

TENDER FOR INTERIOR DESIGN AND DECORATION

State Bank of India, Chattogram Branch, invites sealed tenders from the **reputed Interior Designers** of Bangladesh for **designing & decoration and IT related work** of the proposed premises of State Bank of India, Chattogram branch. Detail Terms and condition, Tender details, Bill of Quantity (BOQ) for **designing & decoration and IT related work separately** can be downloaded from our official website, i.e. <https://bd.statebank/notice>.

Both Technical and Financial bids along with all related papers may be submitted between 04.06.2024 (10:00 AM) and 10.06.2024 (04:00 PM) as per address mentioned in the RFP on the above mentioned website.

CHIEF EXECUTIVE OFFICER

State Bank of India, Chattogram Branch, Hoo Plaza, 263/1, Jubilee Road, Chattogram

**STATE BANK OF INDIA, CHATTOGRAM BRANCH INVITES SEALED
TENDERS FROM THE REPUTED INTERIOR DESIGNING FIRMS OF
BANGLADESH FOR THE IMPLEMENTATION OF INTERIOR DESIGN AND
DECORATION OF THE PROPOSED PREMISES OF
STATE BANK OF INDIA
CHATTOGRAM BRANCH**

Detail Terms and condition, Tender details, Bill of Quantity (BOQ) and proposed Design can be downloaded from our official website, i.e. <https://bd.statebank/notice>. The Financial bid along with mandatory documents viz. Experience certificate / summary of activity, Valid Trade license, ETIN, and price quotation must be sent in a sealed cover, duly super scribed as "Tender for Implementation of Interior design and decoration of the proposed premises of State Bank of India, Chattogram branch as per approved design" to this office on the given date & time on the address given as below.

**TENDER/REQUEST FOR PROPOSAL (RFP) TO BE SUBMITTED BETWEEN
04.06.2024 (10:00 AM) and 10.06.2024 (04:00 PM) to the following address:**

For designing & decoration:

CHIEF EXECUTIVE OFFICER

State Bank of India, Chattogram Branch, Hoo Plaza, 263/1, Jubilee Road, Chattogram.
Contact person: Sanjit Chandra Lodh, Cell: 01325074281 (10:00 am to 05:00 pm except
holiday)

Pre-Bid Meeting Date: **06.06.2024** (11:00 AM) at above mentioned address.

For IT related work:

Head of IT

State Bank of India, Country Office, Navana Pristine Pavilion (12th Floor),
128, Gulshan Avenue, Gulshan-2, Dhaka-1212, Bangladesh.
Contact person: Surajit Chakraborty, Cell: 01325074208 (10:00 am to 05:00 pm except
holiday)

Pre-Bid Meeting Date: **06.06.2024** (11:00 AM) at above mentioned address

Financial bid to be submitted as per prescribed format in a separate envelope and to be kept inside the main envelope. State Bank of India will not be liable for any delay arising out of any reason even in case of postal delay, while submitting the Tender application. A **pre-Bid meeting** for further clarification (if any) will be conducted at the address mentioned above respectively on: **06.06.2024 (11:00 AM)**. Tentative date for opening of tender, evaluation and vendor selection is on 11.06.2024. SBI reserves the right to reject any or all the offers without assigning any reasons whatsoever. SBI will not entertain any further correspondence with the companies who will be declared unsuccessful.

Eligibility Criteria:

- The applicant company should be in the business of Interior Designing for the past minimum 3 years (Please attach certificates & testimonials). Preference will be given to those companies having prior experience of designing and decoration of retail branches of reputed commercial Banks in Bangladesh. Company should be registered in Bangladesh under applicable laws.

- The company should have a minimum average Annual Turn Over of BDT 1.00 crore in the past three financial years i.e. 2020-21, 2021-22, 2022-23.
- The company must have all original statutory documents to handle such business of Interior Designing.

