

**FORMAT FOR GEN-SET APPLICATION FOR BANK OF BARODA  
TECHNICAL BID  
(TO BE SUBMITTED IN THE SEPARATE ENVELOPE)**

**Branch Name:-**

Affix Photo
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1	NAME OF CONTRACTOR	
2	ADDRESS	
3	TELEPHONE NO. / MOBILE NO.	
4	E-MAIL ID	
5	NAME OF THE PROPRIETORS/PARTNERS (IN CASE OF NON-INDIVIDUAL)	
6	PAN NO. (ENCLOSE ATTESTED COPY)	
7	GST NO. CERTIFICATE (ENCLOSE ATTESTED COPY)	
8	LIST OF CLIENTS WITH D.G. SET SUPPLIED ON HIRE BASIS WITH DATE AND LOCATION OF INSTALLATION DURING LAST THREE YEARS (ENCLOSE COPIES)	
9	LIST OF CONTRACT IN HAND (ENCLOSE COPIES)	
10	COPIES OF WORK ORDER (ENCLOSE COPIES)	
11	WHETHER CONTRACTOR IS OWNER OF THE GEN- SET	
12	INCOME TAX RETURN FOR THE LAST THREE YEARS (ENCLOSE ATTESTED COPIES)	
13	BALANCE SHEET FOR THE LAST THREE YEARS (ENCLOSE ATTESTED COPIES)	
14	LICENSE/NO OBJECTION CERTIFICATE FROM LOCAL BODIES TO INSTALL DG SET OUTSIDE THE BRANCH PREMISES (ENCLOSE ATTESTED COPIES)	
15	MAKE OF GEN-SET TO BE INSTALLED (SHOULD BE ISO CERTIFIED/ISI MARKED. (DOCUMENTS TO BE ATTACHED)	
16	CAPACITY OF SOUND PROOF & WEATHER PROOF DG SET IN KVA	
17	WHETHER DG SET IS EFFICIENT AND IS IN WORKING CONDITION OR NEW DG SET	
18	AGE OF THE GENERATOR TO BE INSTALLED	YEARS (SUPPORTING PAPER TO BE SUBMITTED)
19	AVAILABILITY OF AMF PANEL	YES NO

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Regional Office: 78-A, Tambeshwar Nagar, G.T. Road, Nauwabagh, Fatehpur 212601, India

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20	AVAILABILITY OF FUEL GUAGE METER	YES.	NO.
21	AVAILABILITY OF METER FOR MEASURING ACTUAL TIMINING FOR WHICH GENERATOR RUNS.	YES	NO
22	LICENSE/ NO OBJECTION CERTIFICATE FROM LOCAL BODIES TO INSTALL THE DG SET OUTSIDE OF THE BRANCH		
23	WHETHER THE CONTRACTOR/VENDOR POSSESS ADEQUATE TECHNICAL SKILLS FOR RUNNING THE DG SET	YES.	NO.
24	WHETHER THE CONTRACTOR IS PROVIDING THIS SERVICE TO OTHER BANK/INSTITUTION IN THAT AREA (REQUISITE DOCUMENT TO BE SUBMITTED)		
25	EXPERIENCE OF OPERATING AND MAINTAINING DG SET (NO. OF YEARS)	..... YEARS	
26	ARE YOU FINANCIALLY SOUND i.e. CAPABLE OF PROVIDING DG SET SERVICES AT YOUR OWN COST	YES.	NO.
27	ARE YOU DEFAULTER OF ANY BANK'S LOAN/GOVT. AGENCY	YES.	NO.

- I/WE HEREBY AGREE TO ABIDE ALL TERMS AND CONDITIONS STIPULATED BY BANK FOR TAKING GENERATOR-SET ON LEASE.
- I CONFIRM THAT I HAVE VISITED THE BRANCH PREMISES TO ASCERTAIN THE SUITABILITY FOR INSTALLATION OF DG SET AND READY TO INSTALL THE SAME AT MY COST.
- ALL THE INFORMATIONS PROVIDED ABOVE ARE BEST OF MY KNOWLEDGE AND AT ANY STAGE/ TIME IF THE INFORMATION FOUND TO BE WRONG, BANK SHALL HAVE RIGHT TO CANCEL THE BID/ AGREEMENT.

