहीं Yes/No	
23	तार/केबलों का जोड़ बाहर निकलता है या नहीं Whether jointing of wire / cables exit or not	हाँ नहीं Yes/No	

24	क्या परिसर में कोई अवांछित जीवित या मृत तार खुला रखा गया है? Whether any unwanted live or dead wires are kept open in the premises?	हाँ नहीं Yes/No	
25	क्या किसी प्लग और सॉकेट में कोई ढीला संपर्क देखा गया है? Whether any loose contact is observed in any of the plug and sockets?	हाँ नहीं Yes/No	
26	किसी एक्सटेंशन बॉक्स या स्पाइक बस्टर का उपयोग कैसे करें	हाँ नहीं	
	क्या परिसर में किसी एक्सटेंशन बॉक्स या स्पाइक बस्टर का उपयोग किया गया है? यदि उपयोग किया जाता है, तो क्या प्रबंधक को इसे बदलने की सलाह दी जाती है फिक्स्ड स्विच बोर्ड के साथ भी ऐसा ही? Whether any extension box or spike buster is used in the premises? If used, whether Manager is advised to change the same with fixed switch boards?	हाँ नहीं Yes/No	
27	क्या उपयोग की जाने वाली वायरिंग सामग्री, एमसीबी आदि प्रतिष्ठित निर्मित हैं? Whether the wiring materials, MCB etc used are of reputed make?	हाँ नहीं Yes/No	
28	क्या परिसर में आरसीसीबी/आरसीबीओ/ईएलसीबी उपलब्ध कराया गया है? Whether RCCB/RCBO/ELCB is provided in the premises?	हाँ नहीं Yes/No	
29	क्या सभी स्विच गियर जैसे एमसीबी, ईएलसीबी, एसएफयू इत्यादि हैं इसकी कार्यक्षमता के लिए परीक्षण किया गया? Whether all Switch Gears such as MCB, ELCB, SFU etc. are tested for its functionality?	हाँ नहीं Yes/No	
30	क्या पर्याप्त संख्या में धुआं और ताप डिटेक्टर मौजूद हैं और क्या वे काम करने की स्थिति में हैं? Whether adequate number of smoke and heat detectors are in place and also whether they are in working condition?	हाँ नहीं Yes/No	
31	क्या शाखा परिसर में विद्युत कनेक्शन की कोई अनधिकृत टैपिंग देखी गई है? Whether any unauthorized tapping of electrical connection observed in the Branch premises?	हाँ नहीं Yes/No	

कोई अन्य टिप्पणी/सिफारिशें अलग लेटर हेड पर प्रस्तुत की जानी चाहिए।

Any other observation / Recommendations should be submitted on separate letter head.

• इस प्रारूप के साथ रिपोर्ट सलाहकार के लेटर हेड पर प्रस्तुत की जाएगी।

Report along with this format shall be submitted on letter head of the consultant.

* इंजीनियर/इलेक्ट्रिकल सलाहकार के हस्ताक्षर एवं मोहर

Signature & Stamp of the Engineer/Electrical Consultant

निनाक/Date:

स्थान/Place:

इंजीनियर/विद्युत सलाहकार का नाम

Name of Engineer/ Electrical Consultant

उपरोक्त बिन्दुओं के साथ-साथ निम्नलिखित बिन्दुओं पर भी निरीक्षण किया जाना है:

Along with the above points, inspection is also to be carried out:

