



Bank of Maharashtra  
PATNA Zone

Invites  
Application for

EMPANELMENT OF AMC SERVICE PROVIDER /  
VENDOR FOR FIRE EXTINGUISHER  
FOR IT'S BRANCH OFFICES IN STATE OF  
BIHAR

Date of issue: 14.07.2024

Last Date of Submission: 05.08.2024

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 <b>बैंक ऑफ महाराष्ट्र</b> Bank of Maharashtra भारत सरकार का बैंक एक परिवार एक बैंक	<b>अंचल कार्यालय- पटना,</b> <b>एन पी टॉवर, द्वितीय तल, कॉलोनी मोड़,</b> <b>कंकडबाग,पटना -800020</b>	
	<b>Zonal Office - Patna</b> <b>N P Tower,2<sup>nd</sup> Floor, Near Colony</b> <b>Mode, Kankarbagh, Patna -800020</b>	
<b>Phone: 0612-2592059 Email Id: <a href="mailto:dzmpatna@mahabank.co.in">dzmpatna@mahabank.co.in</a></b>		
<b>प्रधान कार्यालय: लोकमंगल, 1501, शिवाजीनगर, पुणे - 411 005</b> <b>Head Office: LOKMANGAL, 1501, SHIVAJINAGAR, PUNE - 411005</b>		
AX67/GAD/AMC/FIRE EXTINGUISHER/2024-25		DATE: 14.07.2024

**To all concerned and eligible AMC service provider in the field of “Fire Extinguisher Supplier” having office at Patna, Bihar.**

Sir/madam,

**Bank of Maharashtra, Zonal Office, Patan,2<sup>ND</sup> Floor, N P Tower, Colony More,Kankarbagh,Patna,Bihar-800020** is in the process of empanelling contractors/Service Providers for Fire Extinguisher and Supply, as required by bank for its branch offices about 60 in numbers at State of Bihar districts under Patna Zone. Only those applicants who are capable of carrying out works in aforesaid locations only need to submit their application.

The empanelment will be applicable initially for the period of Three years from the date of empanelment. However, Bank has discretion to extend/review the empanelment period for further one year on same terms and conditions subject to satisfactory services.

The bank requires services of Fire Extinguisher time to time. The work required shall be as follows:

The contractors/Service Providers satisfying the pre- qualification criteria will be empanelled for the above Location, subject to meeting their eligibility criteria.

Bank at its discretion shall verify the offices of the applicants. The contractors / Service Providers are requested to furnish details regarding their Company, Organization Chart, Date of Incorporation, Number of employees, Experience etc as indicated in the application format given in Bank’s website.

The Contractors, who fulfil the above criteria, may download the application Form, from Bank of Maharashtra website **[www.bankofmaharashtra.in](http://www.bankofmaharashtra.in)** under Notices - Tenders. The application forms duly completed in all respects giving the aforesaid information are required to be addressed to the officer as indicated below and should be enclosed in a sealed cover super scribing in the top left hand corner of the cover as **“Application for Prequalification for Empanelment of contractors/Service Providers in Patna Zone”** and to be submitted for the purpose **on or before 05.08.2024 @ 5.00 pm** at the following address:

Bank of Maharashtra, Zonal office Patna, 2<sup>ND</sup> Floor, N P Tower,Colony More,Kankarbagh,Patna,Bihar-800020.

The Technical Bid and Price Bid shall be put in separate envelope clearly super scribed as “Technical Bid” and “Price Bid”. Both envelope shall be then put in an envelope super scribed as “Application for Prequalification for Empanelment of contractors/Service Providers in Patna Zone”

