

TENDER FOR SUPPLY AND INSTALLATION OF AIR CONDITIONER FOR BANK'S EXECUTIVE FLATS, AT WESTERN HEIGHTS, NEAR D.N.NAGAR METRO STATION, ANDHERI, MUMBAI - 400058

Bank of Baroda Invites Tender from authorized distributors/supplier for **SUPPLY AND INSTALLATION OF AIR CONDITIONER FOR BANK'S EXECUTIVE FLATS, AT WESTERN HEIGHT, NEAR D.N.NAGAR METRO STATION, ANDHERI, MUMBAI**

Tender form has to be downloaded from the Bank's website www.bankofbaroda.com (tender section). Application form available on website alone needs to be used. Tender forms will be available on the bank's website from **12/06/2018** till **03/07/2018** upto **3:00 p.m.**

Sealed tender shall be submitted in two separate envelopes consisting of the following:

1. Cover 1 : Authorization letter from OEM, Technical details of Bidder
2. Cover 2 : Price Bid

Cover 1: Technical Bid containing authorization letter of supplier of AC of approved make for which offers have been submitted.

Price Bid should be placed in another cover and super scribed " **PRICE BID FOR SUPPLY AND INSTALLATION OF AIR CONDITIONER BANK'S EXECUTIVE FLATS, AT WESTERN HEIGHT, NEAR D.N.NAGAR METRO STATION, ANDHERI, MUMBAI** and submitted in the tender box kept at the following address:

**The General Manager
(Facilities Management, COA & DMS)
Baroda Corporate Centre, 1st Floor
C – 26, G - Block,
Bandra Kurla Complex,
Bandra (East), Mumbai 400 051**

FORM OF TENDER

To,
The General Manager
Facilities Management, COA & DMS Dept
Baroda Corporate Centre,
C – 26, G - Block,
BKC, Bandra East
Mumbai-51

Dear Sir,

Re: TENDER FOR SUPPLY AND INSTALLATION OF AIR CONDITIONERS IN BANK'S EXECUTIVE FLATS AT WESTERN HEIGHTS, NEAR D.N.NAGAR METRO STATION, ANDHERI, MUMBAI

Having examined the specifications and schedule of quantities, and satisfying ourselves as to various conditions stated, I/we hereby offer to execute the above works at the respective rates which I/we have quoted for the items in the Schedule of Quantities.

I/we agree to pay GST and other Duties, Royalties and all other applicable taxes prevailing and be levied from time to time on such items for which the same are leviable and the rates quoted by me/us are inclusive of the same.

I/we understand that you are not bound to accept the lowest tender or bound to assign any reasons for rejecting our tender. I/we further understand that Bank of Baroda may award Contracts to more than one Contractor and that I/ we shall make no claims whatsoever if Bank of Baroda accept only a part of my/ our tender. We unconditionally agree to Bank of Baroda's preconditions as stipulated in the tender documents.

Bank reserves the right to terminate our contract and recovery of all the dues to the Bank from the payment receivable by us. Further we may also be barred from tendering in future for the Bank and its subsidiaries.

I/we enclose herewith the completed tender documents duly signed in duplicate.

Yours truly,

[To be signed by the Authorized Representative of
Tenderer holding Power of Attorney]

Place:

Date :

Seal and Signature of Bidder

Mandatory information required to be filled by the bidder

(To be furnished on the letterhead of the bidder in **Cover-1**)

Important:

1. Please type or handwrite in capital letters.
2. Attach copies of the supporting documents.
3. Please use addition sheets if required.

