

**NOTICE INVITING TENDER****Work: Electrical Safety & Energy Audit in Branches/ATMs/Currency Chest/Offices  
Under Zonal Office Asansol**

Sealed tender in two part from Energy Auditors whose name have been registered with / certified by Bureau of Energy Efficiency (BEE), licensed electrical contractors (A-Class) having experience of electrical safety audit are invited for electrical safety audit in all Office / Branch premises (92+1), Branches are located in five districts – Paschim Burdwan, Purba Burdwan, Bankura, Birbhum and Purulia) under jurisdiction of Zonal Office Asansol.

Tender are to be submitted Part-I (Technical Bid comprising Company Profile, Certificate of Registration by BEE, License of contractors, Documentary evidence in support of similar work executed earlier etc) and Part-II ( Price Bid) at Zonal Office (Udrej Bhavan, 2<sup>nd</sup> Floor, 8 G.T. Road, Asansol, Paschim Burdwan- 713304, West Bengal ) as per following program.

1	Submission of Tender	From 24.12.2020 to 18.01.2021, upto 3:00 PM
2	Opening of tender Part-I ( Technical Part)	On 19.01.2021 at 04.00PM
3	Opening of tender Part-II ( Financial Bid)	It will be advised separately after evaluation of Technical Bids.
4	Time of completions	Four Weeks
5	Scope of work	Auditor shall inspect all the installations like LT Panel, DG Set, wiring & switches and carry out necessary testing. They will submit Report (two copies) mentioning the condition of existing electrical system and suggesting remedial measures in case of any fault/ shortcoming. One copy of Report in the enclosed format is to be submitted at Branch and other at ZO.
6	Who will be eligible for the job?	1) Energy Auditors registered / certified by Bureau of Energy Efficiency (BEE). A proof of the registration / certification by BEE is to be submitted along with the quotation. 2) Licensed electrical contractors (A-Class) having experience of electrical safety audit. Documentary evidence is to be submitted for experience.
7	Payment terms	Full payment on completion of Audit and submission of Report acceptable to Bank.

The Bank reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

**Zonal Head**

### TERMS & CONDITIONS:

1. The Successful Bidder will be engaged for 'Electrical Safety & Energy Audit' of Banks Office / Branch Premises/ATMs/Currency Chest located at different location under Zonal Office, Asansol
2. The work is to be started in consultation with Security Department, Indian Bank, Zonal Office, Asansol.
3. The Successful Bidder will have to carry out the work without making hindrances to other agencies, whose works are likely to be carried out simultaneously at the same site during working period.
4. The Successful Bidder will take all measure on the site of the work to protect the public as well as workmen from accidents and shall be bound to bear the expenses of defense of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions from their end and to pay compensation to any such persons as per law.
5. The Successful Bidder will have to inform the names of their authorized representatives to be deployed at the site during the work, and their working hours and availability at site.
6. There will be no escalation of rate during the period of rate contract.
7. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the applicants who resort to canvassing will be liable to rejection.
8. No employee of the Bank is allowed to work as a contractor for a period of two years of his retirement from bank service, without the previous permission of the bank. This contract is liable to be cancelled if either the contractor or any of his employees found at any time to be such a person who had not obtained the permission of the Bank as aforesaid before submission of the tender or engagement in the contractor's service.
9. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, and storage.