

ZONAL OFFICE, BANGALORE

Ref No:- ZO/BLR/GAD/2023-24/ 110

Date:- 28.07.2023

NOTICE INVITING OFFER FOR PRE-QUALIFICATION/ EMPANELMENT OF FIRM/AGENCY/CONTRACTOR FOR INTERIOR FURNISHING/ AIR-CONDITIONING/ ELECTRICAL WORK FOR UCO BANK ZONAL OFFICE BANGALORE

UCO Bank invites application on the prescribed format from reputed and competent Firms/Agencies/Contractors for the work of Interior Furnishing, Electrical, Voice & LAN Cabling work and Air-conditioning System / Air-conditioners from Original Equipment Manufacturers for various branches of UCO bank falling under Zonal Office Bangalore .

Interested Firms/Agencies/Contractors fulfilling the minimum eligibility criteria may apply in prescribed format, which may be obtained from UCO Bank Zonal Office Bangalore or can be downloaded from Bank website <https://www.ucobank.com/English/TenderNotices.aspx>

IMPORTANT DATES

DATE OF ISSUE OF TENDER	: 28.07.2023
PRE BID MEETING	: 07.08.2023
LAST DATE FOR SUBMISSION OF TENDER	: 14.08.2023 BY 2:00PM
DATE OF OPENING OF TENDER	: 14.08.2023 BY 4:00PM

DISCLAIMER

This tender invitation is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of their interest for empanelment in UCO Bank. The purpose of this tender invitation is to provide the offerers the information of occurrence of empanelment of contractor in UCO bank for work and services likely to arise in future. Each offerer should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Tender document and where necessary obtain independent advice. Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this Tender.

Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender documents. No contractual obligation whatsoever shall arise from the Tender process until a formal contract is signed and executed by duly authorized officers of the Bank with the selected Offerers.

Date: 28.07.2023
Place: Bangalore


Zonal Manager
Bangalore Zone

=====✓=====

GENERAL ADMINISTRATION DEPARTMENT
ZONAL OFFICE, II FLOOR, 13/22, K.G.ROAD, BANGALORE-560009
GAD: 080-43472737;E-mail: zoblrgad@ucobank.co.in



ZONAL OFFICE, BANGALORE

EMPANELMENT OF CONTRACTORS

1. Applications are invited from bonafide Contractors for empanelment in various financial categories of the following trades:

Type of work	Financial Category
Furnishing work including repairing of furniture with civil works like flooring, painting, repairing, Sanitary plumbing, electrical work, LAN, Cabling & Air conditioning	Category A: up to Rs 5 lakh Category B: more than Rs 5 lakh & less than Rs 10 lakh Category C: more than Rs 10 lakh & less than Rs 25 lakh
Electrical work with repairing & maintenance of A.C. (Electrical Audit included)	Category A: up to Rs 5 lakh Category B: more than Rs 5 lakh & less than Rs 10 lakh Category C: more than Rs 10 lakh & less than Rs 25 lakh

2. General instructions for guidance of applicants in respect of pre-qualification/ empanelment of Firms/ Agencies/ Contractors for Interior Furnishing/ Air-Conditioning/ Electrical Work in premises of UCO bank falling under Zonal Office Hyderabad.

- Applications should be submitted only in Bank's prescribed format (annexure- I). Additional sheet of papers may be used for submitting the applications, wherever space in the format is found inadequate.
- No Contractor should apply for more than one financial category.
- Firms/contractor applying for empanelment should have adequate manpower with adequate skill and experience and persons with ITI/Diploma/Degree in Civil Engineering/Electrical work etc will be preferred.
- Firms/contractors should have the adequate infrastructure / manpower for execution of civil & sanitary/ interior furnishing/Electrical/Air-conditioning/ LAN work.
- Firms/Contractors applying for pre-qualification in a trade should have at least 5 (five) years experience in execution of similar work in Banks /Public Sectors/Reputed Private Sector Organizations.
- Firm/Contractors applying for pre-qualification should have successfully executed at least 03 similar works of at least up to 80% of the upper limit of the financial category or/ & five works upto 50% of the upper limit of the particular financial category during last five years.
- The applicants should have their office/establishment in Karnataka.
- The applicant Firm/Contractor should be profit making at least for past three financial year.



