

KARNATAKA GRAMIN BANK
(A Scheduled Bank, Established by Govt. Of India, Sponsored by Canara Bank)
Head Office, Gandhi Nagar, Ballari. Phone: 08392 - 236461/236418/236449

Karnataka Gramin Bank, Head Office Ballari invites application for empanelment of Suppliers/Vendors for Air Coolers, Air Conditioners and Hot and Cold Water dispensers.

Applications are invited in the prescribed format for carrying out works at various Branches/Offices coming within the jurisdiction of Ballari Head Office i.e. in the 22 districts of Ballari, Chitradurga, Davangere, Vijayanagara, Kolar, Shivamogga, Raichur, Koppal, Yadgiri, Kalaburagi, Bidar, Chikkaballapura, Bengaluru (Rural), Bengaluru (Urban), Mysuru, Mandya, Madikeri, Hassan, Chamarajnagar, Ramanagar, Tumkuru, Chikkamagaluru. For details / application form, contact above office or log on to our web site www.karnatakagraminbank.com and go to Tenders (<https://karnatakagraminbank.com/tenders>).

The last date for submission of completed application forms duly sealed is 04-04-2025 05.00 PM.

Place: Ballari
Date: 24.03.2025

Sd/-
General Manager

SIGNATURE OF THE APPLICANT (WITH SEAL)

Page 1 of 11

KARNATAKA GRAMIN BANK
G A WING, PREMISES & STOCKS SECTION
HEAD OFFICE, GANDHI NAGAR
BALLARI-583103
Phone: 08392-236461, 236418,236449
Email: psitw.premises@kgbk.in

NOTICE INVITING APPLICATIONS FOR EMPANELMENT

OF

SUPPLIERS FOR AIR COOLERS, AIR CONDITIONERS AND HOT AND COLD WATER DISPENSERS

Applications are invited in the prescribed format for empanelment of Vendors/Suppliers for supply of Air coolers, Air conditioners and Hot and Cold water dispensers to various Branches/Administrative offices of Karnataka Gramin Bank located in the below 22 districts namely Ballari, Chitradurga, Davangere, Vijayanagara, Shivamogga, Kolar, Raichur, Koppal, Yadgiri, Kalaburagi, Bidar, Chikkaballapura, Bengaluru (Rural), Bengaluru (Urban), Mysuru, Mandya, Madikeri, Hassan, Chamarajnagar, Ramanagar, Tumkuru & Chikkamagaluru. For details log on to Bank Website www.karnatakagraminbank.com or contact the Bank at the above address.

The eligibility criteria and other requirements are detailed under “**Eligibility criteria**”

The eligible and interested suppliers/vendors may collect the “**Document for empanelment**” from the above office by paying **non-refundable** fee of Rs. 2000/- (Two Thousand only) by way of Demand Draft favoring “**Karnataka Gramin Bank**” Payable at Ballari.

Alternatively, the document can also be downloaded from the website of Bank namely www.karnatakagraminbank.com/ and the document fee of Rs 2000.00 in the form of Demand Draft favoring ‘**Karnataka Gramin Bank**’ payable at Ballari, may be submitted along with the duly filled in application document. The document submitted without the prescribed fee will be summarily rejected. Applicants who have already paid Rs 2000/-, while purchasing the application directly from the above mentioned office of Bank, need not enclose DD while submitting the filled application form.

The duly completed document in the prescribed format with all supporting documents shall be sealed in a cover and super scribed as 'Application for EMPANELMENT of Suppliers for AIR COOLERS & OTHERS' and shall be submitted to the above mentioned office of Karnataka Gramin Bank on or before 04-04-2025 (Friday) up to 5.00 PM.

The Bank reserves the right to accept or reject any or all the applications without assigning any reasons thereof.

-sd-

Date: 24.03.2025

General Manager

GENERAL RULES AND INSTRUCTIONS TO THE INTENDING APPLICANTS

1. The empanelment of suppliers are proposed for supply of mentioned items to the Branches and offices of the Bank coming under the Head Office. Generally, the procurements are made by calling competitive tenders/quotations from the empanelled contractors/suppliers. However, the Bank has the right to award the work / procure supply from any of the empanelled agencies, depending on the exigencies of the work and also opt for open tendering process for any particular work, depending on the nature and magnitude of the work.
2. This document consists of the following:
 - 2.1. Notice inviting applications for empanelment of suppliers
 - 2.2. General rules and instructions to the intending applicants
 - 2.3. Scope and eligibility criteria
 - 2.4. Application format for empanelment

3. **The complete document as detailed above, complete in all respects, should be submitted** by the intending applicants within the stipulated date and as per the instructions given in the Notice inviting applications. The details of the applicants and their experience shall be furnished in the prescribed “Application Format” only. Wherever required and if the space provided is not sufficient, particulars can be furnished in Annexure but such details shall be clearly mentioned in the respective columns of the Application Format. Applicant shall enclose latest copies of brochures and technical documentation giving additional information about the applicant. Each page of the document shall be duly signed by the Applicant or their authorized representative.

