



GENERAL ADMINISTRATION SECTION  
CIRCLE OFFICE RANCHI  
4<sup>TH</sup> FLOOR, KAUSHALYA CHAMBERS  
P P COMPOUND, M G ROAD,  
RANCHI – 834001  
Ph:- 0651-2330601/ 9771480991/ 9845436473  
Email: premiseranchico@canarabank.com

# TENDER DOCUMENT

(ELECTRICAL FIRE SAFETY AUDIT)

**FOR BANK BRANCHES INCLUDING ATTACHED ATMS, LOBBIES/  
OFFICES/ CURRENCY CHESTS UNDER CANARA BANK CIRCLE  
OFFICE RANCHI**

Tender Reference No: RNCO/GAS/017-EA/2024-2025 dated 10.07.2024

**NOTICE INVITING TENDER, GENERAL RULES & INSTRUCTIONS, OFFER LETTER,  
SCOPE OF WORK, APPLICATION, PROFORMAS, FINANCIAL BIDS**

**NOTICE INVITING TENDER**

To,

M/s

<p>Canara Bank, Circle Office, Ranchi invites sealed Tenders from BEE Certified Electrical Auditors to carry out Electrical Audit of offices, branches, ATMs located in the State of Jharkhand numbering 186 branches with attached ATMs and 19 admin units (1 CO, 4 RO, 4 MSME, 4 RAH, 3 CC, 1 MCB, 1 LDC, 1 CPH) and own buildings as per Audit Performa given in the format enclosed.</p> <p>Though adequate care has been taken while preparing the Tender Document, the Bidders shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within seven (07) days from the date of notification of Tender Document, it shall be considered that the Tender Document is complete in all respects.</p> <p>The interested vendors fulfilling the following conditions shall apply in two Bid System.</p>		
1.	Name of Work	ELECTRICAL FIRE SAFETY AUDIT FOR OFFICES/ BRANCHES INCLUDING ATTACHED ATMS/ CURRENCY CHESTS OF CANARA BANK IN RANCHI CIRCLE OFFICE
2.	Time Allowed for completion	2 months (60 days) from the date of issue of Work Order. Time is the essence of the contract. Delay will be penalized suitably @1% per week of delay.
3.	Application fee for tender document	Rs. 1000/- + GST In favour of Canara Bank, Circle Office, Ranchi payable at Ranchi (DD to be enclosed along with <b>TECHNICAL BID ENVELOPE ONLY</b> )
4.	EMD for tender document	Rs. 20000/- (Refundable) In favour of Canara Bank, Circle Office, Ranchi payable at Ranchi (DD to be enclosed along with <b>TECHNICAL BID ENVELOPE ONLY</b> )
5.	Security Deposit for Work Alloted Vendor	Rs. 20000/- (Refundable) In favour of Canara Bank, Circle Office, Ranchi payable at Ranchi. To be given at the time of work allotment
6.	Availability of tender document	In our website from 19.07.2024 to 08.08.2024
7.	Date and time for submitting the technical and financial bid as per the format prescribed in the tender document	19.07.2024 (From 10:00 AM) to 08.08.2024 (Up to 05:00 PM)
8.	Address at which the applications are to be submitted	Assistant General Manager (GAS), Canara Bank, Circle Office, Ranchi 4 <sup>th</sup> Floor, P.P. Compound, Main Road, Ranchi - 834001

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9.	Date and time of opening of Technical Bid	10.08.2024 by 11:00 AM
10.	Date and time of opening of Financial Bid	Will be intimated subsequently only to such applicants who comply with the Eligibility criteria as a part of evaluation of Technical Bid
11.	Place of opening Application	Canara Bank, Circle Office, Ranchi 4 <sup>th</sup> Floor, P P Compound, Main Road
12.	Liquidated Damages	1% of the total contract amount per week beyond the date of completion subject to maximum of 10% of the contract value
13.	Technical Bid Qualification Criteria	For qualifying in Technical Bid an entity should satisfy the <b>eligibility criteria</b> mentioned. So please read the document carefully before applying so that unnecessary applications can be avoided.
14.	For clarification and other details	Please contact: Canara Bank, Circle Office Ranchi, 4 <sup>th</sup> Floor, P P Compound, Main Road, Ranchi - 834001 Ph:- 0651-2330601, Mob:- 9845436473
In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.		
Canara Bank has the right to accept/ reject/ any/ all tenders without assigning any reasons. In this regard no letter will be entertained nor any calls over telephone will be answered.		
Internal		
-sd/- For and behalf of Canara Bank Assistant General Manager		