Relevant documents duly signed by the company's authorized signatory should be attached for all of the above- mentioned criteria.

The Authority reserves the right to –

1. Explain or clarify the terms of this tender notice in its own way
2. Bring necessary changes in the notice
3. Increase or decrease the tender quantity
4. Reject the lowest
5. Reject any or all bids
6. Select any bidder deems fit and proper by them
7. Design could be changed partially at the time of implementation, as per suitability of premises.

State Bank of India can perform all the above things without assigning any reason. The bidder / supplier shall have no right to challenge the decision of the bank authority in any court of law or to any arbitrator.

L1 will be selected through least cost method among bidders who will be cleared by the screening committee. However, bidders must fulfill the qualifying criteria described in the RFP.

Others Terms & Condition:

- Financial Bid to be submitted item wise as per BOQ enclosed. Bidder must also specify the brand & country of origin of each of the items. Bidders to also undertake that all specified material will be procured from Factory / Authorized dealers only & original money receipts to be deposited while clearing the bills.
- While evaluation of the bids, quality of the items will be given due weightage alongside price. A bidder may be rejected at any stage if found to be providing below average materials.
- Design diagram will be shared with the L1 bidder after signing Non-disclosure agreement with Bank. L1 bidder must be ready to deploy the items as per BOQ at short notice and the designing must be completed as per specification within a reasonable time.
- Repair / Replacement warranty on electrical/ electronic items & furniture items for minimum 1 year & 3 years respectively to be provided.

Payment terms:

- The bidder will provide a Bank Guarantee of 20% equivalent of full Job Value upfront and the same will be released only after satisfactory handover of the property.
- 10% retention money will be kept for a period of 1 year and 5% for 3 years with the conditions of repair/replacement warranty of 1 year for electrical items and 3 years for furniture items.
- Suitable penalty clause will also be incorporated in the agreement in case of delayed delivery beyond the agreed date.
- On execution of the agreement, 30% of the job value will be given in advance to the bidder at the time of signing of the agreement. Future payment will be released based on project progress benchmark determined by the bank at the time of signing of agreement. Tax and VAT will be applicable as per Govt. Norms. Bill/Invoice to be issued mentioning Tax and VAT amount.

Selection Process:

- a. The envelope containing the price Bid(s) of only those Bidders, who are short-listed after technical evaluation, would be opened
- b. All price bids which are higher than 20% of the lowest price bid amongst technically qualified Bidders will not be considered for further evaluation of L1 Bidder.
- c. Bids will be evaluated as per Combined Quality Cum Cost Based System. The technical bids will be allotted weightage of 70% while price bids will be allotted weightage of 30%.

A Combined score “Score (S)” will be arrived at after considering the price bid and the marks obtained in technical evaluation with relative weights of 30% for price bid and 70% for Technical Bid according to the following formula:

$$\text{Combined Score of A} = 70 \times \frac{\text{Technical Bid Score of A}}{\text{Highest Technical Score}} + 30 \times \frac{\text{Lowest Price Bid}}{\text{Price Bid of A}}$$

- d. The company which will be selected for awarding contract will be intimated individually by post/e-mail. SBI reserve the right to reject any or all the offers without assigning any reasons whatsoever. SBI will not entertain any further correspondence with the companies who are declared unsuccessful.

Sl. No.	Items	Parameters	Requirements
1.	Technical Score	Company profile with management details	Mandatory
		Valid Trade License	Mandatory
		TIN Certificate	Mandatory
		BIN Certificate	Mandatory

		Company By-Laws (MOA, AOA, Certificate of Incorporation)	Mandatory
2.	Turn Over	Last 3 Years Balance Sheet	Mandatory
		Income Tax Return with Schedule 10 & 10B	Mandatory
		Proof of submission of returns (latest)	Mandatory
	Experience	Certificate from Bank's / FI's evidencing client satisfaction certificates	Mandatory
		Client List (with experience of job completion certificate)	Mandatory