**(SIGNATURE OF CONTRACTOR)**

**Notice to Contractors / Pre – Qualification Eligibility Criteria and Terms & Conditions**

1. Vendor should be resident of the area (proximity of the branch preferably i.e. within district) where branch is situated. In case of Proprietor /Firm /Company /Agency local office should be in the area where branch is situated.
  - a. In case of Individual/Proprietor- Aadhaar card, PAN card and other valid government ID proof/Address proof duly self-attested & GST Registration certificate will be submitted or any other relevant documents.
  - b. In case of Firm/Company/Agency – ID/Address proof of all partners, PAN/TAN card, Registration certificate Memorandum of Association, Article of Association, GST Registration certificate and other necessary attested documents will be submitted. (Whichever is applicable?)
2. Vendor should not be defaulter of bank's loan/ government agency.
3. Vendor should be able to provide manpower during banking hours for look after of DG set. & should possess the adequate technical skill for running the generator sets.
4. Vendor should be financially sound i.e. capable of providing services at their own cost. Vendor should be reputed.
5. Vendor should have license/no objection certificate from the local bodies to install the generator set outside the branch premises. DG set should be efficient and in working condition, preferably new DG set should be installed.
6. In any case, the DG set should be of ISO certified/ISI mark. It should be sound proof and weather proof enclosure in this regard should be submitted and should also be confirm the statutory government noise level norms. Pollution norms in the area must be complied with by Vendor and document in this regard will be submitted.
7. The DG set should be complaint acoustic canopy and of make as under:  
Engine:Cummins/Kirloskar/Geraves/Mahindra/AshokLeyland/Eicher/Jackson/CromptonGreaves /Honda
8. The DG set should have hour meter, volt meter, ammeter, KWH meter, KW meter, frequency meter, RPM meter and a MCCB of suitable rating in operating condition. The vendor will have to supply and install suitable length, size and capacity armored aluminum cable for connection from the DG set MCCB to Bank provided change over switch.
9. The DG set may be provided with AMF panel for automatically running and stop of DG set in occurrence of power failure and resuming.
10. Age of proposed DG set to be installed as on the date of submission of tender should not be more than -3- years. Self-attested copy of Invoice/excise gate pass/delivery challan etc. shall be submitted as proof of age of the generator in technical bid.
11. DG set should be installed with a fuel gauge meter and all electrical work should be done under supervision of a valid "A" class electrical license holder contractor. Expenses in this regard will be borne by vendor only. Any damage caused to the Bank's branch premises during loading, unloading & installation of the DG set will be borne by the Vendor to make it as original finish at his cost.
12. Meter to be installed for measuring timings for which generator actually run. (The cost of meter will be borne by the vendor. Vendor will have to provide a calibrated level indicator in the fuel tank and also jointly maintain a log sheet (Amperes, Voltage, frequency, KWH, KW, RPM, running hours, diesel level) with the Bank and give to Bank a daily day end report of running hours, loading, KWH consumed and diesel used.
13. The services of DG set will be given to the Bank from 9:30 a.m. to 7:30 p.m. on monthly rental basis & even beyond 7:30 p.m. on holidays/Sunday.

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14. If the service of DG set is taken by the Bank before and after the agreed time i.e. 9:30 a.m. to 7:30 p.m. and on Sunday or Holidays, the Bank will pay only the cost of diesel on pro-rata basis for such period as per log book (hours used) to be maintained by Bank & rate of contract.

15. In case DG set provided by vendor breaks down at any point of time, alternate arrangement will have to be kept ready to ensure uninterrupted service. Repairs & maintenance charges are to borne by vendor, if vendor fails to provide the DG set service supply as per agreement, penalty by way of deduction of proportionate rent payable from monthly rent.

16. In case the space is not available at the Branch/Office premises for installation of DG set. It will be sole responsibility of the Vendor to provide the service as per the requirement of Bank at their own cost.

17. All bidder are requested to visit the branch premises to ascertain the suitability for installation of DG set at their own cost during Branch working hours only. Tenderer will have to provide recommended Generator body safety earthing and neutral earthing and standard canopy for DG set at their own cost.

18. The DG set will be provided at Vendor's risk and necessary security will be provided by the Vendor himself. Bank will not provide any security for the generator set. The Contractors shall be entirely responsible for any accident or injury to any personnel including the DG set operator due to installation/operation of the DG set and shall completely and totally indemnify the Bank of any responsibility by entering into the contract for the work.

19. The deployment of operators, if any for running the DG set should comply with all the Labour legislations like Minimum Wage Act of Govt. of India and the State Govt. and any other statutory compliance.

20. The vendor shall strictly comply with the provisions of safety code including obtaining necessary insurance cover/policy to protect Bank's interest on account of loss to any person(s) and or property arising due to faulty installation and running of DG set etc. on the vendor's part.

21. DG set will be insured as per probable risks including Third party insurance (wherever possible). If insurance cover is not being provided by Insurance Company then all probable damages/liabilities will be borne by the Vendor/Proprietor/ Contractor/Firm/Company/Agency. The Contractor will have to arrange for workmen compensation insurance cover for their operating personnel.

22. All types of taxes/ municipal charges, i.e. sales tax, TDS, GST or any other taxes/charges if applicable will be borne by Vendor.

