



SAURASHTRA GRAMIN BANK

Head Office: LIC, Jeevan Prakash Building, Wing-2, Mahila College Chowk, Rajkot-360001

Phone:0281—2482421/2482422 Fax:0281—2371127 Web: www.sgbrrb.org

Email: pdsho@sgbrrb.org; sgb99@rediffmail.com



સૌરાષ્ટ્ર ગ્રામીણ બેંક
(ભારત સરકાર, ગુજરાત સરકાર તથા સ્ટેટ બેંક ઓફ ઈન્ડિયાનું સંયુક્ત સાહસ)
મુખ્ય કાર્યાલય
વિંગ-૨, પ્રથમ માળ, એલઆઈસી જીવન પ્રકાશ બિલ્ડિંગ, ટાગોર માર્ગ, રાજકોટ-૩૬૦૦૦૧.
ફોન : ૦૨૮૧-૨૪૮૨૪૨૧, ૨૪૮૨૪૨૨ • Web : www.sgbrrb.org • E-mail : sgb99@rediffmail.com

SGB
સૌરાષ્ટ્રની પોતાની બેંક

E-tender & Reverse Auction for
Empanelment of vendors for
SUPPLY / INSTALLATION /
COMMISSIONING of
SPLIT Air Conditioner

Ref.:SGB/HO/PDS/TENDER/2021-22/1 dated 01-06-2021

The General Manager
Saurashtra Gramin Bank
Head Office,
1ST Floor, LIC Jeevan Prakash Building, Wing 2,
Tagore Road, Rajkot - 360001



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SGB/HO/PDS/TENDER/

Date: 01/06/2021

Notice inviting E-tender & Reverse Auction for Empanelment of vendors for Supply, Installation, Commissioning of Split Air Conditioner.

1.	ISSUE OF E-TENDER	FROM 03/06/2021 TO 23/06/2021
2.	SUBMISSION OF TECHNICAL & FINANCIAL BID	ON OR BEFORE 23/06/2021 (11:59 PM)
3.	OPENING OF TECHNICAL BID	ON 24/06/2020 at 12.00 PM onwards
4.	OPENING OF FINANCIAL BID	ON 24/06/2020 at 04.00 PM onwards
5.	DATE OF REVERSE AUCTION	TO BE NOTIFIED LATER ON

*Bank has solely right for Change in Date.

Saurashtra Gramin Bank invites tenders from vendors fulfilling following criteria in two bid-systems (Technical Bid & Financial Bid) for supply, installation, commissioning of split air conditioners as per the specifications provided in Annexure-B. General terms & conditions, Pre-qualification criteria, are given in tender document. It can also be obtained from bank's website www.sgbrrb.org & also on www.etender.sbi/SBI. The offer should be submitted in two phases,

1st Phase will be E-tendering: Pre-qualification: Technical Bid giving your compliance in Annexure-A. Online form should be filled up on web site - <https://etender.sbi/SBI>

Scanned copy of following documents must be submitted in with Technical Bid and nomenclature should be as mentioned below. In case of non-submission of any of the document bid will be treated as invalid without further reference.

Sr No	Scanned images of following documents to be submitted in soft copy	Nomenclature
1	Signed Annexure-A necessary information & Signed Annexure-B for accepting General Terms & Condition of tender.	Annexure A&B.pdf
2	Profile of company / firm registration certificate and forwarding letter including strength of staff	Profile.pdf
3	Proof of Credit of EMD Rs. <u>25,000</u> and Tender Fee (Non Refundable) of Rs. <u>1,000</u> to Bank A/c. No. 78001648906 with Saurashtra Gramin Bank, Dhebar Road Branch, Rajkot IFSC: SBIN0RRSRGB	Fund.pdf
4	Financial Accounts covering Turnover, Balance Sheet, Profit & Loss A/c and Net Worth for last 2 years (if available)	FY2019_20.pdf FY2020_21.pdf
5	I.T.PAN, GST Certificate	Documents.pdf
6	Empanelment letter with SBI, Public/Private Sector Bank, RRB, Govt. Dept. and others (if any) (desirable)	Empanelment.pdf
7	Reference letters from 3 satisfied clients or 3 existing work order of which preferably two banks. (If Available)	Reference.pdf



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❖ **Pre-qualification criteria (Technical Bid):**