GENERAL RULES & INSTRUCTIONS TO TENDERERS

- 1) As the current Canara Bank C.O. Ranchi possesses a vast area under itself, hence it has been proposed to call for open tender from all eligible electrical auditors/ consultants/ engineers having a minimum of 3 years of past experience in the work of similar nature with any PSU or State/ Central Govt. organisation.
- 2) The engineer carrying out the Electrical Audit must be an accredited energy auditor from BEE (Bureau of Energy Efficiency).
- 3) Intending Applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc. in the enclosed form which will be kept confidential.
- 4) Decision of the Bank in regard to selection of Electric Auditor will be final and binding on the applicants. The Bank is not bound to assign any reason for acceptance/ Power of Attorney to do so.
- 5) **Each page of the application shall be signed.** The application shall be signed by person/ persons on behalf of the organization having necessary authorization/ Power of Attorney to do so.
- 6) If the space in the Performa is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the Performa and serial number. Separate sheets shall be used for each part. However the format shall be as per Performa.
- 7) The work involves visiting the branches/ offices/ ATMs at various locations under Ranchi Circle Office (under Jharkhand State) to carry out Electrical Audit as per the Audit Performa given in the Tender Format.
- 8) The rates quoted shall be binding for Twelve months from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security Amount (EMD) will be forfeited.
- 9) Electrical Audit of all the branches/ offices must be completed within **Two months** from the date of awarding the contract.
- 10) Interested Auditors may download the tender from Bank's website/ [www.canarabank.com/tenders.aspx](http://www.canarabank.com/tenders.aspx).
- 11) Submission of tenders in any other format will not be entertained & will be summarily rejected.
- 12) The earnest money deposit of all the unsuccessful bidders will be returned within a period of 30 days from the date of opening of the received tenders. The EMD of the successful bidder will be returned after completion of work. However, in case of the lowest/ successful bidder backing out from the terms and conditions mentioned in his tender or refuses to honor his tender, the earnest money deposit will be forfeited.
- 13) Security Deposit (Performance Guarantee Deposit) - EMD of L1 bidder, will be converted to Security Deposit.
- 14) Bank reserves the right to cancel one or all tenders without assigning any reason whatsoever.

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15) **ORDER CANCELLATION:-** If the individual/ agency fails to deliver services within the stipulated time schedule or the extended date communicated by the Bank, it will be a breach of contract. The Bank reserves the right to cancel the order in the event of delay in services and forfeit the Earnest Money Deposit.

16) The actual quantity of Branches including Onsite ATMs/ Offices to be audited may vary from the projected quantity as per the requirements of the Bank.

17) Any delay in completion of the work over the stipulated period will attract penalty of 1% of the contract value per week subject to maximum of 10% of the contract value.

18) Though adequate care has been taken while preparing the Tender Document, the Bidders shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within **seven (07) days** from the date of notification of Tender Document, it shall be considered that the Tender Document is complete in all respects.

19) Earnest Money Deposit of Rs. 20,000/-, in the form of a Demand Draft/ Pay Order issued by a scheduled commercial Bank favoring **Canara Bank Circle Office, payable at Ranchi** must be submitted **along with the Technical Offer only**. Offers not accompanied with Earnest Money Deposit will not be accepted. This amount will be forfeited if, having been selected by the Bank for the job, the bidder refuses to accept work order or having accepted the work order, fails to carry out his obligations mentioned therein. Bank Guarantee in lieu of Earnest Money Deposit will not be accepted. No interest will be payable on the Earnest Money Deposit. The Earnest Money Deposit will be refunded to the unsuccessful bidders. The Earnest money paid by the successful bidder will be released only after completion of the contract. EMD is to be submitted along with Technical Bid. Submission of the EMD in the Financial Bid envelope shall render the tender being rejected on the grounds of non-submission of the EMD.

20) Earnest Money Deposit & Tender Fee is exempted for the applicants registered with National Small Industries Corporation Ltd (NSIC), with specific exemptions permitted by NSIC. Necessary proof shall be submitted along with the tender in the Technical Bid. (However, those who have exemption certificate from NSIC/ similar government authorities as per provision of MSME act will be exempted from submission of EMD & Tender Fee subject to the submission of valid document/ certificate to that effect).

21) **VALIDITY OF OFFER:** The offer should be valid for period of 365 days from the last date for submission of the offer.

22) **PAYMENT TERMS:-** 100% payment shall be released after submission of electrical audit report to General Administration Section, Circle Office. No advance will be paid. All audit report must also be signed by the concerned branch/ offices/ chest in charge.