23. Payment will be made through direct credit to account through Transfer/NEFT/RTGS only. No cash/cheque payment will be allowed. TDS/GST or any other taxes applicable will be deducted from payment made as per extant IT Rules. Payment of diesel shall be made on monthly basis after submission of the bill along with proof of the purchase of diesel. Fixed cost for hiring DG will be linked to the contract period & will not be increased during the contract period. No payment will be made until the agreement is executed and the performance security deposit is furnished.

24. Contract will be in two parts, one for hiring DG set i.e.

1. Fixed cost (as quoted in financial bid) and 2. Consumption of diesel expenses (as quoted in financial bid).

25. Fixed cost rate will be fixed for two years and may be reviewed after two years depending on performance. Quoted rate shall include all other duties, taxes, levies, octroi, transport, loading and unloading charges etc. but exclusive of GST. GST shall be admitted additionally, if applicable after submitting bill with GST.

26. The cost of diesel consumed during the month should be paid on the basis of rate per liter per hour as quoted in financial bid. Payment will be made on the basis of cost of diesel on the last day

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of each month. Payment will be made preferably 1st week of every next month after successfully installation/functioning of DG set of particular month.

27. Load of Generator will be exclusive use of branch/office and should not be shared with any other Agency/organization/institution/ or any other use.

28. If the voltage remains less than 220 volts through supply of electricity, it will be essential to provide the generator services for smooth functioning of branch without any additional charges.

29. The vendors are requested to acquaint themselves with the site conditions, terms & conditions, schedule of items and technical specifications of the Tender etc. and should seek requisite clarifications, if required from our Office before participating in tender.

30. Pollution norms in the area must be complied with by Vendor. The vendor shall strictly comply with the provisions of the safety code including obtaining necessary insurance cover/policy to protect Bank's interest on account of loss to any person(s) and property arising due to faulty installation etc. on the vendor's part.

31. In case of any default in services, contract will be terminated with prior notice of one month period.

32. An EMD of Rs. 1000/- should be submitted by Vendor issued by scheduled commercial bank in the form of DD/BC in favour of " Bank of Baroda" Fatehpur payable at Fatehpur. Without submitting EMD bid will be rejected/not considered. Submitted EMD will be returned after termination of contract. No interest will be paid on EMD. EMD of unsuccessful tenderers will be refunded/returned after issuing work order to successful bidder.

33. Contract will be revoked immediately, if selected vendor is failed to install the DG set within stipulated times i.e. -15- days from date of receiving of work order or fails to pay the security deposit as stipulated or fails to commence the work with in stipulated time. EMD will also be forfeited & contract will be terminated.

34. All applicants are also advised to keep on checking our Bank's website for downloading of tender Documents/technical bid/financial bid and others information/ corrigendum etc. and same should be submitted with bid duly signed with acceptance on each page of tender document.

35. Tender not submitted in two separate envelope super scribed as i. Technical bid & ii. Financial bid with proper details will not be accepted. Conditional tender will not be accepted. Every page of Tender will be signed & stamped as acceptance of all terms and conditions by Vendor.

36. Tender shall be opened at 3:30 p.m. on last date of the submission of bid as per advertisement. Technical bid shall be opened first and thereafter Bank shall at its sole discretion fix time and date for opening of Price bid for technically qualified bidders which shall be intimated to the bidders on their given contact details in tender subject to scrutiny of technical bid and tender document. Separate Tender is to be submitted for each branch.

37. Performance Security deposit should be deposited in the form of interest free deposit equal to three months' rent i.e. fixed rent for DG set will be submitted by the tenderer. Performance security deposit will be interest free and will paid back to tenderer on successful completion/termination of contract.

38. The quoted rate should be inclusive of all taxes, levies, transportation, handling charges and other charges/tax etc. Nothing additional shall be paid. However rates should be quoted exclusive of GST if applicable.

39. The offer will be valid for -120- days from the date of opening of tender.

40. The tenderer to whom the contract/work is awarded will have to execute an agreement with the Bank on non-judicial stamp paper of Rs. 100/- (Rs. One Hundred) denomination. Valid stamp paper has to be arranged by Vendor.

41. The Vendor shall not assign the contract to anyone else. He shall not sublet any portion of the contract.

42. The rates quoted by the Vendor shall be firm & fixed and no variation will be allowed in rates on any account. The rate quoted should be inclusive of all taxes, duties, levies etc. imposed by the Central, State Govt. or local administration etc. and as applicable or becomes applicable during the contract period except GST.

43. The Contractor will have to remove the DG sets from the Bank's branch premises within-3- days from the date of termination or closure of the contract at his own cost. Mending of any damage caused to the Bank's branch premises during taking the DG set out from the installation site will be done by the contractor to original finish at his own cost.