1. Technical bid to be submitted along with Annexure-A & Annexure-B accepting terms and conditions, scanned copies of document list on page no.4 must be submitted as per **Annexure-A**.
2. **Proof of Credit of Rs. 26,000/-** (EMD of Rs. 25,000/- and Nonrefundable Tender Fee of Rs. 1,000/-) to our Bank A/c. No. 78001648906 with Saurashtra Gramin Bank, Dhebar Road Branch, Rajkot IFSC: SBIN0RRSRGB on or before **23/06/2021**. Document evidence should be submitted in online form only.
3. The vendors should have minimum three years of experience handling selling/maintenance of different types of air conditioner.
4. Order value and completion certificate in public sector organization/ Govt. organization preferably in banking sector in last 2 years for Installation, Supplying, and Commissioning of air conditioner to be submitted with technical bid (if available/not mandatory).
5. Copy of **Income Tax PAN, GST Certificate** should be attached in Technical Bid Documents.
6. Details of Model brand/capacity wise must be submitted along technical bid.
7. Any existing empanelment with Govt., SBI or any other public sector/ private bank/ other banks is **desirable**. The list of clients with the satisfactory **performance certificate** from minimum 3 organizations (**out of which 2 preferably be from banking sector**) should be submitted. (if available/not mandatory).
8. The vendors should have omnipresence in all over Saurashtra at all major centers with sufficient staff strength.
9. All attachments must be in A4 Page Setup only.
10. Only technically qualified vendors will be allowed to participate in Financial Bid opening.

Online tendering module will be hosted by **M/s. E-Procurement Technologies Ltd. (ETL)**. ETL will train the bidders for this purpose and they will have to abide by the E-Business rules framed by them and duly approved by the Bank. Since this e-Procurement tender is through online mode, **the Price Bid should not be submitted by any other mean other than e-Procurement tender.**

❖ **Prices are to be quoted most competitive.**

Prices will be inclusive of following:

1. One year onsite comprehensive warranty on whole machine
2. Five years warranty for compressor (replacement of faulty component, equipment and connecting accessories)
3. Installation (including civil work) & Commissioning
4. Supply at locations advised by bank
5. Preventive Maintenance (Quarterly – 04 Visits in a year).

The prices will be inclusive of all above, all taxes, duties and transportation but excluding GST only.



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Only technically qualified vendors will be allowed to participate in Financial Bid opening / reverse auction. Initial L-1 rate for each items will be finalized from financial bid submitted by bidders, i.e. initial rate for 1.5 ton 3 star split models will be finalized from financial bid opening of those technically qualified vendors. Based on initial L-1 rate, reverse auction will be there. Lowest rates in reverse auction will be declared as Final L-1 rates. Final L-1 rates will be offered to all technically qualified vendors. Those vendors who accept final L-1 rates will be allotted supply & installation work as per discretion of bank & as per geographic location/area.

L-1 rate accepting vendor/s will be offered empanelment for 1 year initially with contract extendable to 12 months total up to 2 years after mutual understanding of the bank & vendor. Contract will be there with condition to review their contract yearly by report from branches / offices about service & supply of vendors & if it will be satisfactory, it will be continue for further period.

In order to participate in e-tendering & online reverse auction; vendor should have Digital Signature. For more information on participating for this reverse auction contact **ABC procure**, **Landline: 079-68136856 Mobile: +91-9081000428, 9081000427, 9904406300**
Email: etender.support@sbi.co.in

Yours faithfully,

GENERAL MANAGER



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Annexure - A

To,
The Chairman,
Saurashtra Gramin Bank,
Rajkot - 360001.

Supply, Installation and Commissioning of Split Air Conditoner.

