



# बड़ौदा यू.पी.बैंक Baroda U.P. Bank

प्रधान कार्यालय : बुद्ध विहार व्यावसायिक योजना, तारामंडल, गोरखपुर-273016  
शिविर कार्यालय : ए-1, सिविल लाईंस, रायबरेली-229001, फोन : 0535-2702075  
e-mail : ho@barodauprrb.co.in

## Tender documents

for

## Hiring of Diesel Generator Set at Bilhour branch in Kanpur Region

Baroda U.P. Bank,  
Regional Office, (Kanpur Region),  
117/N/26, Kakadeo Kanpur, Pin-208025  
E-mail ID- [pe.knpro@barodauprrb.co.in](mailto:pe.knpro@barodauprrb.co.in)  
Mobile: 7310108600/7310108509

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## NOTICE INVITING APPLICATIONS FOR HIRING OF DG SETS

Sealed quotations are invited from the individuals/ firms for hiring/ leasing of Diesel Generator Set, for -02- years, in the following branch of Kanpur Region:-

Sl. No.	District	Name of the Branch	Category of the branch	DG Set capacity required (in KVA)
1	KANPUR NAGAR	BILHAUR	SEMI URBAN	7.5/10

*Q* *Q* *h*

Interested firms/ individuals are requested to submit duly filled application at the following address.

**Regional Manager  
Baroda U. P. Bank,  
Regional Office, (Kanpur Region),  
117/N/26, Kakadeo Kanpur, Pin- 208025**

The duly completed application forms in the prescribed formats, with all the supporting documents, shall be sealed in a cover and superscribed as "**Application for hiring of DG Sets at Branch ..... (Name of the branch)**" and shall be submitted **on or before 25.10.2020 by 11:00 A.M.** to the above mentioned address.

Canvassing in any form is strictly prohibited and the applications of individuals / firms resorting to canvassing will be summarily rejected.

The application/s which is/are received after due date/time are liable to be rejected. **Bank reserves the right to reject any/all the applications without assigning any reason, thereof.**

Further, any addendum/corrigendum will be issued on the Bank's website only and the bidder has to refer the same before final submission of the tender.

**Eligibility Criteria-**

- (A) In case of individual or small firm which may cater the requirement of Rural and Semi-Urban branches and the load factor of the branch is upto 7.5 KVA to 10 KVA:-
- He should be able to provide manpower during the banking hours to look after the generator set.
  - He should possess the adequate technical/ operating skill for running the generator sets.
  - He should not be defaulter of bank's loan or any other government agency.
  - The vendor should be financially sound i.e. capable of providing services at their own cost.

**Date: 05.10.2020**

  
**Regional Manager  
Kanpur Region**

*or*

### **TERMS & CONDITIONS FOR BIDDERS**

(This document is a part of tender and should be signed by the bidder and submitted along with technical & financial bids)

1. In any case the DG Set should be of ISO certified/ ISI mark.
2. The DG Set should have **Air Cooled technology**, sound proof and weather proof enclosure should be there and should confirm the statutory government norms regarding air/ noise pollution. The pollution norms of the area must be complied with by the vendor
3. The vendor should have license/ No Objection Certificate from the local bodies to install the generator set outside the branch premises, wherever applicable.
4. The DG set should be efficient and in working condition. Preferably new DG set should be installed.
5. The generator will have to be placed in the premises or near the premises of branch as per its requirement.
6. Load of Generator will be for exclusive use of the branch and should not be shared with any other agency.
7. The generator service will be provided at the monthly rent which includes all other charges such as cost of fuel, labour charges, maintenance charges etc.
8. The services of generator will be provided from 9:00 AM to 7:00 PM on monthly rental basis and even beyond 7:00 PM, if it is required by the bank on exigency basis on any day/days.
9. The services, if so required by the bank, will be provided even on Sundays and Holidays.
10. If the service of generator is taken by the bank before and after the agreed time, i.e. 9:00 AM to 7:00 PM and on Sunday or Holidays, the Bank will pay only the cost of diesel on pro-rata basis for such period as per log-book maintained by the vendor for the purpose.
11. If the voltage remains less than 220 volts/49 Hertz though supply of electricity, it will be essential to provide the generator services for smooth functioning of the office with no extra charges of cost of diesel.
12. The hiring rent will be fixed for 02 years and may be reviewed after 02 years depending upon proportionate hike in the rate of diesel (since the starting of rent/ lease) and satisfactory service by the vendor.
13. All the taxes on purchase of DG Set, as applicable, will be borne by the generator owner. Tax at source (TDS) will be deducted by Bank on rent paid.
14. If the service of supply of electricity through generator is not upto the mark or to the satisfaction of the Bank, the contract will be liable to be terminated on issuance of one month notice by Bank.
15. If the contractor fails to provide the generator supply as per agreement, penalty by way of proportionate rent shall be levied and will be recoverable from the monthly rent. In case the generator provided by the contractor break-down at any point of time, alternate arrangement will have to be kept ready to ensure uninterrupted service. Repairs charges are to be borne by contractor.
16. Bank reserves the right to rescind this contract at any point of time during currency of this contract without assigning any reason, by giving one month's prior notice.
17. Payment will be made through direct credit to account/ NEFT only. No cash/cheque payment will be allowed.
18. Bank will not provide any security for the generator set. The DG Set will be provided at owner's risk and necessary security will be provided by the owner himself and not by the bank.
19. Each of the tender documents is required to be signed by the applicant. Any tender with any such document / paper not signed or with details marked as applied for, shall be out

CV & A

rightly rejected. It will be obligatory on the part of applicant to sign on all the pages of the tender. Conditional tenders shall be rejected. If any of the documents are missing or unsigned, the tender shall be considered as invalid.

