

Annexure

**Subject : Tender for Proposed Repairs & Renovation of 4<sup>th</sup> floor of Indian Bank Head Office Building, 66, Rajaji Salai, Chennai – 600001**

**Reply to the queries during Pre bid meeting held on 08.12.2020 of bidders**

| SI No | Query raised by the bidders   | Bank's Reply  |
|-------|---|---|
| 01    | Duplicate copy of the Tender document to be submitted or not . Kindly confirm.  | All tender documents to be submitted through ' <b>on-line mode</b> ' only.<br><br>No hard copy of the Tender documents to be sent to Bank.  |
| 02    | <p>We are going to participate in three tenders at Indian Bank Head Office Main Building at Rajaji Salai Chennai.:</p> <p>i) Interior Furnishing, Electrical Installation, Air Conditioning works at 1<sup>st</sup> Floor</p> <p>ii) Repairs &amp; Renovation of 4<sup>th</sup> Floor</p> <p>iii) Supply, Installation, Testing &amp; Commissioning of centralised HUB for EPABX, CCTV, Networking, Publib Address System &amp; Allied Communication Works</p> <p>Is that reverse auction will be on same date?</p> | Upon technical scrutiny of tenders, Online Reverse Auction for the three works would be conducted on different days separately and the dates would be intimated to the Pre-Qualified bidders.   |
| 03    | Above Mentioned three tender will have same Bank Solvency format. Can we provide higher value solvency certificate for all three tenders.   | If a bidder is intending to apply for all 3 tenders, the Solvency Certificate should be the cumulative value of all the 3 works. i.e. Solvency Certificate value given in work (1)+(2)+(3).   |
| 04    | We have completion certificate for similar work which we have done. Instead of Performance report (Perfoma V). Can we submit Completion Certificate   | Performance Report as per Proforma V should be submitted by the bidders   |
| 05    | Whether separate registration is required in e-tendering portal for participating in each of the 3 tenders  | No. Single registration would be enough for participating in the 3 tenders.   |
| 06    | Regarding Manufacturing Authorisation letter.   | The Manufacturing authorisation letter to be submitted by the L1 vendor as requested by Bank.   |
| 07    | MSME companies should be given exemption of Rs 11,500/- registration fee in Tender Wizard portal. If that is not allowed please consider floating this tender in CPP portal which is the recognised GOI e-procurement portal. This concession should be given for MSME companies.   | <p>There is no registration fee for the Tender. Interested bidders can download the tender document from Banks website :</p> <p><a href="http://www.indianbank.co.in/tenders/etender">www.indianbank.co.in/tenders/etender</a><br/>(or)<br/><a href="https://www.tenderwizard.com/indianbank">https://www.tenderwizard.com/indianbank</a></p> |