With Reference to your advertisement for **SGB/HO/PDS/TENDER/2021-22/01** dated 01/06/2021, we submit necessary information hereunder:

1	Name & address of the Company/ firm with direct phone numbers	
2	Name of Head/Chief of the company/ firm	
3	Registration No. and date of establishment	Reg No. Dt.
4	Website Address	http://www.
5	Email Address	
6	Present strength of the firm	
	(a) ISO certification, if any	
	(b) Nos. of Staff Members	
7	Average time required to attend the call in case of repair during Installation.	
8	Service centers at (mainly in Saurashtra) (Details regarding item 1 to 5 to be given in sequence in Profile)	Centre At Mo.
9	Tender Fees of Rs.1,000/- + Earnest Money Deposit of Rs.25,000/- Total Rs.26,000/- (Proof to be submitted)	Credited in Bank's A/c. on 78001648906 Date_____
11	Income Tax PAN	
12	Vendors Bank Detail (For Future Transactions)	Bank Name : Bank Address: Bank A/c No.: IFSC Code:
13	GST No. (Submit GST Certificate)	
14	Empanelled with which Bank / Organization	



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❖ DECLARATION

1. I/We hereby declare that the terms and conditions of the tender stated herein and as may be modified/mutually agreed upon are acceptable and binding to me/us.
2. I/We hereby declare that we are not de-barred or de-listed from any Govt. Organization/Banks/Institution etc.
3. I/We have read and understood the press notice, pre-qualification notice & this application form along with annexure and my /our firm fulfills the ELIGIBILITY CRITERIA FOR PRE-QUALIFICATION described in Pre-qualification notice.
4. I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.
5. I/We are authorized to sign and submit these documents for pre-qualification.
6. I /We understand that if any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully and in case of receipt of adverse /unsatisfactory report from other clients / Bankers, the Bank may not consider our application and / or may de-list us and / or may take any appropriate action against us.
7. I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the Bank.
8. I / We understand that this is merely an application & does not entitle us to be necessarily pre-qualified by the Bank and Bank reserves the right to reject all and / or any application without assigning any reason whatsoever.
9. Complaints of repairing/fault will be solved immediately but not more than 2 days of receipt from branches/offices in warranty period of 1 year.
10. I/We will give support while relocation/shifting of air conditioner.

Name of person authorized to sign.	:	
Mobile / Phone No.	:	
Email:	:	

Date:

Place:

Official Stamp:

SIGNATURE OF AUTHORIZED SIGNATORY



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Annexure - B

GENERAL TERMS & CONDITIONS

- 1) The “Financial Bid” should contain prices in detail as per **Annexure-E.**
- 2) **Only those bidders’ financial bid will be open which are technically qualified as per our terms mentioned above.**
- 3) Please quote most competitive unit price for all items. Prices to be quoted must be **inclusive of all expenses even transportation but excluding GST. Please indicate the rate of GST with HSN and expenses included in the prices.** Installation of Air Conditioners is to be done by vendors at sites suggested by Bank.
- 4) The rates quoted by the vendors shall be net so as to include all the requirements (i.e. A.C. installation, Civil Work etc.) described in the contract agreement and no claim whatsoever due to fluctuations in the price of material and labor will be entertained. Though reasonable change in lower side work rates will be entertained if deems fit by bank.
- 5) The Bank, however, reserves the right to call for fresh quotes at any time during the period, if considered necessary.
- 6) The vendor has to quote for **3 Star, 100% Copper Condenser, Split - 1.5 Ton capacity rates for various brands** of air conditioner, Product’s brochures and technical literature should preferably be enclosed. 95% Technical specification as per Annexure-C at least shall be complied with brochures. The vendor must quote prices for the brands mentioned in the Annexure-D.
- 7) **L-1 Amount/Rate will be finalized for 3 Star, 100% Copper Condenser, Split - 1.5 Ton capacity models of various brands initially from financial bid & final from reverse auction.**
- 8) **Lowest rates in reverse auction will be declared as Final L-1 rates. Final L-1 rates will be offered to all technically qualified vendors. Those vendors who accept final L-1 rates will be empaneled. In case of any vendor refuses or fails to provide supply/service as per contract, Bank will terminate their contract, forfeit the EMD & debarred the vendor for suitable period.**
- 9) The bidder after collecting the tender documents should preferably collect branch information from the bank, where Air Conditioners are to be supply. Bidders are advised to go to <http://sgbrrb.org/sgb-networks.html> for complete SGB Branch/offices network. No claim of any nature on any ground on inadequate site information or knowledge or misunderstanding or otherwise in such respects will be admissible later on. Interested parties may contact PDS Dept., SGB, HO for any further clarifications.
- 10) Bank reserves the right to accept the offer of only one vendor in full or more than one vendor(s) in part or reject any or all quotations, without assigning any reason thereof and irrespective of L1 criteria, at any stage.
- 11) The rates quoted once will be treated as final. No alteration either in rates or in tender documents will be entertained.
- 12) If the space in the pro forma is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the pre forma and serial



