



Date: February 21, 2025

**NOTIFICATION**

**Inviting Sealed Quotations for Supply and Installation of Electrical & Networking fixtures to the 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 across Chittoor, Annamayya, NTR, Eluru, Tirupati and Krishna districts in the state of Andhra Pradesh. Of the 246 branches, 166 branches are in Rural, 59 are in semi-urban and 21 branches are in urban areas.

**Saptagiri Grameena Bank** reserves the right to accept or reject, part or all quotations without assigning any reason thereof.

Sealed quotations are invited from reputed vendors for supply and Installation of Electrical & Networking fixtures to needy branches of Saptagiri Grameena Bank.

**Mandatory Technical qualifications for participating**

- The vendor is not supposed to be blacklisted by any Government Department / Public Sector undertaking / Private Sector or any other agency during the last 03 (three) years. Undertaking letter needs to be enclosed (as per Annexure I).
- The vendor should be in the line of activity for at least 03(three) years. Self-attested documentary proof duly signed by authorized signatory should be enclosed along with quote.
- Vendors should have valid GST registration number and PAN of the vendor & it should be clearly mentioned in the quotation. Self-attested copies of the GSTN and PAN should be enclosed.
- Vendor should have valid certification and License from the Govt. Authorities for execution of electrical works and maintain the electrical safety standards. 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.

<p><b>Earnest Money Deposit Specifications</b></p>	<ul style="list-style-type: none"> <li>➤ Non-interest bearing Earnest Money Deposit (EMD) of Rs.50,000/- (Rupees Fifty thousand Only), towards defect liability period i.e., 1 year from the date of PO, the EMD amount should be remitted through NEFT / RTGS / IMPS for the credit of CA/c No. <b>88618083</b> IFSC - <b>IDIB05GB001</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 EMD amount of Rs.50,000/-.</li> <li>➤ Technical Bids without particulars of EMD would be rejected.</li> <li>➤ For successful vendor(s) EMD amount will be paid after completion of defect liability period. i.e., 1 year from the date of PO</li> <li>➤ For unsuccessful vendor(s), EMD 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 EMD.</li> <li>➤ For those vendors who participate in the bid process, is selected as L1 &amp; fail to execute the order, the EMD 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.
- Our bank is having 246 branches spread over across erstwhile Chittoor and Krishna Districts.
- Since our bank is spread across two different geographical areas in erstwhile Chittoor & Krishna Districts, ideally we seek two quotations, one for each. Hence, vendors should provide two financials quotes for each district, even in the event of the rates being same.
- In the event of vendor desirous of serving both the districts also, two financial quotes from each vendor.







- Bank has the right to negotiate / fix the rate for each item with L-1 vendor.
- The bank may select multiple vendors for entering rate contract and becoming L-1 is not the only criteria.
- The L-1 would normally be arrived based on the overall price (total) quoted by the vendor. However, in the event of bank choosing to go for specific item/s, bank would choose to select the items to be supplied / installed. So, Vendor's price would include individual items as well as total price also.
- The selected vendors are required to Supply and Installation of the Electrical & Networking fixtures at the place of our Bank Branch premises as per our requirement.
- Your quotes should include all costs, including logistics. No transportation charges for delivery and installation will be paid. GST portion may be separately given, as given in the annexure -II.
- Supply and Installation the Electrical & Networking fixtures should be done within 10 days from the date of Work Order (WO). If not completed within 10 days from the date of WO, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- In case of non-fulfillment of desired quality as per specifications, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- Bank will not be responsible for any injuries / damages / death of labour occurred during transportation / installation process. Company / Vendor / Dealer have to deal with the compensation process.
- If any bank property is damaged during installation / shifting / movement of the equipment/s, those damages should be compensated by the Company / Vendor / Dealer.
- 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.
- Vendors may submit their application duly completed in all respects in a sealed envelope superscripted as "Quotation for Supply and Installation of Electrical & Networking Fixtures" and this cover should contain "two separate envelopes" superscripted as detailed below:
  - Envelope 1: Technical qualification documents
  - Envelope 2: Price quote (2 quotes for each districts)
- Terms and conditions for warranty should be clearly specified.
- If the price of the item 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.
- 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 for a lesser period as decided by the bank.
- Payment would be made only after satisfactory supply and Installation of Electrical & Networking fixtures 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 06.03.2025, up to 12.00 pm and date & time of opening sealed quotations is 06.03.2025 at 04.00 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, in person.
- Letter, either by COURIER or by REGISTERED POST, superscripted as "SGBank-Development dept.- Quotation for Supply and Installation of the Electrical & Networking fixtures "can also reach us to the following address,

GENERAL MANAGER  
SAPTAGIRI GRAMEENA BANK  
HEAD OFFICE, #4-2195/1-SG, 2nd Floor,  
SGB Towers, Beside DRDA Office, Vellore Road, Chittoor-517002.

- In case of query, please contact: Mr. M V B Chandra Sekhar, Ph: 8886644228.

General Manager

Annexure – I (UNDERTAKING REGARDING BLACKLISTING/NON-DEBARMENT)  
Annexure – II (PRICE QUOTE FORMAT)





**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

Annexure – I

**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  
#4-2195/1-SG, 2nd Floor  
SGB Towers, Beside DRDA Office  
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:







**Annexure – II**

**Price Quote Format**

**Area of Service: Chittoor / Krishna (To be typed on the vendor printed letter head)**

No	Description of Goods	Qty	Per	Rate	GST	Total Cost
1	2mmX1" pvc pipes	1	mtrs			
2	1.2mmX1" pvc pipes	1	mtrs			
3	1.2mmX3/4 Pvc pipes	1	mtrs			
4	4 SQ Finolex wire	1	mtrs			
5	2.5 SQ Finolex wire	1	mtrs			
6	1.5 SQ Finolex wire	1	mtrs			
7	10 heavy Modular Surface box with 2X20A Socket & 2X6A Socket & 20A Switch - K9	1	nos			
8	8 way heavy nano gang box with 4X4A Switches& 4X4A Sockets - Anchor	1	nos			
9	8 way DB	1	nos			
10	Legrand MCB dx	1	nos			
11	Anchor 6A Top	2	nos			
12	Anchor 16A Top	2	nos			
13	D-Link 9U Rack With accessories	1	nos			
14	D-Link 24 Port Patch Panel	1	nos			
15	D-Link 8Port Switch	1	nos			
16	D-Link 16 Port Switch	1	nos			
17	D-Link Information outlet single	1	nos			
18	D-Link 1mtr patch cord	1	nos			
19	D-Link Cat6 UTP Cable White	1	nos			
20	Crompton 1200mm HS BROWN 1STAR – Specify Warranty	1	nos			
21	Crompton 300mm CABIN FAN BRASSO – Specify Warranty	1	nos			
22	Crompton 20w LED FT LASER RAY – Specify Warranty	1	nos			
23	Sturlite 22w ceiling light – Specify Warranty	1	nos			
24	Labor charges for execution of work(1 New Branch)	1	nos			
25	Screws and miscellaneous( 1 New Branch)	1	nos			
26	Earthing (if required)	1	nos			
	<b>Total</b>					

Specifications should be as per notification. Normally Earthing to be provided by the Landlord and ensure proper earthing before execution of work.

EMD paid particulars:

UTR No.	
Date of remittance	
Amount of remittance	Rs.50,000/-
Name of the Bank	
Name of the Branch	

Bank Account Particulars of Vendor:

Name of the Bank	
Name of the Branch	
IFSC	
Amount of refund / return	Rs.50,000/-
A/c No	
Type of Account	Savings Bank / Current Account



Seal & signature of Vendor