



**INSTITUTE FOR DEVELOPMENT AND RESEARCH IN BANKING TECHNOLOGY
(ESTABLISHED BY RBI)**

**TENDER FOR
SUPPLY OF FIRE EXTINGUISHERS ON BUYBACK BASIS IN IDRBT PREMISES,
MASABTANK, HYDERABAD, TELANGANA-500057.**

IDRBT Ref. No. : IDRBT/EST/SMB/158/2024 - 2025

Name of Bidder: _____

Address: _____

Date of Release of Tender : On 11-10-2024

Last date of Submission of tender : Before 15:00 Hours on 21-10-2024

Ref: IDRBT/EST/SMB/158/2024 - 2025

Dated – 11/10/2024

Limited Tender for Supply of Fire Extinguishers on Buyback Basis

A Sealed Tender is invited from SBI Empaneled Vendors for Supply of Fire Extinguisher Cylinders as per specifications mentioned in the “Annexure –D” & “Annexure –E”.

The last date of submission of filled in tenders in the tender box is 21.10.2024 up to 15.00

Hours at our office address mentioned above.

The tender application must be accompanied by **EMD (Earnest Money Deposit) of Rs. 14000/- (Fourteen thousand only)** by DD in favor of IDRBT payable at Hyderabad (FDR's will be not be accepted). EMD of unsuccessful bidders will be refunded without interest after finalization of tender. Tender without EMD will be rejected. No Brokers/Intermediaries shall be entertained. The Director, IDRBT reserves the right to accept or reject any or all offers in full/part without assigning any reasons whatsoever.

Tender shall be submitted in a closed sealed Envelope number-3, Super Scribed as **“Tender for Supply of Fire Extinguishers on Buyback Basis”** with Name / Seal of the Bidder and should be addressed to The Director, IDRBT, Castle Hills Road # 1, Masab Tank, Hyderabad-500057 to be dropped in the tender box placed at Security room at the main gate of the Institute . – CONTAINING:

1. **Envelope No 1-**

(a). **EMD of Rs. 14000/-** by DD in favor of IDRBT payable at Hyderabad.

(b). Tender documents, Offer Letter, **Annexure - ‘A’, ‘B’, ‘C’** etc. with seal and sign on each page

2. **Envelope No 2**

Financial Bids (Annexure - ‘D’ & ‘E’) with Quoted rate of specified items.

3. **Envelope No 3** - Both the Envelopes number 1 & 2. **TO BE DROPPED PHYSICALLY IN TENDER BOX PLACED AT IDRBT MAIN GATE.**

General

1. **Delivery & Completion:** - Supply of new Cylinders as per ISI specifications should start **within 15 days from the date of awarding the order** and should be **completed within 30 days** from start of work. Penalty of 1% per week of the total contracted cost will be charged for the delay subject to maximum of 10%.
2. The testing should be carried out with pressure prescribed as per specification of ISI Standard. One or two fire extinguishers of each category should be tested to ensure satisfactory compliance. Cost of testing will be borne by the Bidder.
3. After awarding of order, in case of unsatisfactory services and / or failure to complete the job in time, IDRBT reserves the right to get the work completed at the risk and cost of the bidder and black-list the agency and forfeit the EMD and/or Security Deposit.
4. The EMD of unsuccessful bidders will be refunded without interest after issuing work order to the Successful bidder. However, in case the successful bidder backs out / withdraws before / after the work order is issued, then, his / her EMD will be forfeited and the Bidder / agency will be black-listed.
5. IDRBT reserves the right to cancel one or all tenders without assigning any reasons whatsoever.
6. **Envelope-1** should be super-scribed "**Technical Bid** for Supply of Fire Extinguishers at IDRBT, Hyderabad and shall contain the following:
 - (a) Offer Letter, Annexure A, B, C along with copies of required documents.
 - (b) Tender document duly stamped and signed on each page as token of acceptance of all terms & conditions laid down.
 - (c) EMD of Rs. 14,000/- in the form of DD favoring "**IDRBT**" payable at Hyderabad.

Envelope-2 shall be super-scribed "**Financial Bid**" for Supply of Fire Extinguisher at IDRBT, Hyderabad" and shall contain the following: (**ANNEXURE - D & ANNEXURE- E) only.**

Envelope-3 shall be super-scribed "Tender for Supply fire extinguishers at IDRBT, Hyderabad and shall contain the Envelope number-1 (Technical Bid) and Envelope number-2 (Financial Bid).

Please note that, Rates for Supply of Fire Extinguishers should be excluding GST and in the format given in the tender document ie ANNEXURE - D & ANNEXURE- E. Submission of Financial Bid in any format other than the format provided in the tender document or submitted for some types of Specifications only will not be accepted and the bid will be rejected.