23) **LOCATIONS TO BE COVERED:** The services will be required to be provided for all our Bank branches including on site ATMs/ offices/ Chests, coming under 4 Regional Offices located at Ranchi, Dhanbad, Hazaribagh & Jamshedpur.

24) **SETTLEMENT OF DISPUTE:** All disputes and differences of any kind whatsoever arising of or in connection with the contract whether during or after completion of contract shall be deemed to have arisen at **Ranchi** and only court in **Ranchi** shall have jurisdiction to determine the same.

**25) ELIGIBILITY CRITERIA:**

a. The engineer carrying out the Electrical Audit must be an accredited energy auditor from BEE (Bureau of Energy Efficiency).

b. The Electrical Safety auditor requires to furnish their PAN No., GST No. registration details of firm with TIN No. etc.

c. Agency/ individual must be an Income Tax Assessee for the last three years. Agency/ firm must have **turnover of 2.0 lacs (on specific work of Electrical Audit)** per annum for last three years.

d. The agency/ individual should have at least 3 years of experience of carrying out electric audit and should submit at least ONE work order and completion certificate during last three years preceding 31.03.2024.

e. The firm should have satisfactorily completed **at least one similar job worth 3.0 lacs (minimum)** for single office or multiple offices/ branches of single organization through **one contract** during last three years.

Similar jobs shall mean Electrical Audit work executed in Public Sector Banks/ Public Sector Undertakings/ State/ Central Government Organization.

Applicant shall submit the **Performance Certificates** from the respective previous employers in support of above otherwise application is liable to be rejected.

26) **SELECTION:** The selection of entity for the above work will be done Regional Office wise as per our Circle viz. Ranchi RO, Dhanbad RO, Hazaribagh RO, Jamshedpur RO for conducting electrical audit for **different regions will be selected separately**. If same auditor is selected for various regions, the works need to be undertaken simultaneously in various regions and to be completed within the time frame. Hence the auditors who are planning to apply for this tender should ensure the availability of required manpower and equipments at their end to avoid penalty due to delay in completion of project. Vendor participating in the tender should quote the rates for all regions. If price bid of any region is left blank, same tender will be rejected completely.

27) **SPLITTING OF ORDER ONLY APPLICABLE FOR MSME ONLY 15% OF ORDER:** If L1 is in MSME. No splitting of work will be done. If L1 is not MSME and any other bidder than L1 2g. L2, L3, L4...etc. is an MSME than those will be given option to reduce their price to L1 price. If they agree then, order will be split up to 15% of the total contract amount.

28) **Concept of tender:** The tender is based on “Two Envelope concept”

First Envelope	-1-	Technical Bid (Page no - 1 to 39)
Second Envelope	-2-	Price Bid (Page no - 40 to 45)
Third Envelope	-3-	Bigger Envelope carrying Envelope 1 & Envelope 2

Tenders on prescribed form should be placed in two envelopes one sealed envelope consisting of “Technical Bid” duly super scribed as “Technical Bid” and other sealed envelope consisting “Price Bid” duly super scribed as “Price Bid” and both envelopes shall be kept in one bigger sealed single envelope, super scribed as “Application/ Offer for Electrical Audit of branches/ offices/ ATMs under Circle Office Ranchi” with the Name & Address of Tenderer and Contact Number.

The envelope containing both the bids must be addressed to:

General Administration Section,  
 Circle Office Ranchi,  
 4<sup>th</sup> Floor, P P Compound,  
 Main Road, Ranchi - 834001

29) The electrical auditors/ consultants/ engineers pertaining to Jharkhand state and/ or having base in a certain area of Ranchi Circle will be given preference while assessing their Technical Bid for choosing the eligible entities. **TECHNICAL & FINANCIAL BID FORM SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPE.**

30) Applications containing false and/ or inadequate information are liable for rejection.

31) The application which is received after due date & time is liable for rejection. **Applications incomplete in any respect & which are not legible are liable for rejection.**

32) Canvassing in any form in connection with pre-qualifications is strictly prohibited and the application of such persons/ organizations who resort to canvassing will be liable to rejection.

