

**TELANGANA GRAMEENA BANK**

(Sponsored by State Bank of India)

HEAD OFFICE: HYDERABAD

**REQUEST FOR QUOTATIONS (RFQ) FOR SUPPLY OF FOUR (4) “BB” CLASS FBR  
CASH SAFES TO NARSAPUR(G), MACHERLA, MORTHAD AND MUTHUNUR  
BRANCHES**

1. Sealed quotations are invited from SBI empanelled suppliers of **“BB” Class Security Safes** for supply and installation of FBR cash Safes at Narsapur(G), Macherla, Morthad branches of Nirmal RBO and Muthunur branch of Adilabad RBO, Telangana State.
2. **Submission of quotations:** Supplier must submit quotations in sealed covers and all pages should be duly signed by the authorized signatory accepting terms & conditions. Empanelment letter from SBI should be enclosed without which quotes may not be considered
3. **Opening of quotes:** The sealed quotations should be submitted by 11:00 AM on or before 09.10.2024, which will be reviewed by the purchase committee. After evaluation of the quotations, the supplier(s) with L-I quote will be issued purchase order. Incomplete, unsigned pages, non-submission of required documents or evidence as specified by the Bank will be treated as non-compliance and the suppliers' quotes will be liable for rejection.
4. Suppliers should supply only as per the specifications mentioned. Quotes with enclosures containing terms, which are not in conformity with the mentioned terms and conditions/ specifications will be disqualified.
5. The supplier is requested to submit the final prices which should be inclusive of transportation, labour, installation, commissioning, etc (excluding GST) for supply of security safes.
6. Cancellation of RFQ: Bank reserves the right to cancel this RFQ at any time at its sole discretion without assigning any reason.
7. **EARNEST MONEY DEPOSIT (EMD):** No EMD will be collected from the suppliers for this RFQ. However, the suppliers have to share a declaration accepting that if they withdraw or modify their quotes during period of validity, dishonour commitments etc, they will be suspended from taking part in the RFQs/tenders for next three years.
8. Please note that no advance payment will be made against firm order/ purchase order, if any, placed with you.

Accepted all the above Terms & Conditions

**Supplier's Signature:**  
**Office Seal:**

### **Terms & Conditions:**

1. The security safes are to be supplied and installed at Narsapur(G), Macherla, Morthad branches of Nirmal RBO and Muthunur branch of Adilabad RBO after **purchase order is placed** without causing any damage to property or inconveniencing functioning of the branch. If any damage is caused by the supplier while installing the same, such damage should be repaired by the supplier firm at their own cost, failing which the cost of damages will be recovered from the bills payable.
2. The rates quoted should be valid for three (3) months and should be all inclusive i.e., inclusive of octroi/entry charges as applicable, transportation charges, installation & commissioning charges, accessories and arranging test and certificates , other charges as applicable, **excluding GST**.
3. Duly filled in documents bearing signature of supplier on all pages(otherwise liable to be rejected) shall be submitted in sealed cover super-scribing “**Quotations for supply of Security Safes**” addressed to the **General Manager-I, Telangana Grameena Bank, Head Office**, shop no:2-1-520 to 525, <sup>2nd</sup> floor, Vijayasri Sai Celestia, Shankermutt Road, Nallakunta, Hyderabad,Telangana – 500044.
4. The Bank does not bind itself to accept the lowest quote or any other quote, and reserves the right to accept or reject any or all the quotes without assigning any reasons there for.
5. The OEM/supplier shall have ISO-9000 series certifications for quality management.
6. The “BB” class security safe to be supplied should conform to **IS 550 (Part I): 2003, IS 550 (Part II):1991, IS 550 (Part III):1991** and subsequent periodic revisions there to, and it **should bear BIS mark on the label**.
7. The supplied units should be covered under warranty for a period of one (1) year from the date of installation for any manufacturer’s defect and supplier should replace the unit if the defect is in the main structure and replace complete set of locks/levers/keys at their own cost.
8. In addition to Indian standards the supplier should follow RBI specifications.
9. If the supplier fails to supply in conformity with the above standards and supplies inferior quality, the supplier will be liable for penalty and the cost of quality will be recovered from bills payable. Further, the firm will be blacklisted and will not be allowed to participate in future RFQs/tenders.
10. Security safes are to be supplied **within 21 (twenty one) days** from the date of firm order/purchase order failing which a penalty @1% per week of delay on the value of the firm-order subject to a maximum of 5% will be imposed. Once the maximum is reached, the Bank may consider termination of contract pursuant to the terms and conditions of

contract.

**11.** Payment for the supplied material shall be made at the Head Office against delivery on submission of bills along with proof of installation at the branches.

**12.** Copy of the current valid BIS license for manufacturing the product should be enclosed to the quotations.

**13.** Suppliers should ensure that complaints pertaining to malfunctioning of the safes shall be attended by an authorized technician and issue resolved within 24 hours of lodging a complaint.

**14.** The suppliers should quote rates in the format only duly signing all the pages in token of accepting the terms & conditions.

**15.** Conditional quotes will be rejected.

**16.** Land lord of the premises will **not** depute mason and materials such as cement, sand, coarse aggregates etc., for fixing the safe, but fixing should be done under the personal supervision of safe supplier. Responsibility of completion of erection and ensuring smooth operations rest with suppliers.

**17.** The safe should be marked with the manufacturers' name or trademark, the words 'vault safe, class(IS ...) of the safe and the year of the manufacture at the top horizontal surface of the lock case

**18. Resolution of Disputes:** The Bank and the supplier shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after thirty days from the commencement of such informal negotiations, the Bank and the Supplier are unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration. All questions, disputes or differences arising under and out of, or in connection with the contract, shall be referred to two Arbitrators: one Arbitrator to be nominated by the Bank and the other to be nominated by the Supplier. In case of the said Arbitrators not agreeing, then the matter will be referred to an umpire to be appointed by the Arbitrators in writing before proceeding with the reference. The award of the Arbitrators and in the event of their not agreeing, the award of the Umpire appointed by them shall be final and binding on the parties. The Arbitration and Reconciliation Act, 1996 shall apply to the arbitration proceedings and the venue & jurisdiction of the arbitration shall be Hyderabad.

**Accepted the terms and conditions**

Signature:

Office Seal:

## QUOTATION FOR SECURITY SAFES

Date:

Quotes for supply and installation of four (4) “**BB**” class Security Safes TRTL (15x6) at Narsapur(G), Macherla, Morthad branches of Nirmal RBO and Muthunur branch of Adilabad RBO, Telangana State.

PRICE:

SI No.	Particulars	Specification in brief				Unit Rate (Rs.)	Total Cost for four (4) safes (in Rs)
		Class	Tool Resistance capacity in Minutes		Fire Resistance capacity in Minutes		
			Door	Other 5 sides	All Sides		
1	Cash safes BB class TRTL (15X6) (with 6 nos. drawers as in jewel safe apart from two lower drawers)	BB	15	15	15		

### Note:

a. The rates quoted should be all inclusive of charges (**excluding GST**)

Accepted the terms and conditions

Signature:  
Office Seal:

**DECLARATION FROM SUPPLIERS IN LIEU OF EMD**

I / We, the authorized signatory of M/s.....  
participating in the RFQ for the item / job of.....,  
do hereby declare :

- (i) That I / we have availed the benefit of waiver of EMD while submitting our quotes and no EMD being deposited for the said RFQ.
- (ii) That in the event we withdraw / modify our quote during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of Telangana Grameena Bank for a period of three year from the date of committing such breach.

Signature and Seal of Authorised Signatory of supplier

Name of Authorized Signatory .....

Company Name .....