



Date: January 08, 2025

NOTIFICATION

Sealed Quotations for Fire Extinguishers

Saptagiri Grameena Bank, an RRB sponsored by Indian Bank, with an authorized capital of Rs.2,000 crores, is having 246 branches, spread over 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

- I. **Re-filling** of CO₂ (Carbon Dioxide) for existing 2 KG & 4.5 KG Fire Extinguishers (1 unit each at every branch) at all Saptagiri Grameena Bank Branches, spread in erstwhile Chittoor and Krishna Districts.
- II. **Supply of New** 2 KG & 4.5 KG Fire Extinguisher (1 unit each at every branch) at branches proposed to be opened at any location spread in erstwhile Chittoor and Krishna Districts (Rate contract for one year or lesser period, as per the discretion of bank).

Mandatory Technical qualifications for participating

- The vendor should not have been blacklisted by any Government Department / Public Sector undertaking / Private Sector / or any other agency during the last 3 (three) years. Undertaking letter should be enclosed as per **Annexure – I**.
- The vendor should be in the line of activity for at least 3 (three) years. Self-attested documentary proof duly should be enclosed along with the quote.
- Vendors should have valid GST registration number and PAN of the vendor & it should be clearly mentioned in the quotation. Self-attested copy of the GSTN should be enclosed.
- Vendor should have valid ISO certification and maintain the fire safety standards. Self-attested copies of the certification should also be attached along with quotation.
- Each and every page should be affixed with seal of firm & signed by the vendor (authorized signatory).

Terms & Conditions

- The sealed quotation should be in printed form only. Hand written quotations are NOT ACCEPTED. Quotes should be in INDIAN RUPEES only. The quote should be signed by the competent authority, with seal of the company as per Annexure-II.
- The quotes should be furnished separately for both the above purposes (for refilling & for new supply), as per the annexure enclosed, in the letter head of vendor.
- Refilling the existing fire extinguishers should be completed within 45 days from the date of Purchase Order, if Refilling is not completed within 45 days from the date of PO, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- Supply of New Fire Extinguishers should be installed within 10 days from the date of Purchase order, if supply and installation not completed within 10 days from the date of PO, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- In case of non-fulfilment of desired quality as per specifications, Bank has right to cancel the order without prior notice and bank will not bear any expenses.
- The consignment (for refilling & supply of new Fire Extinguishers) should be executed at the existing 246 branch at present (any proposed openings during the quote period) of Saptagiri Grameena Bank spread at erstwhile Chittoor and Krishna Districts and at our 4 Regional Offices located at Tirupati, Madanapalle, Vijayawada & Gudivada AND at our Head Office located in Chittoor.
- Your quotes should include all costs, including logistics. GST portion may be separately given, as given in the annexure -II.
- Quotation should specifically include, besides other mandatory information,





- (i) Validity of quotation
- (ii) Warranty period, if any
- (iii) Due date / Expiry of CO2
- (iv) Any other required information

- The price for **REFILLING** would be applicable till all the existing extinguishers are refilled at all our branches / offices specified.
- Payment on **REFILLING** would be done only after satisfactory refilling of fire extinguishers already installed at our 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 the work.
- For installation of NEW FIRE EXTINGUISHERS, the price/quote should be provided for a period of 12 months or for any lesser period, as decided by the bank (as per requirement of bank, if any) at our newly opened branch/es and/or proposed branch/es during the contract period (preferably for 12 months).
- The bank reserves the right to renew the contract for refilling and supplying new equipment with the same prices as decided by the bank committee.
- **No advance payment** would be given and accepted rate/quote will be paid, only after complete installation of NEW FIRE EXTINGUISHERS at the place specified.
- During opening of price bids, the vendor who has quoted least price will be selected as L-1.
- If L1 fails to supply the item(s) for any reason, after submitting sealed quotation, 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 one who agrees to supply the item(s) at the rate quoted by L1 bidder.
- Such negotiations for L1 price would be undertaken with L2, L3, L4, L5 and so on.
- The vendor who agrees to undertake the contract at L1 Price would be selected for placing Purchase Order.
- In case none of the vendors agree for L1 Price, bank would decide either to proceed for next lowest price or to cancel the bidding process.
- In all the cases, the decision of the bank would be final. Vendors who agree for the terms and conditions of the bank are only requested to participate in the bidding process.
- In case, after receipt of Purchase Order, if L-1 vendor does not accept the terms and conditions under his/her signature, within a period of 7 days, the same would be duly cancelled and bank has right to place order with other vendors, as per bank's policy.
- 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.
- Vendors may submit their application duly complete in all respects in a sealed envelope cover superscripted "Quotation for Refilling and Supply & Installation of Fire Extinguisher" and this envelope should contain two separate envelopes superscripted as detailed below:
Envelope 1: Technical qualification documents
Envelope 2: Price quote
- The **Sealed Quotation** should be dropped in the box which is placed at Development Dept. Head Office, Chittoor.
- **Sealed Quotation** may also be submitted through registered post which would be received on/before the cut-off date/time mentioned above. Bank would not accept / entertain any representation for postal / courier delay.

General Manager
Saptagiri Grameena Bank
Head Office, 2nd floor, SGB Towers
Beside DRDA office, Vellore Road, Chittoor – 517002.

- The last date for submission of sealed quotation is **23.01.2025, up to 03.00 pm** and date & time of opening sealed quotations is **23.01.2025 at 04.00 pm** at Saptagiri Grameena Bank, Head office.
- In case of any queries / clarification, vendor/s can contact Mr. M V B Chandra Sekhar Ph: 8886644228 (OR) through mail at development@sgbank.in.

General Manager





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'S LETTER HEAD WITH
REGARD TO BLACKLISTING / NON-DEBARMENT, BY ANY ORGANIZATION**

UNDERTAKING REGARDING BLACKLISTING / NON-DEBARMENT

To

The General Manager
Saptagiri Grameena Bank
Head Office: Development
#4-2195/1-SG, 2nd Floor, SGB Towers
Beside DRDA office, Vellore Road, Chittoor-517002.

Dear Sir,

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.

This certificate / declaration is true & correct to be best of our knowledge. If found incorrect, at any point of time, even after allotment of Purchase Order, we are aware that the bank would black list our firm and we would not be permitted to participate in further bidding process of the bank and any PO issued in our favor would be subject to cancellation, without assigning any reasons thereof.

We further declare that we have gone through all the terms and conditions stipulated in the tender document and abide by the same.

For _____

Authorized signatory

Date:





Annexure - II

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

For Refilling of Fire Extinguishers

Requirement	Description & Specifications of Fire Extinguishers with ISO & ISI certification	Unit	Qty.	Base Rate	GST	Total
1	Refilling of CO2 – 2 KG Fire Extinguishers	Nos.	01			
2	Refilling of CO2 – 4.5 KG Fire Extinguishers	Nos.	01			
Total						

For Supply of new Fire Extinguishers

Requirement	Description & Specifications of Fire Extinguishers with ISO & ISI certification	Unit	Qty.	Base Rate	GST	Total
1	Supply of CO2 2 kgs.: CO2 type fire extinguisher of capacity 2 kg filled with CO2 gas as per IS 15222 with control discharge mechanism fitted with Bend & Horn confirms to IS 15683, Bearing ISI Mark.	Nos.	01			
2	Supply of CO2 4.5 kgs.: CO2 type fire extinguisher of capacity 4.5 kg filled with CO2 gas as per IS 15222 with control discharge mechanism fitted with Bend & Horn confirms to IS 15683, Bearing ISI Mark	Nos.	01			
Total						