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number. Separate sheets shall be used for each part. However, the format shall be is per Performa,

- 13) Canvassing in any form in connection with selection is strictly prohibited and the application of such persons /organizations that resort to canvassing will be liable to rejection.
- 14) Rates quoted shall be valid up to **2 YEARS**. Vendors accepting L-1 rates will be offered for 1 year contract with condition to review their contract yearly. The same rates can be extended for additional one year period as per the mutual understanding between Bank and respective vendor(s) based on cost viability of the project and vendor service support.
- 15) Forfeiture of EMD of Rs.25000/- in case of non-acceptance of offer by L1 rate accepted vendor.
- 16) Tender fees of Rs.1000/- (non-refundable) and EMD of Rs. 25,000/-, total Rs. 26,000/- should be credited in one entry as mentioned in prequalification criteria. **The tender offer without aforesaid fees will not be entertained.** Moreover the tenders received after due date will not be accepted.
- 17) Earnest Money Deposit (EMD) of Rs.25,000/- shall be returned to non-successful bidders within 45 days after financial bid opening while successful bidders will be refunded EMD after completion of 1 year's warranty period/contract period which may be retained with Bank as Performance Bank Guarantee in case any dispute arises with vendor. EMD of successful bidders will be converted and retained as Security Deposit and will be returned on expiry of contract, unsatisfied performance EMD will be forfeited.
- 18) **Performance Guarantee of Rs.25,000/- (Rupees Twenty Five Thousand only) shall be kept in PDS Department, HO towards non- supply of the equipment by the firm in any of the branch in allotted Region. The performance Guarantee is liable to be forfeited if the firm fails to supply the equipment within the stipulated time of 15 days or denies to supply machines to any branch as directed by bank / as per bank's requirement.**
- 19) No interest will be paid on EMD/SD/Performance Guarantee.
- 20) The successful bidder(s) to whom the work is awarded will be under direct liaison with PDS Dept., HO Rajkot and has to follow their instructions from time to time.
- 21) The bidder(s) will not be permitted to assign or give subcontract of the work awarded to him/them without prior permission from The General Manager, SGB, Rajkot. The decision of SGB authorities in this regard shall be final and binding to the vendors/bidders.
- 22) The vendor(s) must meet necessary statutory and legal compliances. SGB will not be responsible for any legal action arising out of non-compliance to statutory & other similar legal compliances.
- 23) Any loss or damage caused to the SGB property by the personnel deputed by the vendor will be recovered from the bill of payment of the vendor and the decision of SGB authority in this matter will be treated as final and abiding to the vendor.
- 24) The contact detail of service center, technicians and manager i.e. - telephone numbers, Mobile No., Fax No., E-mail ID, or service focal point(s) to be provided to the PDS Dept., SGB, and HO - Rajkot. In case, there is any change, updated list should be submitted to the bank immediately.
- 25) While deciding upon the empanelment of Firms/ Contractors, great emphasis will be given on



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the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with Bank.