7. **The rates quoted in the Financial Bid shall be inclusive of all Charges whatsoever to complete the work in all respects as per tender conditions. The rates must be quoted in INR only (not in paisa). The Total consolidated Cost for Supply of New Cylinder and Re-filling of Fire Extinguishers in the Financial Bid as in Annexure D would be considered for finalizing the L-1 bidder.**
8. The successful bidder shall have to deposit a sum equivalent to 10% of the Contract Value as Security Deposit with in 7 (seven) days from the date of work order, which in the event of not carrying out the contracted services as per the terms and conditions of the tender, shall be forfeited. Security Deposit in the form of DD favoring. "IDRBT", payable at Hyderabad. Security Deposit without interest will be refunded at the time of final settlement after satisfactory completion of defects liability period of One year.
9. **Initially the Period of contract will be for one Year, which will be further extended by 01 Year (Maximum two extensions of one year each) on same Rates and Terms & Conditions of the said Contract.**

10. Payment to the vendor through NEFT shall be made after satisfactory completion of the work within 30 days on submission of bill / invoice.
11. Disputes, if any, shall be considered to be within the jurisdiction of Courts in Hyderabad.
12. Letter of Authorization to sign Tender documents in case of Public / Pvt. Ltd. Company must be submitted with Tender documents.
13. **Bidders should ensure that the Tenders are received before the due date & time specified above. Tenders received late on account of any reason whatsoever shall not be considered.**
14. Please put initials / sign and stamp on all pages of the Tender Document.
15. **Successful bidder will have to provide training to the employees of the Institute for operating the Fire Extinguishers and also put label on each cylinder indicating date of last and next refilling.**

Offer Letter

**The Director,
Institute for Development and Research in Banking Technology
Castle Hills Road # 1, Masab Tank
Hyderabad-500016**

Dear Sir,

Sub: Tender for Supply of Fire Extinguishers on Buyback Basis.

Having examined the nature and quantum of work relating to above mentioned subject, I/We, the undersigned hereby submit my/our offer.

I/We have submitted EMD of Rs.14,000/- in the form of DD drawn in f/o "IDRBT", payable at Hyderabad, as per details given below:-

I/We agree to deposit a sum of 10% of the Contract Value as Security Deposit on award of Contract and which in the event of not carrying out the contracted services, as per terms & conditions of the tender, shall be forfeited and my/our agency being black-listed.

I/We are a 'licensed agency' in accordance with Fire Prevention and Life Safety Measures Laws in force for carrying out the tendered work (copy enclosed).

I/We have read the general terms & conditions of the tender and agree to abide and comply with the same.

Yours faithfully,

**Name & Signature of Vendor
With Seal**

Date:
Place

TECHNICAL BID

Annexure-A

S.No.	Information sought	Information Provided
1	Name of the Firm (In Block Letters)	
2	Date of Establishment / Incorporation	
3	Registration no. for registration under Companies Act, 1956, if any. (Please enclose photocopy of certificate)	
4	Correspondence address and telephone no. with email id	
5	Address of Head Office (If separate) and Telephone no.	
6	Status Proprietary/ Partnership/ Private Limited Company/ Public Limited Company	
7	Name of the Partners/ Directors	
8	Name of Chief Executive with their present address and Telephone nos.	
9	Name of Representative (s) with Designation who would be calling on us and attending to our jobs and Contact numbers.	
10	Name of Bankers with address & telephone nos. IFSC Code & A/C No.	
11	PAN No. of the Firm (Please enclose photocopy)	
12	GST Registration No (Please enclose photocopy)	
13	Whether the firm has enough capacity for storing required raw materials needed.	
14	Details if registered with any other Government Authority, such as Fire prevention & Fire Safety.	
15	Details of experience of running contract in any office of RBI/SBI/or prestigious P.S.U.s. (Central), (Please fill Annexure-B).	
16	Have you ever Black listed by a PSU/BFSI/Govt/ Semi Govt./Quasi Govt. Department in India as on Date. Annexure C on Rs. 100/- Non Judicial Stamp Paper duly Notarized.	
17	Have you registered on GeM Portal? If yes, Registration No.	
18	Details of EMD	

SEAL & SIGN OF THE VENDOR

Continued on next page...

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(Note: Please type this form or fill it legibly in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number duly authenticating the same with seal and signature and attach it to the form)

Authorized Signatory Signature

NAME:

DESIGNATION:

Name and Address and SEAL OF THE FIRM / COMPANY (Vendor)

Date.....

I / We _____ request Institute for Development and Research in Banking Technology, Hyderabad to consider our bid. We agree to abide by all the ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS of **Tender for Supply of Fire Extinguishers on Buyback Basis** and assure to render the services to the full satisfaction of the Institute.

We further give our consent and undertake that our firm is competent and capable of providing services of the nature of this tender to IDRBT, Hyderabad within the stipulated time as desired by IDRBT.

Dated atthis.....day 2024

Signature with Seal

Name:

Designation:

Note: The Institute reserves the right to accept or cancel tender/bids of any/ of the bidders at their absolute discretion without assigning any reason thereof. Applications received with incomplete information or alteration not authenticated with proper seal and signature will not be considered.