32	क्या शाखा सेटअप को चलाने के लिए उपलब्ध सभी उपकरण जैसे कंप्यूटर, नेटवर्क उपकरण (स्विच, राउटर, मॉडेम आदि) केवल यूपीएस पॉइंट से जुड़े हैं या नहीं। Whether all the equipment available for running the branch setup like computers, network equipment (Switch, Router, Modem etc) are connected to UPS points only or not. यदि नहीं, तो यूपीएस से नहीं जुड़े उपकरणों का विवरण। If not, details of equipment not connected to UPS.	हाँ नहीं Yes/No	
33	शाखा में यूपीएस सपोर्ट समय की जानकारी दी जाए। एएमसी/प्रेवेंटिव मेंटेनेंस रिकॉर्ड की जांच की जानी है। UPS support time at the branch to be informed. AMC / Preventive maintenance record checking is to be carried out.		
34	प्रत्येक ऑन-साइट एटीएम के लिए, ऑडिटर से बिजली आपूर्ति बिंदुओं के स्थान को सत्यापित करने की अपेक्षा की जाती है। क्या यह आम जनता के लिए सुलभ है या नहीं? For each On-site ATM, auditor is expected to verify location of power supply points. Whether the same is accessible to general public or not?		
35	यदि कोई सब-मीटर स्थापित है, तो उसके स्थान का विवरण, और उसकी कार्यशील स्थिति। In case any sub-meter installed, location details thereof, and the working condition of the same.		

**ऑन-साइट एटीएम के मामले में, रिपोर्ट उपरोक्त प्रारूप के अनुरूप अलग से प्रस्तुत की जानी चाहिए।

****In case of On-site ATMs, the report should be submitted separately in line with above format.**

अनुलग्नक-जोनल कार्यालय को प्रस्तुत की जाने वाली रिपोर्ट

Annexure –Report to be submitted to Zonal Office

आंचलिक कार्यालय परिसर में प्रयुक्त उपकरणों का विवरण:

Details of Equipment used at the Zonal Office premise:

आंचलिक कार्यालय परिसर में उपयोग किए जा रहे विद्युत उपकरणों का विवरण संक्षेप में नीचे दिया गया है:

Details of electrical appliances being used at the Zonal Office premise to be summarized as below:

S.No.	मद का नाम Item Name	शाखा यूआईएसएस इरकनेक्ट में उपयोग किए गए उपकरणों की संख्या No. of equipment used at branch	यूपीएस पर कनेक्टेड है या नहीं अगर कोई हो तो कनेक्शन Connected on UPS or Not	अवलोकन, यदि कोई हो Observations if any
1	नेटवर्क स्विच Network Switch			
2	नेटवर्क राउटर / Network Router			
3	नेटवर्क मॉडम /Network Modem			
4	गेटवे पीसी / Gateway PC			
5	क्लाइंट सिस्टम / Client Systems			
6	80-कोल प्रिन्टर /80-Col printers			
7	132-कोल प्रिन्टर 132-Col printers			
8	स्कैनर / Scanner			
9	लेजर प्रिन्टर / Laser Printer			
10	फैक्स / Fax			
11	लाइट्स / Lights			
12	फैन/कूलर Fans / Cooler			
13	एटीएम के मामले में एसी यूनिट (स्प्लिट/विंडो) अलग से निर्दिष्ट करें AC Units (split / Window) In case of ATM, specify separately			
14	डीजी/जनरेटर उपलब्ध है या नहीं DG / Generator available or not			
15	/यूपीएस क्षमता / UPS capacity			
16	यूपीएस की बैटरियों की संख्या No. of batteries of UPS			
17	ऑन-साइट एटीएम विवरण On-site ATM details			
18	सीडीके/एमएफके की उपलब्धता Availability of CDK / MFK			
19	/ पासबुक प्रिन्टर / Passbook printer			
20	नकदी गिनने की मशीनें Cash counting machines			
21	सीसीटीवी एवं सभी कैमरों की कार्यप्रणाली CCTV & functioning of all cameras			

22	फायर अलार्म/चोरी अलार्म Fire Alarm / Burglary alarm			
23	इन्वर्टर विवरण, यदि कोई हो Inverter details, if any			
24	तिजोरी में टाइम लॉक सिस्टम Time lock system at vault			
25	कोई अन्य वस्तुएँ - कृपया निर्दिष्ट करें Any other items – please specify			

अनुलग्नक - सारांश रिपोर्ट/ Annexure – Summary Report

मुंबई महानगर आंचलिक कार्यालय परिसर के लिए अनुशंसाओं का सारांशः:
Summary of Recommendations for Chennai Zonal office premise:

क्रमांक Sr. No.	लोकेशन विवरण Location Details	अवलोकन Observation	पाई गई कामियों के लिए सिफ़ारेश. Recommendation for defects observed.