**The schedule shall be as follows:**

Tender start date : 14.07.2024

Last Date for submission: 05.08.2024 upto 1700 Hrs

Tender Opening date : 06.08.2024 at 1200 Hrs at above Office

**General Terms and Conditions:**

1. Intending contractors/Service Providers /vendors are requested to furnish details about their firm, technical experience, competence and evidence of their financial standing as per enclosed proforma for considering their names for empanelment.
2. The contractors/Service Providers /vendors applying for mentioned works should have valid license/registration with concerned authority.
3. The applicant contractors/Service Providers /vendors are requested to be present in person or through their representative at the time and date of scheduled tender opening. No separate invitation letter shall be issued. However, the bank will open the tenders on scheduled date even if no contractors/Service Providers /vendors are present.
4. Bank of Maharashtra shall approach the Contractor's / Service Provider's / vendor's clients, corporations, organizations, etc. to verify their general reputation / competence.
5. Selection of contractors will be based on the lowest rate, ability and competence required for good quality jobs to be performed by them.
6. Bank of Maharashtra reserves the right to accept or reject any application without assigning any reason.
7. The empanelment shall be made for a specific category.
8. If the space provided in the proforma is insufficient for giving full details, the same may be given on a separate sheet of paper.
9. Information furnished to Bank will be kept as strictly confidential.
10. Decision of Bank of Maharashtra regarding selection of contractors for empanelment will be final and binding and no further correspondence will be entertained. Contractors empanelled will be informed by separately.
11. Intending contractors are requested to read the proforma carefully before filling the particulars.
12. Incomplete applications will not be considered.
13. Information / details furnished by selected contractors/Service Providers /vendors, if found to be false at any time in future or any information affecting empanelment is willingly / unwillingly withheld, if come to the notice of the Bank at any point of time, the empanelment of contractors/Service Providers /vendors can be cancelled immediately.
14. Where copies of documents are required to be furnished, these should be certified copies.
15. **Cost of the application form is Rs.1000.00 which is non-refundable & to be paid by way of Pay Order / Demand Draft favouring Bank of Maharashtra payable at Patna for each category.**
16. Application form is non-transferable.
17. Empanelment of the firm will be valid only for 3 years, if selected.
18. The application shall be submitted strictly in the format as mentioned along with the supporting documents.
19. The application shall be signed by the person/s on behalf of the organization having necessary Authority/ Power of Attorney to do so. Each page of the application shall be

signed as token of acceptance of the contents mentioned therein and copy of Power of Attorney / Memorandum of association (Wherever applicable) shall be furnished along with application.

20. Completed empanelment document shall be submitted to the **Bank of Maharashtra, Zonal Office, Patna, 2<sup>ND</sup> Floor, N P Tower, Colony More, Kanakabagh, Patna, Bihar- 800020** from **14.07.2024 to 05.08.2024 by 5.00 PM**. Each application/form must accompany **Pay Order / Demand Draft favouring Bank of Maharashtra payable at Patna for Rs.1000/- only**.
21. It is necessary that contractors/Service Providers /vendors **must have a full-fledged office/branch office at State of Bihar**.
22. The empanelment shall be for our branches/offices/Flats under Kolkata Zone only.
23. The empanelment shall be for 03 (three) years from date of empanelment subject to satisfactory service.
24. Empanelment will not ipso facto confer any right on any vendor to receive Notice Inviting Tender.
25. The Bank reserves the right to empanel any vendor and to cancel the empanelment of any vendor at any time, without giving any notice and without giving any reason.
26. The decision of the Bank on all the matters connected with or incidental to empanelment shall be final and binding on all and shall not be called in question on any ground.
27. The empanelled vendors shall be required to submit Tenders as per the terms and conditions laid down in the particular Notice inviting Tender.
28. Bank reserves right to call for any information and record and inspect the premises of any applicant before as well as during or after empanelment.
29. The Bank reserves the right to purchase any item or to award maintenance/Rate services contract to any vendor who is not empanelled with it.

Application not fulfilling the above criteria shall not be considered.

Bank may empanel one or any number of such service provider and shall try to allocate/entrust work on L-1 basis to any contractors/Service Providers /vendors based on their location for ease of execution, monitoring and control, however, bank shall be free to allocate the work to any contractors/Service Providers /vendors irrespective of their location or to any such service provider/vendor in open market. Further, bank may empanel and award work to L-2 vendor if L-2 vendor agrees to work/provide services on L-1 rate. In such case the work shall be awarded in 60:40 ratio (L-1: L-2).

