



J&K  
**Grameen Bank**  
ग्रामीण बैंक कुराईन बैंक

Sponsors J&K Bank

General Administrative Deptt. (GAD)  
HEAD OFFICE  
NARWAL, JAMMU  
Mobile No.: 9797127377  
E-mail: [pdg.hoj@jkgb.in](mailto:pdg.hoj@jkgb.in)  
Website: [www.jkgb.in](http://www.jkgb.in)

Ref. No: JKGB/GAD/20-559

**TENDER FOR SUPPLY**  
**AND INSTALLATION OF**  
**WATER COOLER WITH**  
**STABILIZER AND WATER**  
**PURIFIERS TO**  
**BRANCHES OF JKGB IN**  
**JAMMU DIVISION**



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<b>Tender Reference No.</b>	JKGB/GAD/20-21-
<b>BID Document Price</b>	NIL
<b>EMD (Earnest Money Deposit)</b>	Rs 25,000/- (in favour of General Manager, J&K Grameen Bank, H.O. Narwal, Jammu)
<b>Bid Document Availability</b>	General Administrative Deptt. J&K Grameen Bank Head Office, Narwal, Near Fruit Complex, Jammu – 180006 on or after
<b>Last Date for Receipt of Tenders</b>	12.06.2020 upto 2:00 PM
<b>Date &amp; Time of Opening of Tenders</b>	12.06.2020 at 03:00PM
<b>Address of Communication</b>	General Manager J&K Grameen Bank Head Office, Narwal, Near Fruit Complex, Jammu – 180006.
<b>Email ID</b>	<a href="mailto:pdg.hoj@jkgb.in">pdg.hoj@jkgb.in</a>
<b>Web Site</b>	<a href="http://www.jkgb.in">www.jkgb.in</a>

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### **PRE QUALIFICATION**

<b>S. No</b>	<b>Particulars</b>	
1.	Name of the Dealer/ Firm.	
2.	Address for correspondence.	
3.	Registration as Firm/Supplier A. Income Tax/ PAN No. B. GSTIN C. Any other registration kindly specify (Copies of Certificates of registration with relevant authorities to be enclosed)	
4.	Contact numbers and Email ID.	
5.	List of similar/civil works duly executed/completed in last Two years. (Attach details)	
6.	List of Works in progress. (Attach details)	
7.	CDR Details: a) CDR No:- b) Date:- c) Amount:- d) Name of the Bank:- e) Pledged to:-	
8.	Approved with any financial institution like Bank. (attach details)	

9.	Details of contractual dispute with any department/ organization or Arbitration proceedings or Court case/ other litigations if any initiated or pending.	
10.	Details of Works done during the last two financial year 2018-19 and 2019-20 in any Govt. / PSU/ Banking organization ( attached copies of supply order received for work done in mentioned organizations) and ITR return filed for the last two financial years (attach details)	
11.	The bidder should not have been blacklisted/debarred by the Govt. of India or their undertaking, any statement governments or their undertaking previously. In such cases the bid will be summarily rejected and no correspondence in this matter shall be replied by the bank (Undertaking should be provided in this regard).	

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**Sign of the Tenderer**  
**(With Seal)**  
**(Sole Proprietary/ Partnership)**

### **INSTRUCTION TO THE BIDDER**

1. The tender should be submitted as per the tender document along with EMD and other mandatory documents.
2. The bidder should attach the following documents with the tender/quotation otherwise the bid will be rejected out rightly:
  - a. Photocopy of PAN Card.
  - b. Photocopy of GST Registration Certificate
3. The cover duly super scribed with the statement "Tender for Supply & Installation of water cooler and Water Purifier system at the Branches/Offices of J&K Grameen Bank, in Jammu division" must contain the address of the Bidder and shall be addressed to The General Manager, J&K Grameen Bank, Head Office Narwal, Jammu-180006.
4. The offer submitted should give all relevant price information and should not contradict any terms and conditions.
5. The tenderer should sign and affix his/her firm's stamp at each page of the tender and all its related documents as the acceptance of the offer made by the tenderer will be deemed as a contract and a formal agreement will also be drawn regarding the contract.
6. Bidder must submit the technical & Price bid for the items (Water cooler, Water Purifier & Automatic Stabilizer) in separate envelopes and both these envelopes should be placed in a single envelope super scribing "Tender for Supply & Installation of water cooler and Water Purifier system at the Branches/Offices of J&K Grameen Bank, in Jammu Region". If the bidder submits the bid for only one (1) item, then the bid will be rejected. Also, a bid for an integrated RO-cum-water cooler system will not be considered.
7. The successful bidder will be responsible for installation and integration of all the items (Water cooler, Water Purifier and Automatic Voltage Stabilizer).