44. Any violation in the conditions of contract shall be treated as breach of contract on the Vendor's part for which Bank will be at liberty to cancel the tender/terminate the agreement and may impose the penalty.

45. The vendor shall study the schedule of items, technical specification etc. for its sufficiency considering all the regulations of local authorities and manufacturer and code of standard as applicable at the time of submitting the tender.

46. In case of -3- phase DG set, it will be sole responsibility of the Vendor to ensure proper distribution of load on all the phases. The DG set should however, be capable to sustain unbalanced loading conditions on all the phases. Bank shall bear no responsibility for any kind of failure in the Generator set on account of unbalanced load on the different phases etc. or any other untoward event. The vendor shall keep daily check over the loads on all the phases and will initiate corrective steps under the supervision of valid "A" class license holder electrical contractor.

47. The vendor will provide suitable batteries for the operation of "self-starter" and will maintain the same at his own cost in good working conditions.

48. Time allowed for supply, installation, testing and commissioning of the DG set shall be -15- days from date of work order.

49. If the L-1 bidder fails to commence the work/installation of DG set within stipulated time or back out from performing the work the vendor shall be debarred from participation in future tenders of Bank of Baroda.

50. Bank reserve the absolute right to accept/reject any or all the offers/tenders received without assigning any reason whatsoever.

51. Bank is free to incorporate any other conditions deem fit at the time of assignment of work order.

52. Nothing in this tender shall be construed to create any legal obligation on issuer Bank or its respondents.

I/We have read and understood all the above terms and conditions carefully and undertake to abide by all the terms & conditions

Signature of seal of vendor

Address:

Date:

Mobile no:

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In accordance with double bid system, following information should be provided in two sealed envelopes.

**Envelope no. 1-** Only technical information (As per format of technical bid) viz. capacity of generator, name and other information of the vendor and other related documents should be provided in "Technical Bid" super-scribed envelopes. An EMD of Rs.1000/- (Rupees One thousand only) is to be deposited in the form of Demand draft/ Bankers cheque issued by a Schedule commercial bank, in favour of "Bank of Baroda, Fatehpur. Without submitting EMD, bid will be rejected/ not considered. No indication as to price aspect to be given in "Technical Bid". Any such indication will leads to rejection of bid.

**Envelope no. 2-** Only financial information (As per format of financial bid) should be provided in "Financial Bid" super-scribed envelopes.

**Envelop no. 3-** Super-scribe the Technical and Financial Bid envelopes as "Application for hiring generator for (Name of the branch) of Fatehpur Region" With name and full address of Vendor/Proprietor/Contractor/Firm/Company/Agency and to keep both Technical and Financial Bid envelopes separately in one sealed envelope and shall be deposited at the address mentioned below on or before 19.09.2023 up to 3.30 PM.

The Assistant General Manager,  
Bank of Baroda  
Regional office,  
Fatehpur Region  
78A, Tambeshwar nagar, G.T.Road  
Nauwabagh, Fatehpur  
Fatehpur-212601

Tender Period- 29.08.2023 to 19.09.2023 by 3.30 pm.

Bids will be opened on 19.09.2023 at 3.30 pm at our Regional Office. If technical and financial bids are not received in separate envelopes the bid will not be considered.

Tender documents can be obtained from Bank's website.

Nothing in this tender shall be construed to create any legal obligation on issuer Bank or its respondents. The Bank reserves the right to reject any/all the applications without assigning any reason, thereof, at any stage. In no event shall issuer bank be liable. Corrigendum, if any, will be issued on Bank's website only.

Date: 29.08.2023

Asstt. General Manager (RH)

Fatehpur Region

**FORMAT FOR GEN-SET APPLICATION FOR BANK OF BARODA****Financial Bid**  
**(TO BE SUBMITTED IN THE SEPARATE ENVELOPE)**

1	NAME OF BRANCH APPLIED FOR	
2	NAME OF APPLICANT / FIRM	
3	TELEPHONE NO./ MOBILE NO.	
4	COMPLETE RESIDENTIAL/OFFICE ADDRESS OF CONTRACTOR (DOCUMENTS TO BE ATTACHED)	
5	CAPACITY OF GEN-SET (SOUND PROOF & WEATHER PROOF)	
6	RENT PER MONTH (FIXED CHARGES) (INCLUSIVE OF ALL EXPENSES SUCH AS COST OF LUBRICANTS, OPERATOR'S COST, MAINTENANCE EXPENSES ETC. AND INCLUDING ALL TAXES BUT EXCLUDING GST)	
7	FUEL CHARGES (CONSUMPTION OF DIESEL PER HOUR)	LITRE PER HOUR

I/WE HEREBY AGREE TO ABIDE ALL TERMS AND CONDITIONS STIPULATED BY BANK FOR TAKING GENERATOR-SET ON LEASE.

**(SIGNATURE OF CONTRACTOR)**