The sealed cover should necessarily be submitted at aforesaid Dept. only. Bank reserves the right to reject any or all the applications without assigning any reasons whatsoever and to restrict the list to any number deemed suitable by it, if too many applications are received satisfying the basic pre-qualification criteria. Bank also has the right to reject all the applications and go in for re-advertisement without assigning any reason thereto.

Zonal Manager  
Bank of Maharashtra  
Patna Zone

**Application for Empanelment  
(Technical Bid)**  
(tick appropriate one)

**BIO-DATA OF CONTRACTING AGENCY**

1	Name of the firm	
1 (a)	Address (Head Office)	
	Telephone No.	
	Office	
	Residence	
	Mobile	
	Fax	
	E-Mail	
1 (b)	Address (Local Office) [In state of West Bengal]	
	Telephone No.	
	Office	
	Residence	
	Mobile	
	Fax	
	E-Mail	
2 (a)	Whether Proprietary / partnership / Pvt. Ltd. / Public Ltd. (certificate of registration to be enclosed as Annexure-I).	
2 (b)	Name of the Proprietor, Partners, Directors	
2 (c)	Year of establishment	
3	Registration detail with concerned authority.  b. Registration with Shop & Establishment	

	Act c. MSME Registration details						
4	Registration detail with Tax Authorities						
	Income-tax (PAN) No.						
	G S T No.						
	EPF Reg. No.						
	ESI Reg. No.						
	copies of certificates of registration with relevant authorities to be enclosed						
5	Names of the Bankers with address & telephone numbers:						
	Sr no.	Name of the Bank	Branch	Since when banking	Contact Person & Tel. No.		
6	Empanelment with Govt. / Public Sector / Banks (certificates of Empanelment/work order to be enclosed						
	Name of the Organization			Year since empanelled			
7	Give details if at present involved in litigation in similar type of contracts						
	Sr. No.	Name of Project	Name of Employer	Nature of work	Work order dated	Date of completion of work	Value Rs.
8	Details of civil suit, if any, that arose during execution of contract in the past <b>three</b> years.						
9	Name & relation, if any, with the <b>staff member of Bank of Maharashtra</b> . Please give his present posting & contact no.						
10	LIST OF NAME/S OF PROPRIETOR / PARTNERS & EMPLOYEES						
	Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Value of work done	

11	Turnover in last 3 years				
	Sr. No.	Year	Turnover (Rs. in lacs)	Income-tax paid	GST paid
	1	2020-21			
	2	2021-22			
	3	2022-23			
	Copies of income-tax/GST returns / assessment orders for each year to be enclosed as proof of work execution				
12	List of equipment/machinery				
	Sr.	Name of equipment	Year of Manufacture	Nos available	

I/we certify that the information furnished as above are true to our knowledge and if found to be false at any point of time, my/our empanelment are liable to be terminated.

Place:  
Date:

Signature of contracting agency  
with seal



18. LIST OF ENCLOSURES:

SI No.	PARTICULARS	TICK IF ENCLOSED
1	Certificate of registration of Company / partnership deed.	
2	License of Fire Extinguisher Service Provider	
3	Registration with shop & Establishment act	
4	Certificates of registration with Income Tax authorities.	
5	Copies of income-tax returns / assessment orders for previous three years.	
6	Certificates of Registration/Empanelment with Govt. / Public Sector / Banks.	
7	Copies of work orders along with photocopies of relevant TDS certificate, satisfactory completion certificate mentioning value of work.	
8	Copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt., Semi-Govt. Bodies.	

Note: Please sign all the enclosures attached.

**DECLARATION**

1. I / We have read the instructions appended to the proforma and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Bank of Maharashtra, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of Bank of Maharashtra in selection of Architect / contractors will be final and binding to me / us.
3. All the information furnished by me hereunder is correct to the best of my knowledge and belief.
4. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
5. I / We agree that I / We have not applied in the name of sister concern for the subject empanelment process.

Place :  
Date :  
SEAL OF ORGANISATION.