Details of Existing Clients:

(Separate page must be submitted for each Client)

Name of the Company/Agency/Firm	
Address of the Company/Agency/Firm	
Name, designation of contact person with telephone no. and e-mail ID	
Name:	
Designation:	
Landline No.:	
Cell No. :	
Email ID:	
Details of material supplied in last 3 years (Ref. No, date of work order with photo copy of same) (Please attach attested copies of Supply Orders executed or certificate from customer)	

Authorized Signatory Signature

NAME:

DESIGNATION:

NAME & SEAL OF THE FIRM / COMPANY:

Date.....

Note - : Please provide the existing client details of at least three (03) Firms / Companies.

UNDERTAKING

(ON VENDOR'S LETTER HEAD / SEAL & SIGN IN THIS FORMAT)

Ref: IDRBT/EST/SMB/158/2024 - 2025

Supply of Fire Extinguishers on Buyback Basis

(This Undertaking has to be executed on a Non Judicial Stamp Paper of Rs 100/- duly notarized)

We hereby confirm that we have not been blacklisted by any PSU/ BFSI Organization/ Government / Semi Government / Quasi Govt. Departments in India as on date of submission of bid in response to the above.

We also agree with your terms and conditions quoted in tender.

Dated at _____ this _____ day of _____ 2024

Authorized Signatory Signature

NAME:

DESIGNATION:

Name and Address and SEAL OF THE FIRM / COMPANY:

Financial Bid

**The Director,
Institute for Development and Research in Banking Technology
Castle Hills Road # 1, Masab Tank
Hyderabad-500016**

Dear Sir,

Re: Tender for **Supply of Fire Extinguishers on Buyback Basis**

I/We have read, understood all the conditions as per tender document and quote our Rates as under-

S.No	Items	Quantity	Basic Cost per Piece (Excluding GST)		Total Quoted Price
			New Empty Cylinder	Refilling	
{A}	{B}	{C}	{D}	{E}	{F}= D+E
1	New DCP (ABC) squeeze grip cartridge type-4 kg capacity fire extinguisher with all accessories as per IS 15683-2018	100			
2	New CO ₂ Type 4.5 Kg fire extinguisher with all accessories as per IS: 15683-2018	50			
		{G}	GROSS QUOTED PRICE. (Total of Column {F})		
			GST Rate (%) Percentage-		%
3	Total Cost of Buyback of all kinds of old cylinders in as is where is condition				
4	Price for Comprehensive AMC for each 4 KG ABC Type Cylinder as per IS:2190-2014 (Annual Rate for Each cylinder to be quoted which shall be valid for 3 years)				
5	Price for Comprehensive AMC for each 4.5 KG CO ₂ Type Cylinder as per IS:2190-2014 (Annual Rate for Each cylinder to be quoted which shall be valid for 3 years)				

- Note – (1)** Rates quoted should be inclusive of 'Transportation Charges, Technicians fees, Training Exp. TA/DA and all other expenses but **excluding GST.**
- (2) New Cylinder must be ISI of -: **Safex / Firewin /Minimax/ Kanex**
Please Mention or Tick on the Name of the said Company - :
- (3) **The Total consolidated Cost for Supply of New Cylinder and Re-filling of Fire Extinguishers in the Financial Bid [Gross Quoted Price {G} as above] would be considered for finalizing the L-1 bidder.**

Date:

Place:

**Name & Signature of Vendor
With Seal**

Financial Bid

Rates for spares (not to be considered for deciding the lowest quotation)

SL No	Item	Rate (Rs) In figures	GST (%)
CO2 Fire extinguishers			
1	Valve – ISI Mark Only		
2	Bend Pipe / Bend		
3	Horn PVC / ABS/ Horn with bend		
4	Bend handle / carrying bracket		
5	Handle Rubber		
6	Wall bracket		
7	Safety clip		
8	PVC Lock		
9	Label Set		
10	Painting		
ABC Type Fire extinguishers			
11	Valve replacement		
12	Pressure gauge		
13	Discharge nozzle		
14	Discharge hose		

Note

- (1) The price quoted above shall be inclusive of all labor costs etc. but excluding GST. The cost of spares shall not be taken into consideration for deciding the lowest quotation.

(2) Replacement of spares, if required, shall be done only after approval in writing is given to vendor by IDRBT.

**Name & Signature of Vendor
With Seal**

**Date:
Place**

Area of Operation

Sn.	Name of the Office	Location
1	IDRBT Admin Block, EFC Block, Director's Bungalow & Transit House	Masab Tank, Hyderabad
2	L & M Block, Staff Quarters	Begumpet, Hyderabad

**Name & Signature of Vendor
With Seal**

**Date:
Place:**

CHECKLIST

SL.NO.	Parameter	Submitted / Document enclosed YES/NO/N.A.
1	EMD	
2	Annexure A, B, C, D, E	
3	Offer Letter	
4	All the documents to be signed with Seal	
5	Copy of Licensed Agency, in accordance with Fire Prevention & Life Safety Measures	
6	Annexure C on Stamp Paper of Rs. 100/- duly Notarized	
7	Cancelled Cheque (Original)	

**Name & Signature of Vendor
With Seal**