ANNEXURE 4 – Supply & Installation of Fire Fighting Extinguishers

1. Scope of Work:

- Supply, installation, refilling, servicing and maintenance of Fire Fighting Extinguishers across branches/offices of Kerala Gramin Bank.
- Annual inspection, refilling of fire extinguishers, pressure testing, and replacement of expired or damaged items.
- The scope also covers the provision of ongoing maintenance and support of the proposed as well as existing devices

2. Eligibility Criteria:

- The vendor must be a registered entity with at least 3 years' experience in supply and maintenance of Fire Fighting Extinguishers.
- The vendor should have executed at least a minimum of 3 similar projects in Banking/Government/PSU sector in Kerala during the past 3 years.
- The vendor must be a registered firm /company etc. with a valid PAN, GST Registration, and all other relevant trade licenses.
- An OEM authorization certificate must be provided for the specific equipment offered. Technicians should be trained/ certified by OEMs or recognized training institutes.

3. Documents to be submitted:

- Company profile and ownership details.
- Copies of Registration Certificate**,** PAN, GST, and Trade License.
- OEM Authorization letter of the equipment's proposed.
- Work orders / completion certificates for past projects as per clause 2.
- Audited financial statements for the last 3 years.
- Copy of ISO/Quality Certificates if any.
- Service Centre details.

4. Evaluation Criteria:

- Applications will be evaluated based on the eligibility, technical capability, experience, financial stability, and OEM support. The Bank may conduct site visits or seek presentations before final empanelment. The Bank reserves the right to periodically review vendor performance.

5. Special Terms & Conditions:

- All equipment must have a minimum 3-year onsite comprehensive warranty.
- AMC support is to be provided post-warranty, on mutually agreed terms.
- Installation must be completed within 7 days from the date of the work order.

- A penalty will be imposed for delayed installation at the rate of 0.5% of the order value per week, subject to a maximum of 5%.
- Contracts will be awarded among empaneled vendors based on competitive quotations.
- Vendors must provide timely refilling and complaints to be attended within 24 hours of reporting
- Equipments should conform to ISI standards (IS: 15683, IS: 2190, IS: 884, etc.) or other approved standards.
- Only certified, brand-new products shall be supplied.
- Bank shall retain 10% of the contract value as retention money which will be released after the expiry of contract period and satisfactory performance of the system.

6. Method of Awarding Contract:

- Rate quotes will be invited from the empaneled vendors every year.
- The rates will remain valid for a period of 12 months.
- Works / Contract will normally be awarded to vendors matching the L1 price. However Bank reserves the right to consider factors such as quality, specifications, past performance and suitability to Banks requirement while awarding the contract.

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