- 26) Decision of the Bank in regard to selection of Firms/ Contractors will be final. The Bank is not bound to assign any reason for acceptance/ rejection of any applications.
- 27) **Delivery & Installation of the Air Conditioner, thereof to be made at our different location of branches/offices. Delivery & installation shall be made within 15-Days from date of purchase order.** In event of delay in installation, the bank reserves the right to cancel the work order and forfeit the security money/deposit. In the event of such cancellation the vendor will not entitled to any compensation. Any delay will be penalized, and amount of penalty so calculated will be deducted at the time of making final payment.
- 28) **The vendor** will be responsible for arranging and procuring all relevant permission/ Road permits etc. if required for transportation of the equipment to the location where installation is to be done. The bank would only provide necessary letters for enabling procurement of the same.
- 29) The material and workmanship shall satisfy the specification content herein. Where the technical specification stipulates the requirement in addition to those contained in the standard codes and specification those additional requirements shall also be satisfied. In the absence of any standard/ specification covering any part of the work covered in this tender document, the instructions/directions of bank will be binding on the contractor. The contractor shall quote as per specification and shall not be accepted to deviate from the same. No alternative offer shall be accepted for the works.
- 30) During the progress of work completed portion of the building may be occupied and be put to use by the owner but the contractor shall remain fully responsible for the maintenance of Heating, Ventilation & Air-conditioning (HVAC) works till the entire work covered by this contract is satisfactorily completed by him and handed over to the owner.
- 31) The Consultants decision to clarify any item under minor changes, minor extras and constructional details shall be final, conclusive and binding on the Contractor.
- 32) In case of Supply of substandard material/acts, contrary to the laid down norms, or on detection of any tendency to cheat the Bank, the contract with the company will be cancelled without prior notice and firms will be delisted or blacklisted from the Bank.
- 33) The location of the HVAC duct and pipe lines, according to the details of the position of building construction and the conditions of executions of the installations.
- 34) **All accessories, hardware's, tools and tackles required for installation of Air Conditioners thereof are part of work and no extra payment will be made.**
- 35) **All piping work should be done with GI saddle with minimum 2 screw fastening, single screw, PVC saddle, nails etc. are not allowed. No loose piping or wiring above false ceiling with only pipe and wire cable lying are allowed.**
- 36) **Work through RCC Beam, column, slab hole, holes in furniture, tiles cutting, etc. required civil and furniture work to complete the work is part of installation and no extra payment will be made for the same. Work includes repairing of the civil and furniture work damage wherever occurred for passing the cables, wires etc.**



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- 37) **Chipping, chasing & Plastering the wall openings in cement mortar 1:6 of 15 mm thick finishing to line and level with sand faced finishing at all levels, including all leads & lifts, scaffolding, curing etc. complete (for Copper & Drain openings in all rooms etc.)**
- 38) That the equipment installed complies with specification in all particulars and is of the correct rating for the duty and site conditions.
- 39) That all items operate efficiently and quietly to meet the specified requirements.
- 40) If it is proved that the installation or part thereof is not satisfactorily carried out then the contractor shall be liable for the rectification and re-testing of the same as called for by SGB at the cost of the contractor. The SGB decision as to what constitutes a satisfactory test shall be final.
- 41) On completion of the HVAC installation a certificate shall be furnished by the contractor countersigned by the Bank's Official, under whose direct supervision the installation was carried out.
- 42) The Vendor shall provide maintenance services whenever required.
- 43) In case of dispute, decision of SGB authority shall be final and abiding to the vendor(s).
- 44) Dispute, if any will be subject to Rajkot jurisdiction only.

:GAURANTEE:

At the close of the work and before issuance of final certificate of virtual completion by SGB, the contractor shall furnish written guarantee indemnifying the owner against defective materials and workmanship for a period of three year after completion. The contractor shall hold himself fully responsible for reinstallation or replacement free of cost to owner, the following:

- 1) Any defective work or material supplied by the Contractor.
- 2) Any material or equipment supplied by the owner, which is damaged or destroyed as a result of defective workmanship by the contractor.
- 3) Any material or equipment damaged or destroyed as a result of defective workmanship by the contractor.



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PAYMENT TERMS

- 1) Advance Payment with Letter of Intent / Purchase Order ---- **NIL**
- 2) After installation at the Site(s), 95% of PO value will be paid subject to satisfactory compliance of Site Acceptance by branches and receipt of warranty agreement.
- 3) Remaining 5% will be kept with SGB as Performance Guarantee, which will be paid on expiry of one year warranty period. Subject to timely submitting/ carried out P.M. Report (i.e.- Quarterly)
- 4) Penalty Beyond 15 days of getting the work order shall attract Rs.50/- per day per unit to a maximum of 5% of the total value of the work order shall be imposed for the delay period. This will cater for penalty for the delay in supply at the branches/offices.
- 5) If site testing and onsite installation at branch cannot be completed within 15 days after delivery, for reasons not attributable to vendor deliverables, no payment will be released. This is, however, subject to inspection of goods by opening the packages at the branch site and, payment will be made after satisfactory installation of equipments.
- 6) No payment, however, will become due in case of any short supply of equipment, delay in carrying out site testing / onsite installation for reasons attributable to the vendor.
- 7) In case of failure on the part of the vendors to provide warranty / sustain repair or maintenance work to the satisfaction of the Branch/Office, SGB authority reserves the right to forfeit EMD/ Security deposit / Performance Guarantee amount kept as security deposit and in case of guarantee bank may invoke the guarantee and any of the dues due to the vendors terminate the contract with immediate effect and will be at liberty to get the Work executed through a separate vendor at the risk and cost of the defaulting vendor.
- 8) The necessary TDS will be deducted as per Central Government norms.
- 9) Bills/Invoices should be detailed/annexed branch-wise separately mentioning GST no. as “24AAHAS2116H1ZS” on Tax Invoice, HSN Codes are to be mentioned separately.