SIGNATURE  
NAME & DESIGNATION

**(on your letter head)****PRICE BID**

(The rates must be typed, no bid with handwritten rates will be accepted)

**➤ Cost of new Fire Extinguishers (ISI Mark) inclusive of installation charge: -**

<b>S. No.</b>	<b>Details of Refilling / Items</b>	<b>Cost per unit (Rs.)</b>
1.	Water CO2 type - 9 liter. Capacity (ISI Mark) Cartridge type - IS:15683	
2.	DCP type 4.00 kgs Capacity (ISI Mark) Cartridge type - IS:15683	
3.	DCP type 6.00 kgs Capacity (ISI Mark) Cartridge type - IS:15683	
4.	ABC Stored pressure squeeze Grip nozzle type 4.00 kgs (ISI Marks) IS:15683	
5.	ABC Stored pressure squeeze Grip nozzle type 5.00 kgs (ISI Marks) IS:15683	
6.	CO2 gas 2 kgs capacity (ISI mark) - IS: 15683	
7.	CO2 gas 3 kgs capacity (ISI mark) - IS: 15683	
8.	CO2 gas 4.5 kgs capacity (ISI mark) - IS: 15683	
9.	Modular ABC stored pressure 5 kgs: with heat sensitive glass bulb, pressure indicator, with heavy duty elbow bracket	

**➤ Rates for Refilling Various Fire Extinguisher: -**

<b>S. No.</b>	<b>Type of Fire Extinguisher/Item</b>	<b>Cost per unit (Rs.)</b>
1.	Water CO2 type-9 liter. Capacity (ISI Mark) cartridge type - IS:15683	
2.	DCP type cartridge type - (Per Kg. of DC power)	
3.	DCP old fire Extinguisher 5.00 kg capacity: Complete (with ISI mark material)	
4.	ABC powder type FE- (per Kg of ABC powder)	
5.	ABC powder type FE-5.00 kgs capacity - complete (With ISI mark material)	
6.	CO2 gas type FE (per kg of CO2 gas)	
7.	Hydraulic pressure testing of fire extinguishers	
8.	Painting (wherever necessary) & sticker fixing on the body of cylinders of fire extinguishers	

**➤ Cost of Spare Parts / Consumables:**

<b>S. No.</b>	<b>Spare part/Items</b>	<b>Rates per unit (Rs)</b>
1.	CO2 gas FE Valve (ISI Mark)	
2.	CO2 gas FE Horn with adaptor 2 Kg. (ISI Mark)	
3.	CO2 gas FE Horn with adaptor 3 Kg. (ISI Mark)	
4.	CO2 gas FE Horn with adaptor 4.5 Kg. (ISI Mark)	
5.	Discharge pie for CO2 type FE 4.5 kg (ISI Mark)	

6.	DCP FE Gun metal Cap (ISI Mark)	
7.	DCP FE discharge hose with nozzle (ISI Mark)	
8.	Re-installation charge if necessary within branch premises	
9.	ABC FE valve with pressure indicator (ISI mark)	
10.	Water CO2 FE gun metal cap (ISI mark)	
11.	Floor stand per pics	

➤ **Other Charges (if any):**

<b>S. No.</b>	<b>Particulars/item</b>	<b>Charges (Rs.)</b>
1.	Per branch servicing charges within KMC	
2.	Per branch servicing charges outside KMC in West Bengal	
3.	Per branches servicing charges in all other states (Except Sikkim & A&N Island)	
4.	Per branch servicing charges in state of Sikkim & A&N Island	
5.	Fire extinguisher transportation charges per branch (existing FE) at KMC	
6.	Fire extinguisher transportation charges per branch (existing FE) in West Bengal Outside KMC	
7.	Fire extinguisher transportation charges per branch (existing FE) in other states (except Sikkim & A&N Island)	
8.	Fire extinguisher transportation charges per branch (existing FE) at Sikkim & A&N Island	
9.	Per extinguisher supply and delivery (for New FE)	
10.	Taxes as per applicable	
11.	Warranty	

Place:  
Date:

Signature with seal