The checklist given along with the application should be duly filled up and should be submitted along with applications. The applications without checklist are liable for rejection.

4. No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussions, conferences or site visits will be reimbursed by the Bank.
5. Documentary proof with respect to the details furnished in the application form regarding eligibility criteria shall be furnished along with the application form. In this regard, copies of the work order and completion certificate and/or such documents shall be submitted. Incomplete applications or applications without proper proofs for establishing their credentials will be summarily rejected and no correspondence will be entertained in this regard.
6. If the application is made by a partnership firm, a certified copy of the partnership deed, current address of the firm and the full names and current addresses of all the partners of the firm shall also accompany the application.
7. If the application is made by a limited company, it shall be signed by a duly authorized person holding the power of attorney for signing the application in which case certified

copies of the power of attorney and the certification of incorporation, Memorandum of Articles of Association shall accompany the application.

8. The evaluation will be based on the experience of the consultants/ contractors / suppliers and their financial capabilities and may also include inspecting the works furnished by them for which, necessary co-ordination shall be made by them. Based on the details furnished and inspection of works, eligibility criteria, the consultants/ contractors/ suppliers will be empanelled. Decision of the Bank regarding selection / rejection for empanelment will be final and binding and no further correspondence will be entertained. **The empanelled contractors will only be informed by post/courier/e-mail.**
9. If, information and details furnished by applicants are found to be false at any time in future or any information withheld, which comes to the notice of the Bank at a later date, the empanelment of such applicant will be cancelled immediately.
10. **Applications received after the due date and time is liable for rejections.**
11. The consultants/contractors/suppliers and service providers having their office/registered dealerships in the geographical jurisdiction of Karnataka state will only be considered. The empanelment shall be valid for three years from the date of communication under normal circumstances provided there is no disciplinary/ de-empanelment clause raised against them. **Bank may at its discretion extend the period by not more than 1 year from the date of expiry of the empanelment.**
12. Karnataka Gramin Bank reserves its right to reject any / or all the applications without assigning any reasons whatsoever or to relax any of the eligibility criteria.
13. Submission of Applications:

Applications along with supporting documents shall be submitted in a sealed envelope along with keywords as “Application for Empanelment” on the envelope to following address:

**“THE GENERAL MANAGER, GA WING,
KARNATAKA GRAMIN BANK, HEAD OFFICE, #32,
SANGANAKAL ROAD, GANDHI NAGAR,
BALLARI - 583103.”**

14. Applicants may submit queries if any to email address: psitw.premisies@kgbk.in

SCOPE AND ELIGIBILITY CRITERIA

SCOPE:

The work involves supply, delivery and installation of Air coolers, Air conditioners and Hot and cold water dispensers to various locations in Karnataka against direct orders or orders obtained through limited tenders called among empanelled vendors.

ELIGIBILITY CRITERIA:

1. The applicant should be an assessee of Income Tax and should have registered under GST (Goods and Services Tax). Should submit copy of the income tax returns and Goods and Services Tax registration certificate with valid registration number (GSTIN).
2. The average annual turnover of the applicant's firm for the last 3 financial years shall not be less than ₹25.00 Lakhs.
3. Companies/LLPs/Agencies/Firms participating in the tender should have a registered office/Service centers/Authorized Dealers in Karnataka & sufficient capacity and network to deliver across the state of Karnataka (including a large number of branches in rural and hilly areas) and also to the branches/offices that may likely to be opened/merged/amalgamated in future during the contract period. **Copy of the registration certificate should be enclosed.**
4. The applicant should have the experience of successfully completed following quantum of similar works for Government departments/public sector undertaking/central autonomous bodies/state autonomous bodies/financial institutions during last 5 years ending with 31.03.2025:
 - (a) Should have supplied at least 100 quantity of Air coolers/Conditioners/Water dispensers against single order to any single entity/organization/company.
 - (b) Should have been empanelled/associated with any of the above mentioned organizations.
 - (c) Satisfactory certificate from at least any two reputed clients should be enclosed.
5. The applicant should not be a blacklisted/ debarred company as on date of submission of RFP by any Government entity, Bank, Financial Institutions. A declaration for the same shall be submitted as per the Annexure-2.
6. The firm should be OEMs themselves or shall have direct agreements/arrangements with Original Equipment Manufacturers (OEMs) to offer competitive price during bidding. Supporting documents should be attached to the application.