ZONAL OFFICE, BANGALORE

- Firms/Contractors applying for the electrical trade should also possess valid electrical contractor's license issued by the competent authority in the name of the contractor.
 - Existing empanelled contractors of UCO Bank in any of the listed trade of Interior Furnishing work need to submit their application afresh for pre-qualification/empanelment against this notification.
 - Bank reserves the right to visit the establishment / workshop of applicants before finalization of pre-qualification.
 - Bank reserves the right to accept or reject any application without assigning any reason there for.
3. Sealed envelopes containing application for pre-qualification/empanelment and super-scribing **"Empanelment of Contractors for Furnishing Work"** should be submitted to:

**Zonal Manager
UCO Bank Zonal Office Bangalore
#13/22, K G Road, Bangalore-560 009**

Along with following documents latest by 14.08.2023:

- Details of Firm/Agency/Contractor (as per annexure – I)
- List of similar works executed in last five years in Banks/ Public Sectors/ Reputed Private Sector Organization along with completion certificate mentioning therein the details of work with value & date of completion (as per annexure – II)
- Audited balance sheet for the last three years
- Address proof of local office.
- Name & address of the Banker with solvency certificate not older than one year
- Copies of PAN card, trade license and copy of electrical contractor's license (preferably electrical auditor license issued by BEE) issued by the competent authority for electrical trade.
- Details of Key personnel permanently employed (as per annexure- III)
- Work force & workshop facilities (as per annexure- IV)
- GST & Income tax clearance certificate.
- References (at least 02) for feedback on work executed during past 02 years.
- Pre Contract integrity pact as per Annexure-V to be submitted on non- judicial stamp of Rs. 100

ZONAL OFFICE, BANGALORE

EVALUATION PROCESS

1. **Eligibility Criteria** has been classified under 3 heads – Work Executed, Work Force and Balance sheet. The table below highlights the parameters under eligibility criteria and scoring methodology.

Criteria	Evaluation Parameters	Max. Mark	Scoring Methodology
Work Executed / completed	Must have executed work under PSB, Govt. organization / P.S.U. in last 3 FY's	20 marks	<ul style="list-style-type: none"> 20 Marks for execution of 5 or more work 10 Marks for execution of 2-5 work 5 marks for execution of 1-2 work
Work Force	Based upon the number of employees (Minimum 10 Employees in permanent payroll)	20 Marks	<ul style="list-style-type: none"> 20 Marks for more than 30 employees 10 Marks for 20-30 employees 5 Marks for 10-20 Employees.
Balance Sheet	Average turnover for Last 3 FY's	20 Marks	<ul style="list-style-type: none"> 20 Marks for turnover more than 2 crore 10 Marks for 1-2 Crore 5 Mark for 50 Lakhs -1 Crore

Note: For qualifying in the Eligibility Bid, the Contractor (s) Firms must score a minimum of 30 marks.



ZONAL OFFICE, BANGALORE

Annexure-I

PARTICULARS TO BE FURNISHED FOR THE PURPOSE OF EMPANELLING OF CONTRACTORS

1	Name of the organization	
2	Address	
3	Year of establishment	
4	Status of firm (Whether Company/Firm/Proprietary)	
5	Name of Directors/Partners/Proprietor	1) 2) 3)
6	Whether registered with Registrar of Companies/ Registrar of Firms. If so, mention number & date.	
7	Name & address of Bankers (enclose solvency certificate from the Bankers)	1) 2) 3)
8	Whether registered for GST. If so, mention number and date. Furnish also copies of GST clearance certificate	
9	Whether an assessee of Income Tax. If so, mention permanent account number. Furnish copies of income tax clearance certificate	
10	Furnish copies of audited balance sheet & Profit and Loss Account for the last three years	
11	If you are registered in the panel of other organizations/statutory bodies such as CPWD, PWD, MES, Banks etc., furnish their names, category and date of registration.	1) 2)
12	Detailed description and value of works done for other in the past as per annexure – II.	
13	Detailed description and value of works done for the Bank.	
14	Specify the maximum value of work executed in a year.	
15	Furnish the names and addresses of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.	1) 2) 3)



ZONAL OFFICE, BANGALORE

Annexure-II

PARTICULARS IN RESPECT OF WORK EXECUTED

SN	Name of work/project with address	Short description of work executed	Name & address of owner	Value of work executed	Stipulated time of completion	Actual time of completion	Any Other Information