I/ We hereby agree to abide by all the terms and conditions as stipulated above by Bank for taking DG Set on lease.

**Place:**

**Date:**

**Signature of the Applicant  
(Firm to put Stamp also)**

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## TECHNICAL BID

(To be submitted in separate envelop)

Sl. No.	Particulars	Remarks
1	Branch Name (Applied for)	
2	Name of the Applicant	
3	In case of firm:-	
4	(a) Type of the firm (Company/ Proprietorship/ Partnership/ any other, please specify).	
	(b) Name of directors/ partners/ Proprietorship	
	(c) <b>PAN and AADHAR</b> details of firm and director/ partners/ Proprietorship (please attach the copies)	
5	Address	
6	Mobile Number/s	
7	E-mail address	
8	Past work experience (if any) in the line of activity.	
9	Capacity of DG Set (Sound Proof & Weather Proof) offered	.....KVA
10	Make of DG Set to be installed <b>(Note-</b> DG Set should be ISO certified/ ISI marked with Air Cooled technology)	
11	Whether applicant is the owner of the DG Set (If yes, please provide the documentary proof such as copy of purchase invoice etc.)	
12	Whether the vendor is also providing generator services to other Bank/ Institution in the area (if yes, please provide the name of such bank/ institution and number of years such services are being rendered for).	

(Cont'd...)

13	Are you having License/ No Objection Certificate from local bodies to install the DG Set outside the branch premises. If yes, please enclose the copy thereof.	
14	Are you a defaulter of any Bank's Loan/ Govt. Agency	
15	Service Tax Registration Certificate (If available, please attach copy).	
16	PAN Card (Attach copy).	
17	Are you financially sound, i.e. capable of providing DG Set services at your own cost. If yes, please enclose income tax return for last 03 years.	
18	Any other information not included above	

**Note-**

1. No indication as to price aspect be given in the Technical Bid
2. Technical Bid & Financial Bid are **to be enclosed in two separate envelopes** and be marked as "**Technical Bid**" and "**Financial Bid**" respectively over its cover. These envelopes are to be sealed and further put into another envelop (bigger in size) with superscription in bold letters "**Application for hiring of DG Sets at Branch .....** (**Name of the branch**)" and submitted to address provided by due date.
3. The envelop should contain name of the applicant and mobile number.
4. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the proforma and serial number.

I/ We hereby agree to abide by all the terms and conditions stipulated by Bank for taking DG Set on lease.

**Place:**

**Date:**

**Signature of the Applicant  
(Firm to put Stamp also)**

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## FINANCIAL BID

(To be submitted in the separate envelop)

Sl. No.	Particulars	Remarks
1	Branch Name (Applied For)	
2	Name of Applicant	
3	Mobile No./Telephone No.	
4	Capacity of DG Set (Sound Proof & Weather Proof)	_____ KVA
5	Rent of DG set taken on lease/ rent on monthly rental basis wherein all expenses including fuel, lubricants, operator's cost etc. are to be borne by the vendor.	Rs. _____ per Month
6	Period of Agreement	Maximum -02- years
7	Security of DG Set	By the vendor
8	Insurance of DG Set	By the vendor
9	Cost incurred on execution of agreement between the bank and applicant for hiring of generator	By the vendor
10	Other Conditions, if any	

**Note-** The rates quoted at Sl. No. 5 above is to be calculated as per attached calculation sheet.

I/ We hereby agree to abide by all the terms and conditions stipulated by Bank for taking DG Set on lease.

**Place:**

**Date:**

**Signature of the Applicant**  
**(Firm to put Stamp also)**



**CALCULATION SHEET FOR DETERMINATION  
OF MONTHLY RENT FOR DG SET**

Sl. No.	Particulars	Calculated figure
1	Average monthly requirement as per average power Cut of the branch in hours  ( _____ hrs x 24 days per month)	_____ hours
2	Average monthly diesel to be consumed (#)	_____ Liters / month
3	Total cost of diesel to be consumed (Rs. _____ x _____ per month)	Rs. _____
4	Average Operational Expenses <ul style="list-style-type: none"> <li>• Operator- Rs. _____</li> <li>• Mobil oil &amp; Maintenance, etc.- Rs. _____ (Estimated)</li> </ul>	Rs. _____
5	Vendor's profit (estimated)	Rs. _____
<b>Total of notional monthly rent</b>		Rs. _____ Say Rs. _____

(#) Per hour consumption of diesel by DG set to be installed as per load factor (i.e. load applied / power of DG set x 100), should be confirmed from the brochure of the DG set or from the manufacturer.

Place:

Date:

Signature of the Applicant  
(Firm to put Stamp also)

*(Handwritten initials)*