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| 08 | <p>As per clause no:7 of Note in page No:6: "The Companies who are registered with Micro, Small &amp; Medium Enterprises and also those having valid NSIC certificate under Government Store Purchase Programme having certificate clearly indicating the amount of "Quantitative Capacity Per Annum" (amount of Quantitative Capacity Per Annum shall be more than the estimated cost of work) are exempted from the submission of Tender document fee/EMD on submission of requisite proof in the form of valid certification from MSME and NSIC".</p> <p>Whether both MSME &amp; NSIC certificate have to be submitted for exemption of EMD?</p>  | <p>Either MSME or NSIC certificate can be submitted by the bidders for exemption of EMD.</p> <p>The proof for Quantitative Capacity (Amount of Quantitative Capacity Per Annum, shall be more than the estimated cost of work) to be submitted by the bidder.</p>   |
| 09 | <p>As per Clause No.1 of Other Conditions in Page No.8: "Interested parties meeting the above Tender criteria can download the tender document from banks website <a href="http://www.indianbank.co.in/tenders/etender">www.indianbank.co.in/tenders/etender</a> or <a href="https://www.tenderwizard.com/indianbank">https://www.tenderwizard.com/indianbank</a> and submit experience profile, proof of meeting the above criteria, attested copies of completion/work in progress certificates from the clients, audited certified balanced sheet for the last 3(three) years, EPF /GST, Registration as Contractor with various PSUs, State PWDs, CPWD, MES, Railways and Autonomous Bodies, details of Technical and Administrative employees, etc., through online mode <a href="https://www.tenderwizard.com/indianbank">https://www.tenderwizard.com/indianbank</a>. Application not accompanied by any of the above documents and EMD will be rejected at the discretion of Indian Bank."</p> <p>Whether contractors registered with PSUs, State PWDs, CPWD, MES, Railways and Autonomous Bodies only can participate in the tender process</p> | <p>Bidders satisfying the minimum 'Criteria for Pre-Qualification' as per clause No.1,2,3 &amp; 4 in Page No. 8 are eligible to participate in the tender process.</p> <p>Proforma – I to V (Page No. 15 to 23 to be filled up and all supporting documents shall be submitted through Online mode.</p>   |
| 10 | <p>EMD Bank Guarantee Format – Mode of submission.</p>   | <p>EMD Bank Guarantee format is enclosed. Scanned copy of EMD /BG shall be uploaded in during the submission of the Bid. Original shall reach before 18.12.2020 to Indian Bank, Corporate Office, Premises, Estate &amp; Expenditure Dept, First Floor, No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600014<br/>Email: <a href="mailto:hoestate@indianbank.co.in">hoestate@indianbank.co.in</a>.</p> |



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| 11 | The Cost of Tender documents is mentioned as 'Free of Cost' in clause No.11 of Notice Inviting Tender in Page No. 4. But in Clause 2.4. b on Page 14, it is mentioned that "DD towards Cost of bid document (Bidders may also remit the amount in the account number mentioned in Schedule 9) . Please clarify. | The tender document is free of cost. No DD Towards cost of tender to be submitted.  |
| 12 | Need approval to visit the site.  | Can be visited upto 18.12.2020 with valid identity card of the company. Permission to be obtained from Office Manager / Indian Bank, Head Office – Contact Phone Number - 044-25220250. |
| 13 | UPS Panel Board SLD to be provided.   | SLD is provided. It shall be duly stamped and signed & uploaded along with the other documents.   |
| 14 | Approved Brands of ACs mentioned in tenders of 1 <sup>st</sup> Floor and 4 <sup>th</sup> Floor renovation works are not uniform   | Approved Brands for ACs are: Daikin, Voltas, Bluestar, LG   |
| 15 | 'Induwud' mentioned in Item No.5b, 9, 10 & 12 in Interior work (Price Bid)  | 'Induwud' mentioned in Price Bid shall be read as 'Indowud'.  |

**Bidders please note :**

- 1) All bidders are requested to download this sheet and upload the same along with other documents duly stamped and signed.



Bank Guarantee No.

Date:

**SECURITY BANK GUARANTEE**

Indian Bank, a body Corporate constituted under the Banking Companies Acquisition and transfer of undertaking Act, having its Corporate Office at No.254-260, Avvai Shanmugham Salai, Royapettah, Chennai 600 014 (hereinafter referred to as Indian Bank) have entered into Agreement/Contract/Order No.----- dt(hereinafter called "the said Contract/ the said Order") with M/s. ....  
[hereinafter called "the said Contractor/Supplier"] for the work of .....

----- at Indian Bank Head Office Building,66, Rajaji Salai, Chennai – 60000114.

2. Where as under the terms of the said Agreement/Contract/Order, the Contractor/Supplier is required to furnish a Security Bank Guarantee for ..... (Rs. .... Only) towards the due fulfillment of the terms and conditions during the agreed time period or extension thereof, and also satisfactory performance of the said equipment supplied to Indian Bank during warranty period as per the warranty terms stipulated in the Agreement/Order.

