



**సప్తగిరి గ్రామీణ బ్యాంక్**  
**Saptagiri Grameena Bank**  
( Public Sector RRB : Sponsored by Indian Bank )  
Head Office, Chittoor

**P&D Department**  
**Head Office**  
Mob:8886644003 Ph:08572-233598  
E-mail: development@sgbank.in

Date: January 31, 2024

**NOTIFICATION**

**Inviting Sealed Quotations for Supply and Installation of Digital Weighing Scale / Machine for weighing jewels – Table top model to needy branches in Four regions i.e., Gudivada, Vijayawada, Tirupati and Madanapalli of Saptagiri Grameena Bank**

**Saptagiri Grameena Bank**, an RRB sponsored by Indian Bank, with an authorized capital of Rs.2000 Crores, is having 240 branches, spread over across Chittoor, Annamayya, NTR, Eluru, Tirupati and Krishna districts in the state of Andhra Pradesh. Of the 240 branches, 161 branches are in Rural, 59 are in semi-urban and 20 branches are in Urban areas.

Sealed quotations are invited from reputed vendors for supply and Installation of **Digital Weighing Scale / Machine for weighing jewels – Table top model** to needy branches of Saptagiri Grameena Bank.

**The Items must have following minimum standard specifications:**

**Digital Weighing Scale / Machine for weighing jewels – Table top model**

Manufacturing	A renowned and pre-eminent manufacturer
Capacity	Minimum of 600gm
Accuracy	1mg
Readability	0.001g
Repeatability	+/- 1mg or +/- 2mg
Weight Sensor	Electro Magnetic Force Restoration Technology (EMFRT)
Platter Size	Minimum of Dia 110 mm
No. of Display units	Minimum of 2 LED display units
Capacity of Display units	Minimum of 6 digits
Inbuilt Battery	Should be available
Wind Shield	Should be flexible to remove and fix
Stamping Certificate	1 year
Warranty	Minimum 12 Months
Delivery & Installation	Should be within 5 - 10 days from the date of purchase order.

**Mandatory Technical qualifications for participating**

- The vendor is not supposed to have been blacklisted by any Government Department / Public Sector undertaking / Private Sector or any other agency during the last 3 (three) years. Undertaking letter needs to be enclosed (as per Annexure I).
- The vendor should be in the line of activity for at least 5 (five) years. Self-attested documentary proof duly signed by authorized signatory should be enclosed along with quote.
- Vendors should have valid GST Registration No. & it should be clearly mentioned in the quotation. Self-attested copy of the GSTN should be enclosed.
- Authorization letter from Product Manufacturer should be submitted.
- Product Manufacturer should have valid ISO 9001 certificate.
- Vendor should have valid Legal Metrology Licence.



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- Self-attested copies of the certification should also be attached along with quotation.
- Vendor should be able to extend prompt services in our operational area.
- Each and every page should be signed by the vendor and affix seal also.

Security Deposit Specifications	<ul style="list-style-type: none"><li>➤ Non-interest bearing Security Deposit (SD) of Rs.10,000/- (Rupees Ten Thousand Only), towards defect liability period i.e., warranty period, should be remitted through NEFT / RTGS / IMPS for the credit of CA/c No. <b>88618083</b> IFSC - <b>IDIB0SGB001</b>, favoring Saptagiri Grameena Bank, HO: Chittoor.</li><li>➤ No other mode of remittance would be entertained.</li><li>➤ Technical Bid should also include UTR Number for having remitted the SD amount of Rs.10,000/-.</li><li>➤ Technical Bids without particulars of SD would be rejected.</li><li>➤ For successful vendor(s) SD amount will be paid after completion of defect liability period of the last supplied machine / unit during the agreed contract tenure.</li><li>➤ For unsuccessful vendor(s), SD will be returned within 15 working days from the date of finalizing vendors.</li><li>➤ Vendors are advised to incorporate bank particulars for return / refund of SD.</li><li>➤ For those vendors who participate in the bid process, is selected as L1 &amp; fail to execute the order, the SD amount would be forfeited.</li></ul>
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#### Terms & Conditions