ZONAL OFFICE, BANGALORE

Annexure-III

KEY PERSONNEL PERMANENTLY EMPLOYED

SN	Name	Designation	Qualification	Experience	Years with the Firm	Any other information

ZONAL OFFICE, BANGALORE

Annexure-IV

OTHER RELEVANT INFORMATION

WORK FORCE:

SN	Permanently employed	Their number	Any other information	Years with the Firm

WORKSHOP FACILITIES:

SN	Location	Land Area	Type of structure	Type of facilities



ZONAL OFFICE, BANGALORE

Annexure-V

UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at 10 Biplabi Trailokya Maharaj Sarani, Kolkata-700001, represented by its Zonal Office Bangalore located at #13/22, UCO Bank, K G Road, Bangalore-560009 India hereinafter referred called "**Bank**" of the "**ONE PART**"

And

M/S(Name and address of the vendor company) (herein after called "**The Vendor**" which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its heirs, administrators, executors, representatives and assignees of successors in office) of the "**OTHER PART**".

Preamble

The Bank intends to award, under laid down organizational procedures, contract/s for furnishing of Branch/Office and ATM's The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder (s) and / or contractor (s).

In order to achieve these goals, the Bank will appoint an independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Bank.

1. The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Bank will during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidders (s) the same information and will not provide to any Bidders (s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

c. The Bank will exclude from the process all known prejudiced persons.

2. If the Bank obtains information on the conduct of any of its employees which is criminal offence under the IPC/PC Act, or if/there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Office and in addition can initiate disciplinary actions.

Sections 2 – Commitments of the Bidder (s)/Contractor(s)



ZONAL OFFICE, BANGALORE

1. The bidder(s) /contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a. The Bidder(s) contractor(s) will not directly or through any other persons of firm, offer promise or give to any of the Bank's employees involved in the tender process of the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to in order to obtain in exchange any advantage or during the execution of the contract.

b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement of understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process .

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act, further the Bidder(s) / contractors will not use improperly for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) / Contractor (s) of foreign origin shall disclose the name and address of the Agent/representatives in India, if any. Similarly the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign Banks, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

e. The Bidder(s)/Contractor(s) will when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

f. The Bidder (s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences

Section 3: Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution has committed transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bank is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is annexed and marked as Annex-B".

Section 4 : Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.



ZONAL OFFICE, BANGALORE

2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value of the amount equivalent to Performance Bank Guarantee.

Section 5 : Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject he can be disqualified from the tender process and action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 : Equal treatment of all Bidders/Contractors/subcontractors.

1. The Bidder (s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before contract signing.
2. The Bank will enter into agreements with identical conditions as this one with all bidders, contractors and subcontractors.
3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 : Criminal charges against violation Bidder(s)/Contractor(s)/Sub contractor(s).

If the Bank obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.

Section 8 : Independent External Monitor/Monitors

1. The Bank appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

ZONAL OFFICE, BANGALORE

2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairman & Managing Director, UCO Bank.
3. The Bidder(s)/Contractor (S) accepts that the Monitor has the right to access without restriction to all project documentation of the Bank including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder (s)/Contractor(s)/Subcontractor(s) with confidentiality.
4. The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Bank and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement he will so inform the Management of the Bank and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act, in a specific manner refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairman & Managing Director, UCO Bank within 8 to 10 weeks from the date of reference or intimation to him by the Bank and should an occasion arise, submit proposals for correction of problematic situations.
7. Monitor shall be entitled to compensation on the same terms as being extended to / provided to Independent Directors on the UCO Bank.
8. If the Monitor has reported to the Chairman & Managing Director, UCO Bank a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman & Managing Director, UCO Bank has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
9. The word "Monitor" would include both singular and plural.



ZONAL OFFICE, BANGALORE

Section 9 – Pact Duration.

This pact begins when both parties have legally signed it, if expires for the contractor 10 months after the last payment under the contract, and for all other Bidders & Months ---
- the contract has been awarded.

If any claim is made lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director, UCO Bank.

Section 10 – Other provisions

- This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Bank i.e.
- Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- If the Contractor is partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(For & on behalf of the Bank)

(Office Seal)

Place _____

Date _____

Witness : (Name & Address)

(For & On behalf of Bidder/Contractor/Architect)

(Office Seal)

Place _____

Date _____

Witness : (Name & Address)