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## **Tender Documents**

1. Sealed tenders are invited from authorized / manufacturer for supply and installation of water cooler with stabilizer & water purifier systems(on need basis) in the branches of J&K Grameen Bank. The selected vendor will be empanelled for **THREE** years and shall be bound to supply the Items on the rates finalized.
2. **Tender Process and submission of Tender documents:-**
  - (i) The bid/tender will consists of two parts- technical bid and financial bid. Each of the bids are to be placed in two separate sealed envelopes clearly superscribing “Technical bid” and “Financial bid” which in turn are to be placed in one sealed cover clearly subscribing “ Tender for supply and installation of water cooler with stabilizer & water purifier systems”. The bid of all the parties whose price bid is not in a separate sealed cover or the rates quoted by them finds mentioned in their Technical Bid shall be rejected forthwith.
  - (ii) The offers/bids received incomplete and / or filed after the due date shall be summarily rejected.
  - (iii) The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
  - (iv) The bank reserves the right to withdraw the tender at any stage without assigning any reason. The institute reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind and in respect of whatsoever, the decision of the Competent Authority will be final and binding.
  - (v) The documents received after due date & time due to any reason even postal delays shall not be accepted.

### **3. Authenticity of the tender document:-**

Every page of the tender document along with enclosures must be signed by the bidder.

### **4. Earnest Money:-**

- (i) Tender documents must be accompanied with Earnest Money of Rs. 25,000/- (Rupees Twenty Thousand only) in shape of CDR/FDR in favour of “General Manager, J&K Grameen Bank, H.O. Narwal, Jammu” failing which tender will not be accepted.
- (ii) Cheques will not be accepted.
- (iii) No earnest money will be accepted after the due date and time of submission of tender document.
- (iv) Earnest money deposit with other tender will not be adjustable with this tender.
- (v) If a bidder withdraws its offer after opening of Technical bid or Financial Bid before award of tender to other valid bidder, the earnest money deposited by them will be forfeited.
- (vi) **The EMD of successful bidder will be converted into performance security and will be refunded after successful completion of 1 year.**

### **5. Refund of Earnest Money:-**

Earnest money deposited by the unsuccessful bidder will be refunded to bidder at the earliest after finalization of the tender.

### **6. Rates:-**

- (i) Rate/bid/offer must be without any condition, assumption, qualification, reservation or variation. Rate/bid/offer must be mentioned in prescribed proforma in figures and in words in respect of each item separately. In case of any discrepancy, rates quoted in words will prevail. Conditional tender offer or offer at variance from prescribed specification would be ineligible to compete for the tender. Prices and price components shall be firm and shall not be subject to any price variation or adjustment on

account of any price escalations throughout the execution of the contract.

- (ii) The bidder shall quote their rate inclusive of all taxes, freight and installation charges.

**7. Subletting of Contract:-**

The successful bidder shall not be allowed to sublet/subcontract the contract to any other contractor.

**8. Completion Period:-**

- (i) Any supply order has to be completed **within a period of 15 days from date of receipt of order/award of the work.**
- (ii) Liquidated demurrage (LD) will be charged @ of 0.50 % per completed week or part thereof for delay subject to maximum of 50% of the value of work order.

**9. Eligibility Criteria for bidder:-**

- (i) The manufacturer/Authorized dealers should have provided such Water Cooler & Water Purifier system/Executed such orders in any bank or government organization.
- (ii) The authorized dealer/franchise/distributor may submit bids on behalf of the manufacturer along with authorization letter issued by the firms/company/manufacturers to the bidder, to do so.
- (iii) Letter of authorization/Dealership Certificate from the manufacture/parent company (OEM) should be enclosed.

**10. Details of tendered items:-**

S.No	ITEMS	SPECIFICATION
1.	Water Cooler for office/branch use	Storage Capacity minimum 40 litres No. of faucets 2 Faster Cooling Silent Operation J&K state service Stainless Steel body Stainless Steel Tank Easy controls Speedy drainage

2.	Water Purifier system for fitting with water cooler	Suitable for Online Purification Pre Filter Pre Carbon block filter RO Membrane Filter Post Carbon block filter RO+UV control Fully automatic operation with auto-on and Auto-Off facility J&K state Service Suitable for office use.
3.	Automatic Stabilizer for water Cooler	2 KVA

**MOST IMPORTANT:-**

a) The bidder must submit atleast one of the following certifications with the technical bid;

IS: 14724 from Bureau of Indian Standards, ROHS compliant, CE Certification, Relevant ISO certification

b) Authorised dealer of only those OEMs shall participate whose OEM are in the manufacturing of Watercooler and Water purifier at least for TEN years.