समग्र जोखिम रेटिंग - उच्च/मध्यम/निम्न
Overall Risk Rating – High / Medium / Low

TECHNICAL BID

1. फर्म / संगठन के बारे में मूलभूत जानकारी:

Basic Information about the Firm / Organization:

S.No.		विवरण Details	संलग्न दस्तावेज़ Documents Enclosed?
1	फर्म/कंपनी का नाम और पता Along with Address		
2	सम्पर्क करने का विवरण व्यक्ति का नाम: फ़ोन नंबर. फ़ैक्स नहीं। ई-मेल आईडी: मोबाइल नंबर: वेबसाइट विवरण, यदि कोई हो:Contact Details Name of person: Phone No. Fax no. E-mail id: Mobile Number: Website details if any:		
3	स्थापना का तारीख और वर्ष (संबंधित दस्तावेज़ संलग्न करें) Date and year of establishment (Enclose relevant documents)		
4	संगठन का प्रकार (एकमात्र मालिक/साझेदारी/प्राइवेट लिमिटेड/सहकारी निकाय आदि) Type of organization (Sole proprietor / partnership / private ltd/ co- operative body etc)		
5	पंजीकरण का विवरण (दस्तावेजी साक्ष्य संलग्न करें) Details of registration (Documentary evidence to be enclosed)		
6	सरकार के साथ निष्पादित विद्युत लेखापरीक्षा कार्य आदेशों का विवरण / पीएसयू / राष्ट्रीयकृत बैंक आदि (दस्तावेजी साक्ष्य संलग्न करें) Details of electrical audit work orders executed with Govt / PSU / Nationalized Banks etc. (Documentary evidence to be enclosed)		
7	फर्म का वित्तीय विवरण (दस्तावेजी साक्ष्य संलग्न करें) Financial Details of the firm (enclose documentary evidence)		
8	विद्युत लेखापरीक्षा कार्यों में अनुभव के वर्षों की संख्या (प्रमाण पत्र संलग्न करें) No. of years of experience in electrical audit works (Certificate to be enclosed)		
9	पिछले 3 वर्षों का आयकर रिटर्न और बैलेंस शीट (दस्तावेजी साक्ष्य संलग्न करें) Income tax returns & balance sheet of the last 3 years (documentary evidence to be enclosed)		

10	इलेक्ट्रिकल ऑडिटर/इंजीनियर/इंस्पेक्टर का नाम (योग्यता सहित पूर्ण विवरण) (दस्तावेज़ संलग्न करें) Name of electrical auditors / engineer / inspector (full details along with qualifications) (enclose documents)		
11	क्या विद्युत लेखापरीक्षक/अभियंता/निरीक्षक है वैध बीईई प्रमाणीकरण (प्रमाणपत्र संलग्न करें) Whether electrical auditor / engineer / inspector is having valid BEE certification (enclose certificate)		
12	/आयकर पैन नंबर / Income tax PAN number		
13	/जीएसटी नंबर / GST number		
14	क्या किसी इंजीनियर/इलेक्ट्रिकल ऑडिटर के पास है ऊर्जा दक्षता ब्यूरो से ईए पंजीकरण? यदि हां, तो दस्तावेजी साक्ष्य संलग्न करें। Whether any of the engineer /electrical auditor Is having EA Registratoin from Bureau of Energy Efficiency? If yes, enclose documentary evidence.		