3. Accordingly, we .....Bank, constituted under the Banking Companies (Acquisition and Transfer of Undertakings ) Act 1980 carrying on Banking Business having its Head Office at Hyderabad and amongst other places a branch at ..... (hereinafter referred to as "The Surety:", which expression shall , unless repugnant to the context or meaning thereof, include all its successors, administrators, executors and permitted Assignees.) at the request of M/s. .... (name & Address of the contractor) do hereby undertake to pay to Indian Bank an amount not exceeding Rs. ....(Rs. .... Only) on the failure of Contractor/Supplier in Security of their obligations as per the terms and conditions of the Contract/Order including the satisfactory security of the item during warranty period as per the warranty terms stipulated in the Agreement / Contract/Order.

4. The Surety do hereby unreservedly, irrevocably undertake to pay the amounts due and payable under this guarantee without any demur, merely on demand from Indian Bank within 10 days of such demand stating that the amount claimed is due by way of breach of terms and conditions of the Agreement/Contract/Order. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. .... (Rs. .... Only) and We undertake to pay to Indian Bank a amount not exceeding Rs. .... (Rs. .... Only) so demanded notwithstanding any dispute or disputes raised by the contractor/supplier of the equipment in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this guarantee being absolute and unequivocal.

The Surety further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the security of the said Contract/Order and that it shall continue to be enforceable till all the dues of Indian Bank under or by virtue of the said Contract/Order have been fully paid and its claims satisfied or discharged or till Indian Bank certifies that the terms and conditions of the said Agreement/Contract/Order have been fully and properly carried out by the said Contractor/supplier(s) and accordingly discharges this guarantee.

5. The Surety further agree with Indian Bank that Indian Bank shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of security by the said contractor/Supplier of the equipment from time to time or to postpone for any time or from time to time any of the powers exercisable by Indian Bank against the said contractor/Supplier and to forbear or enforce any of the terms and conditions relating to the said



Agreement/Contract/Order and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/ Supplier or for any forbearance, act or omission on the part of Indian Bank or any indulgence by Indian Bank to the said Contractor/Supplier or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. The Surety lastly undertake not to revoke this guarantee during its currency except with the previous consent of Indian Bank in writing and agree that any change in the constitution of the said contractor/Supplier or the said Bank shall not discharge the Bank of its liability under this deed.

The validity of Bank Guarantee shall be up to **18/03/2021**.

And such date shall cover the period of warranty of all the supplies and excludes the period of defect liability. The Bank Guarantee shall remain valid for the period up to which the contractor is obliged for due performance of the said Agreement/ Contract/Order including the warranty period.

7. This Bank Guarantee shall be governed by and constitute in accordance with Indian Law and shall be subject to exclusive Jurisdiction of Indian Courts.

All the claims under this guarantee must be presented to the bank in writing.

8. Notwithstanding anything contained hereinbefore.

Our liability under this guarantee is restricted to Rs. .... (Rs. .... Only).  
The guarantee is valid up to **18/03/2021** or extension thereof.

Unless a claim or demand made in writing is presented to us on or before 06/07/2021, the date of expiry of this guarantee all your rights under this guarantee shall be lapsed and we shall be released and discharged from all liabilities thereunder.

**NOTWITHSTANDING anything contained herein:**

1. Our liability under this Guarantee is restricted to Rs. .... (Rs. .... Only)
2. That this Guarantee shall remain in force till its expiry on **18/03/2021** and
3. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before **18/03/2021** (the date shall be two days from the date of expiry)

Our Guarantee shall remain in force until **18/03/2021** unless demand or claim under this Guarantee is received by us in writing on or before **18/03/2021** all your rights under the said Guarantee shall be forfeited and we shall be deemed relived and discharge from all liabilities hereunder.

The Bank doth hereby declare that Guarantee/undertaking on behalf of the Bank and to bind the Bank thereby.

In witness where of the Bank through its officials has set its hand and stamp on ---day of ----  
----, and the year----- at-----.

SIGNED AND DELIVERED For and on behalf of

For and on behalf of above named Bank. (Banker's Name and Seal)

Branch Manager  
(Banker's seal)  
SEAL OF THE BANK