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ANNEXURE- C

TECHNICAL SPECIFICATION

<u>Sr. No.</u>	<u>Technical Requirement</u>	<u>Preferred Brand Only</u>
	<u>HIGH SIDE WORK:</u>	
1	Supplying, providing, installing, testing and commissioning of 3 star rated 1.50 Tone Split A/C with high wall mounted unit. for BANKING AREA.[AS PER 2020, 2021 VERSION] Copper Condenser and 5 years warranty on compressors+ 3 YEAR TOTAL WARRANTY WORK INCLUDES VACUUM TEST, GAS CHARGING , 0.8MM THICK COPPER PIPING , FRLS INSULATION , FRLS 3 CORE INDOOR OUT DOOR CABLES ETC. COMPLETE	VOLTAS CARRIER HITACHI DAIKIN BLUE STAR

***All models should be invariably 100% Copper Condenser.**

	<u>LOW SIDE WORK:</u>	
4	Installation charges for above 1.50 Ton Split A/C including 3.0 RMT copper tubing and electrical wiring connection etc. complete.	1 - No.
5	Refrigerant piping - insulated 0.80mm wall thickness copper tube of Mandav/ Total line make between indoor to outdoor unit beyond 5 Rmt dist. Of 1.50TRHiwall Split unit with 2.5 Sq.mm. 3 Core copper flexible cable of Finolex/ R.R.cable/ Havells /CEI make. The copper piping shall be insulated with 9 mm thick Nitrite rubber insulated of 'O' Class of K Flax/Armaflex/ Superlon Make (Copper pipe concealed in inside wall)	1- RMT
6	25/32 mm Dia UPVC drain pipe with insulation of Dutron/Supreme/Astral make - schedule 40 pipe, white in colour, joint properly glued with UPVC adhesive for water outlet from indoor unit. (drain pipe concealed in inside wall)	1- RMT
7	Providing, Fabricate and Fixing M.S stand Platform for keeping outdoor unit of /Split A/C. with M.S cage for locking of outdoor unit of Cassette/Split A/C.	1- UNIT



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ANNEXURE-D

FINAL TENDER FORM PART- II (FINANCIAL BID DOCUMENT) (Rate for Quantity)

Sr. No.	Particular of Items	Per Unit Rate	Installation	Total
HIGH SIDE WORK:				
	<u>Brand</u>			
1	VOLTAS 1.5 Tone (Split AC)			
2	CARRIER 1.5 Tone (Split AC)			
3	HITACHI 1.5 Tone (Split AC)			
4	DAIKIN 1.5 Tone (Split AC)			
5	BLUE STAR 1.5 Tone (Split AC)			
LOW SIDE WORK				
6	Above 3 meter Refrigerator Piping Charges	Per RMT		
7	Drainage Piping Charges	Per RMT		
8	Outdoor stand	Per Unit		

Initial L-1 Amount/Rate for will be finalized in terms of brand wise model each from financial bid, final L-1 Amount/Rate for will be finalized in terms of brand wise based upon reverse auction.

Lowest Rate (L-1) in reverse auction will be the rate of brand wise A.C./ machine & Bank will offer that to all technically qualified vendor/s. All the vendors accepting final L-1 rates will be allotted work as per discretion of bank. In case of any vendor will fail in service as per contract, Bank will forfeit their EMD & debar them from supplying goods to bank for 3 year period. L-1 rate accepting vendor/s will be offered empanelment for 1 year with condition to extend the empanelment to maximum 2 years after reviewing their contract half yearly. Bank will review service of vendor/s by obtaining report from branches / offices about service & supply of goods, if it will be satisfactory, then only empanelment will be continued for further period.

Official Stamp:

SIGNATURE OF AUTHORISED SIGNATORY