1	Name of the applicant / bidder	
2	Address of the applicant/ bidder	
3	Mobile Number of the applicant	
4	Address of office at Mumbai (With Phone Nos, Email ID & Contact Person detail)	
5	Details of Bidder – Whether Partnership firm, Company, etc. Name of Registering Authority, Date and Registration number. Enclose certified copies of document as evidence	
6	Whether registered with Government / Semi – Government / Municipal Authorities of any other Public Organization and if so, in which class and since when? (Enclose certified copies of document as evidence)	
7	No. of years of experience in the field and details of work in any other field.	
8	Registration of firm under Shop & Establishment Act 1948	
9	Address of Mumbai office through which the proposed work of the Bank will be handled and the Name & Designation of officer-in-charge.	
10	PAN No./GST NO .	
11	Detailed description and value of works done and works on hand of work order of similar value	
12	Empanelment with other Companies/PSUs	
13	Furnish the names of –3- responsible persons along with their designation, address, Tel.No. etc., for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization.	<ol style="list-style-type: none"> 1. 2. 3.

Seal and Signature of Bidder

GENERAL INSTRUCTIONS TO CONTRACTORS AND SPECIAL CONDITIONS

1. Sealed Tenders should be addressed to *The General Manager (Facilities Management, COA & DMS), Bank of Baroda, Facilities Management Department, Baroda Corporate Centre, 1st Floor, C-26, G-Block, Bandra Kurla Complex, Bandra (E), Mumbai – 400 0051* and super scribed **“SUPPLY AND INSTALLATION OF AIR CONDITIONER FOR BANK’S EXECUTIVE FLATS, AT WESTERN HEIGHTS, NEAR D.N NAGAR METRO STATION, ANDHERI, MUMBAI”** so as to reach not later than **3.00 p.m.** on **03/07/2018**.
2. No tender will be received after 3.00 p.m. on 03/07/2018. Requests under any circumstances whatsoever will not be entertained.
- 3 (a) The Tenders will be opened at 3.30 p.m. on 03/07/2018 in the office of The General Manager (Facilities Management, COA & DMS), Bank of Baroda, Baroda Corporate Centre, 1st Floor, C-26 G-Block, Bandra Kurla Complex, Bandra (E), Mumbai – 400 051 or any other office designated for this purpose by him in presence of tenderers or their representatives, should they choose to be present.
- 3 (b) Tenders shall remain open to acceptance by the Bank for a period of 45 days from the date of opening of the tender which period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during this period.
- 4 (a) The tender form must be filled in Hindi / English. The rate and amount should be in figures and words. If there is difference between figures and words, the item written in words will be considered. If any of the documents is missing or unsigned, the tender may be considered invalid by the Bank Representative in its discretion.
- 4 (b) Each of the page of Tender documents should be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of Contract, General Specifications and Special Conditions etc., as laid down. Any tender with any of the documents not so signed will be rejected.
5. The Bank does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.
6. On receipt of intimation from the employer of the acceptance of his/their tender, the successful tenderer shall be bound to implement the contract agreement within **-7-** days thereof, the successful tenderer.
7. A schedule of Probable Quantities in respect of each work and Specifications accompany these Special Conditions. The Schedule of Probable Quantities is liable to alterations by omissions, deductions or additions at the discretion of the Bank. Each tender should contain not only the rates but also the value of each item of work entered in a separate column and all the amounts quoted against various items should be totaled in order to show the aggregate value of the entire tender.

- 8 Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the tenderer and it shall be reckoned from the tenth day after written order to commence the work is issued.

Signature.....

Address.....

.....

Mobile No.....

Date.....

PRICE BID

Sl. No	Description	Qty	Unit	Rate	Amount
A	Supply of Air Conditioner				
1	Hitachi 1.0 Ton 3 Star RSG 312 HBD or equivalent given in the list of material	13	Nos.		
2	Hitachi 1.5 Ton 3 Star RSG 312 HBD or equivalent given in the list of material	30	Nos.		
3	Hitachi 2.0 Ton 3 Star RSG 312 HBD or equivalent given in the list of material	14	Nos.		
	Total (Excluding Tax)	57			
	Add Taxes as applicable				
	Sub Total – A (including Taxes)				
B	Installation Charge per AC	57	Nos.		
	Add Taxes as applicable				
	Sub Total – B (including Taxes)				
	GRAND TOTAL (A + B)				

In Words:

List of Approved Makes

Hitachi, O-General, Daikin

Seal and Signature of Bidder