Annexure - 1

APPLICATION FORMAT

APPLIED FOR EMPANELMENT OF:

(Write correct choice CONSULTANTS/
CONTRACTORS /SUPPLIERS)

CATEGORY (type of work) :
(Class if any)

1. Name of the Applicant :
Address Main Office :

Telephone No. Main Office :
 Residence :
 Mobile :
 Fax :
 E-Mail :

2. a) Status of the Firm(Whether company/
Partnership / proprietary) :

b) Name of the Proprietor/ Partners/ Directors
(with professional qualifications, if any):

I)
II)
III)

c) Year of establishment :

3. Whether registered with Registrar of
Companies/ firm. If so, No. & Date :

4. Registration with Tax Authorities :

a) Income-tax No. PAN NO, TIN NO;
(furnish copies of Income-tax returns)

b) Goods and Services Tax GSTIN No :
(Furnish the latest copies of the returns filed)

c) Registration Number with Council of Architects
in case of Architects or Professional bodies
in case of other consultants :

SIGNATURE OF THE APPLICANT (WITH SEAL)

5. Names of the Bankers with address :

I)

II)

Turnover of the Company/firm (Please attach copy of audited balance sheet and profit and loss account for three years).

Sl. No.	Financial Year	Turnover
1	2023-24	
2	2022-23	
3	2021-23	

6. Registration with Government / Public Sector / Banks

NAME OF THE ORGANISATION	NATURE OF WORKS	VALUE OF WORKS	DATE OF REGISTRATION

7. What are your fields of activities? Mention the fields on preference Basis

1)

2)

3)

8. Details of the works executed during the last 5 years (please mention only such works which qualifies for eligibility criteria)

Sl. No.	Name of Work	Work executed for (name of the organization with	Nature of work (in brief)	Location of the work	Actual Value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete or terminated (furnish reasons)

SIGNATURE OF THE APPLICANT (WITH SEAL)

Page 8 of 11

		address, concerned office and telephone number)						

Note: Copies of satisfactory completion certificate obtained from the client shall be enclosed.

9. Details of present works under execution (enclose copies of work orders issued by clients)

10. Key personnel permanently employed in your organization:

Sl No.	Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Any other

11. Furnish the names of three responsible clients/ persons to whom the major works carried out by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANISATION & ADDRESS	CONTACT NUMBERS

12. In Case of Electrical contractor copy of valid license issued by the Electrical Inspectorate to be enclosed.

SIGNATURE OF THE APPLICANT (WITH SEAL)

13. Furnish the details of litigation/ Arbitration cases resulting from the Contracts executed in the last seven years or currently under execution in the following format.

YEAR	Award far or Against Applicant	Name of clients, cause of litigation and matter of dispute	Disputed Amount	Actual Awarded Amount

DECLARATION

7. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
8. I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / annexures.
9. I / We agree that the decision of KARNATAKA GRAMIN BANK in selection of contractors will be final and binding to me / us.
10. I / We have read the instructions appended to the proforma and I / we understand that if any false information is detected at a later date the empanelment shall be cancelled at the discretion of the bank.

Place :

SIGNATURE OF THE APPLICANT

Date :

NAME & DESIGNATION

SEAL OF ORGANISATION

Checklist (To be filled by Applicants)

1. Have you mentioned the category for which you have applied in the application form? Yes/No
2. Have you signed in all the sheets? Yes/No
3. Whether copy of PAN/VAT/Service tax Registration copy is enclosed? Yes/No
4. Whether requisite application fee is paid? Yes/No
5. Whether enclosed proof for year of establishment? Yes/No
6. Whether proof for average annual financial turnover enclosed? Yes/No
7. Whether documentary proof for having undertaken the works is enclosed? Yes/No

SIGNATURE OF THE APPLICANT (WITH SEAL)

Page 10 of 11

ANNEXURE - 2

(DECLARATION TO BE SUBMITTED ON LETTER HEAD OF THE BIDDER)

Ref:

I / We hereby declare that I / We have not been banned or blacklisted or debarred by any Government , Quasi Government Agencies, Public Sector Undertakings or Private Companies anywhere, anytime.

Should it be observed anytime during currency of the bidding process or during execution of the work that I / We have been banned, blacklisted or debarred by any of the above Agencies, then I / We agree for termination of the contract forthwith and also agree for forfeiture of our Earnest Money Deposit and Security cum Performance Deposit, if any, by Karnataka Gramin Bank, without any recourse.

Dated:

Signature & Name of the Bidder
with seal