- The sealed quotation **should be in Printed Form only**. Hand written quotations will NOT BE ACCEPTED and quote should be in Rupees only.
- Quote should be for the total price inclusive of base rate and GST as per Annexure – I (for illustration purpose only).
- The bank may select multiple vendors for entering rate contract and becoming L-1 is not the only criteria.
- The selected vendors are required to supply and install the equipment at the place of our Branch premises mentioned in the purchase order. No transportation charges for delivery and installation will be paid.
- If L1 fails to supply the item(s) for any reason, the name of such vendor shall be kept under **Block List** and shall not be allowed to participate in future works of the Bank. Subsequently the order will be allotted to the other participant vendors, one who agrees to supply the item(s) at the rate quoted by L1 vendor.
- Applicant must agree for random testing of their products supplied to the bank at their own cost whenever Bank prefers. The place of testing would be decided by the Bank. All costs of testing including transportation and other expenses shall be borne by the vendor.
- Vendors may submit their application duly complete in all respects in a sealed envelope cover superscripted as "Quotation for Supply and Installation of **Digital Weighing Scale / Machine for weighing jewels – Table top model**" and this envelope should contain two separate envelopes superscripted as detailed below:
  - Envelope 1: Technical qualification documents
  - Envelope 2: Price quote
- Terms and conditions for warranty should be clearly specified and any complaint regarding machine / unit functionary should be resolved within 24 hours from the time of lodgment complaint. If any part(s) replacement requires, the same should be completed within 2 days. Beyond two days, vendor has to arrange an alternate to the Branch.
- If the price of the machine / unit gets lower than the quoted price during the contract period then the vendor should charge as per the lowest price. If the price hikes, the rate contract amount only will be paid.



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- Bank reserves the right to reject any or all the quotations and stop the process at any point of time without assigning any reason whatsoever.
- The price will be valid for a period of 12 months or less as decided by the bank.
- Payment would be made only after satisfactory installation of machine / unit at branch / offices, duly certified by our Branch Managers / Regional Managers, i.e., **No advance payment** would be given and accepted rate will be paid, only after completion of work.
- The **last date for submission of sealed quotation is 14.02.2024, up to 03.00 pm** and the date & time of opening sealed Technical quotations is **15.02.2024 at 03.00 pm** and the date & time of opening sealed Price quotations is **16.02.2024 at 03.00 pm** at Saptagiri Grameena Bank, Head office, Chittoor.
- The sealed quotation should be dropped in box which is placed at Development Dept. Head office, Chittoor. Letter cover should be superscripted as "SGBank-Development dept.-Quotation for Supply and Installation of **Digital Weighing Scale / Machine for weighing jewels – Table top model**" and reach the following address either by COURIER or by REGISTERED POST to,  
GENERAL MANAGER  
SAPTAGIRI GRAMEENA BANK  
HEAD OFFICE, 3RD FLOOR,  
SAI YASHUS, VELLORE ROAD,  
CHITTOOR – 517002.
- In case of query, please contact: Mr. Hanuma Kumar Ph: 8886644238 and/or Mr. Chaitanya Raj Ph: 8886644258.

General Manager

Annexure – I (UNDERTAKING REGARDING BLACKLISTING/NON-DEBARMENT)

Annexure – II (PRICE QUOTE FORMAT)

**FORMAT OF UNDERTAKING, TO BE FURNISHED IN COMPANY LETTER HEAD WITH REGARD TO  
BLACKLISTING/NON-DEBARMENT, BY ORGANIZATION**

**UNDERTAKING REGARDING BLACKLISTING/NON-DEBARMENT**

To

The General Manager  
Saptagiri Grameena Bank  
Head Office: Development / Security Department  
#19-565/11,3<sup>rd</sup> Floor, SaiYashus  
Vellore road, Chittoor-517002.

We here by confirm and declare that we, M/s \_\_\_\_\_ is not Blacklisted / De-registered /Debarred by any Government department / Public sector undertaking / private sector / or any other agency for which we have executed /undertaken the works /services during the last 03 (three) years.

For \_\_\_\_\_

Authorized signatory

Date:

**Price Quote Format**  
**(To be typed on the vendor printed letter head)**

<b>S. No</b>	<b>Description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Base Rate</b>	<b>GST</b>	<b>Total</b>
1	<b>Digital Weighing Scale / Machine for weighing jewels – Table top model</b>	Nos.	1			

\*Specifications should be as per notification.

SD paid particulars:

<b>UTR No.</b>	
<b>Date of remittance</b>	
<b>Amount of remittance</b>	<b>Rs.10,000/-</b>
<b>Name of the Bank</b>	
<b>Name of the Branch</b>	

Bank Account Particulars of Vendor:

<b>Name of the Bank</b>	
<b>Name of the Branch</b>	
<b>IFSC</b>	
<b>Amount of refund / return</b>	<b>Rs.10,000/-</b>
<b>A/c No</b>	
<b>Type of Account</b>	<b>Savings Bank / Current Account</b>

Seal & signature of Vendor