Bidder should furnish a certificate clearly mentioning that their OEM is in the field of Watercoolers and(or) water purifier manufacturing for at least last TEN years.

c) The price should be inclusive of all taxes, levies or other transportation, installation and testing charges.

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**Terms and Conditions:-**

**1. Name of the work:**

Supply, Installation, Testing and Commissioning of water cooler and *Water Purifier* system with Technical Specifications as laid down and agreed by the party.

**2. Scope of work:**

- a. The supplier shall accept full responsibility for the correctness & faultlessness of the equipment so that the purpose of installation is served with maximum operational dependability and efficiency.
- b. Except as otherwise provided herein the supplier shall be responsible for supply and there after carry out the necessary installation and successful commissioning.

**3. Manner of manufacture:**

- a. The water cooler & water purifier set to be supplied and all works to be done under this order shall be manufactured and executed in a manner set out in relevant specifications and of the Bank.
- b. The supplier warrants to the Bank that upon delivery, all materials, apparatus/equipment to be provided under this order shall be new from original manufacturer, free from any defects and all components thereof will fulfil the performance data characteristics and properties and serve the purpose with maximum operational dependability.

**4. Delivery:**

The water cooler and *Water Purifier* system shall be delivered and installed within 15 days from the date of the issuance of Order.

**5. Safety:**

The supplier shall at all times conduct his operation in such a manner so as to avoid any risk of bodily harm to persons or damage to property. In addition the supplier shall comply with all applicable safety standards, codes and regulations.

## **6. Sufficiency of quoted price:**

- a. The supplier shall be deemed to have satisfied himself as to the correctness and genuineness of the quoted price. The rates shall cover all his obligations under the order and all matters and things necessary for the proper execution of his supplier obligations.
- b. No price variations shall be allowed for any rise or fall in cost of Labour, materials or any other factors influencing the order price.
- c. Order price quoted shall be inclusive of installation, testing, commissioning and all taxes, duties, levies, inspection charges, and freight up to site, insurance and local taxes.

## **7. Performance Guarantee:**

The contractor warrants to the department that on delivery of all material, apparatus, equipment's and other supplies to be provided under this order will be new and free from material and structural defects and all supplies and components thereof will fulfill the performance guarantee data, and characteristics as laid down in relevant specifications and standards. Furthermore the supplier shall be required to furnish performance guarantee for 10% of the value of order from a bank other than J&K Grameen Bank for warranty period. The supplier may deposit CDR of the same value instead of bank guarantee for the same period.

## **8. Payments**

### **Payments shall be released as under:**

- a) 90 % after supply or successful commissioning & installation.
- b) 10 % after warranty period or furnishing performance guarantee (CDR for 10 % of the order value)
- c) TDS as applicable shall be deducted from the bills.
- d) All the payments made are inclusive of all taxes.

## **9. Warranty:**

- a. The bidder shall carry a comprehensive warranty of min. 1 Year from the date of commissioning. The supplier at his cost will do any defect developed during this period, which may include replacement of defective part or even water cooler cum purifier. The supplier must possess a technical support in Jammu region & Kashmir region so as to provide prompt services during the warranty period. The technical support may have to be provided by the firm even after the completion of Warranty period.

## **10. Final Taking Over:**

CDR shall be released after one month from the date of elapsing of warranty.

**11. Validity:**

The Tender and rates quoted shall remain valid for our requirement, minimum for Three Years.

**12. Site of Installation:**

The site of installation shall cover all the Branches/ Offices of J&K Grameen Bank in the state of Jammu & Kashmir.

**13. Checking of records:**

J&K Grameen Bank can at any point of time check the books & records of the firm.

14. Bill in duplicate is delivered to be the concerned Branch/Office after Commissioning/Installation of above mentioned water cooler with water purifier.

**To be a part of technical bid/pre qualification (Part 2)**

**Details of Items and its Specification to be supplied**

S.No	ITEM	SPECIFICATION	Model No.
1	Water Cooler for office use		
2	WATER PURIFIERsystem for water cooler  (IS: 14724 from Bureau of Indian Standards) copy to be attached		
3.	Automatic Voltage Stabilizer		

**Important Note:-** Rate must be supplied in financial bid.

It is certified that all the information above is true and correct, that all terms and conditions stipulated in the tender documents are acceptable.

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**Financial bid for the supply and installation Of Water Cooler & WATER PURIFIER system.**

1. Name of bidder :
2. Address :
3. Telephone/Mobile No. :

S.No	ITEMS	RATE per Unit
1	Water cooler	
2	WATER PURIFIER system + Automatic Voltage Stabilizer	
	Grand Total	

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