Annexure –Compliance of terms and conditions -in Technical Bid

I / we have read and understood the instructions and the terms and conditions contained in the tender document.

I do hereby declare that the information furnished in the response to tender document and other supplementary sheets is correct to the best of my / our knowledge and belief.

In case of selection of my / our bid for electrical audit work, we shall be carrying out the electrical audit work in accordance with the terms and conditions there of.

Signature of Authorized Signatory: _____

Name of Authorized Signatory: _____

Designation: _____

Address of firm: _____

Place:

Date:

Annexure -Commercial Bid

To

Assistant General Manager (for Security Department),
Central Bank of India, Chennai Zonal Office,
48/49, Montieth Road, Egmore, Chennai - 600008

Reg: Commercial Bid for Electrical Audit

With reference to tender document for electrical audit for Chennai Zonal Office premise, Egmore, we are pleased to offer our best quote for carrying out the work as mentioned in the scope of work. We confirm that the electrical audit reports shall be submitted to concerned Office in prescribed formats as per the scope of work.

S.No.	Description of work	Rate (Rs.)	GST & other applicable taxes	Total amount (Rs.)
1	Electrical Audit of offices/other establishments and their onsite ATMs as per the details mentioned in the tender notification. The rate shall include labour cost, travelling, equipment handling etc. ALL WORKS as per the SCOPE OF WORKS OF TECHNICAL BID			
TOTAL:Rupees				
.....-Only (Including all applicable taxes.)				

We understand that in case of difference of amount mentioned in words and numbers, the value mentioned in words shall prevail to decide on the L-1 Bidder.

निविदा दस्तावेज़ में उल्लिखित सभी नियम और शर्तें हमें स्वीकार्य हैं और हम पर बाध्यकारी होंगी। All terms and conditions mentioned in the tender document are acceptable to us and shall be binding on us.

SUMMARY OF OFFICES OF CHENNAI ZONAL OFFICE PREMISE, CHENNAI

- (a) Basement and Ground floor - Egmore Branch, Chest, Strong Room, Record Room, SAM, ATM & Lift area
(b) First floor to Third - SSB, Audit Office, RAC, Chennai RO, RCC
(c) Fourth to fifth floor - Solar Panels and Lift Room

(फर्म की मुहर के साथ बोलीदाता के हस्ताक्षर)
(Signature of Bidder with Seal of Firm)

बोलीदाताओं द्वारा प्रस्तुत किए जाने वाले दस्तावेजों की जांच सूची

बोलीदाताओं से अनुरोध है कि वे नीचे उल्लिखित संलग्नकों की जांच करें। सूची केवल सांकेतिक है, संपूर्ण नहीं।

CHECK-LIST FOR DOCUMENTS TO BE SUBMITTED BY BIDDERS

Bidders are requested to check the enclosures mentioned below. The list is only indicative and not exhaustive.

Details of Firm:

1. Contact Details
2. Checking for experience details as per requirements mentioned in Tender document
3. Income Tax assessment returns for last 3 years
4. Balance Sheet Statement
5. Details of PAN Card, GST provided
6. Cost of tender – Rs 500/- and EMD amount – Rs.1000/- in form of DD to be enclosed in Technical Bid
7. Commercial Bid in prescribed format without any alterations / corrections
8. Compliance Letter to Bank on tender document on Company's letter head
9. Copies of Previous Work orders executed by the bidder
10. Two separate sealed envelopes – Technical Bid & Commercial Bid prepared
11. Supporting documents, certification of employees, firm etc are enclosed.
12. Financial turnover of the bidder is exceeding Rs.10 lakh for last 3 years and is profit making.
13. Other relevant documents.

टिप्पणी

यह मूल भाग का अंग्रेजी अनुवाद मात्र है, कोई भी विसंगति उत्पन्न होने पर मूल भाग मान्य होगा।

NOTE

It is mere translation of original part English, any discrepancy arises original part will be valid.