**33) ELGIBILTY CRITERIA**

Should have at least past <b>3 years of experience</b> of carrying out electrical Audit.	Proof should be enclosed. (At least one work order, completion certificate & Performance certificate during last three years preceding 31.03.2024)
Annual Turnover from Electrical Audit for the last three years should be minimum Rs. 2 Lakhs. The Firm/ company should be in profit during the last three years from Electrical Audit.	<b>Copy of Audited Balance Sheet and Profit and Loss account</b> should be submitted for the <b>last three years. i.e., 2020-2021, 2021-2022 and 2022-2023 from Electrical Audit.</b> Certificate from Chartered Accountant <b>certifying the turnover for last three financial years.</b>
Should be registered with Tax authorities for TIN Registration, IT, GST etc. and Tax clearance certificate	The registration no. of the firm/ company along with <b>Valid IT Certificate/ GST Certificate/ Certificate of Incorporation/ TIN Number</b>
Should have undertaken one similar job of minimum <b>Rs. 3 Lakhs</b> for a	Proof should be enclosed like order copy or installation

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single office or multiple offices/ branches of Single Organization through <b>one contract</b> during last Five years. Similar jobs means Electrical Audit work executed in Public Sector Banks/ Public sector Undertakings/ State/ Central Government Organization	certificate/ satisfactory certificate etc.
Electrical Audit must be carried out by an accredited energy auditor from BEE	Copy of certificate from <b>BEE (Bureau of Energy Efficiency)</b>

- 34) Only Technical Bid qualified parties will participate in Financial Bid.
- 35) Canara Bank reserves the right to award work and/ or cancel work for any party as per its requirement or in case of any exceptional situation.
- 36) Detailed list of branches/ offices/ ATMs where electrical audit has to be conducted is enclosed with this RFP.
- 37) The Electrical Fire safety auditor or firm must arrange for the conveyance, lodging expenses men and material required for conducting the safety audit at their cost. The bids submitted will be region wise and should be inclusive of all costs applicable for that region plus applicable GST.
- 38) Adequate care should be taken by the electrical auditor during the verification, measuring and recording of the data.
- 39) Any damage to the Bank's property, equipment's under testing and measurement during the electrical fire safety audit will be charged to the firm.
- 40) Bank is not responsible for accidental injury of any of the operating personnel involving in the audit procedure. Personnel should be well trained and should have adequate knowledge in electrical safety aspects and handling of electrical equipment's. The equipments supplied to personnel should meet the related IS Standards/ International standards as per the prevailing Rules of Central/ State Govt. IN THIS REGARD, THE BIDDER/ COMPANY/ AGENCY SHOULD UNDERTAKE TO INDEMNIFY THE BANK. IN THIS REGARDS AN INDEMNITY BOND HAS TO BE SIGNED BY THE L1 BIDDER ON A STAMP PAPER OF REQUISITE VALUE.
- 41) **Four (4) copies** of audit report have to be prepared. **First (1<sup>st</sup>)** copy has to be submitted to the branch, **second (2<sup>nd</sup>)** copy has to be submitted to the RO, **third (3<sup>rd</sup>)** copy to Circle Office and **fourth (4<sup>th</sup>)** copy has to be retained by the electric auditor. **Soft copy** in the form of excel sheet of the data captured has to be submitted to the **Circle Office** unless which payment will not be made. The copies of the report to be duly signed by the licensed Electric Auditor/ Engineer on behalf of the firm.
- 42) Also, the firm has to provide a **detailed estimate and BOQ** for the works to be undertaken in branches/ offices/ own buildings based on the observations made during their inspection and to be included in the audit report.

For and behalf of Canara Bank  
Assistant General Manager

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To  
The Assistant General Manager  
Canara Bank,

\_\_\_\_\_

\_\_\_\_\_

Sir,

Sub: Application/ Offer for Electric Audit of branches including on site ATMs/ offices/ Currency Chests

1. I/We have read and understood the pre-qualification notice and instructions to the Applicants and submit my/ our applications for Bank's consideration duly filled and complete in all respects according the Performa.
2. I/We further understand that pre-qualification and selection of Electric Auditor will be in accordance with Banks terms and conditions subject to the authority of the Bank to alter or amend the same keeping in view of the exigencies of the work.
3. I/We do hereby declare that the information furnished in the Performa from pages to and in the supplementary sheets is correct to the best of my/ our knowledge and belief.
4. I/We have read the instructions appended and all terms and conditions and I/We understand that if any false information is detected at a later date, any future contract made between ourselves and Canara Bank, on the basis of the information given by me/us can be treated as invalid by the Bank and I/We will be solely responsible for the consequences.
5. I/We agree that the decision of Canara Bank in selection of L-1 bidder will be final and binding to me/us.
6. All the information furnished by me hereunder is correct to the best of my knowledge and belief.
7. I/We agree that I/We have no objection if enquiries are made about the work listed by me/us in the accompanying sheets.

Yours faithfully,

Signature :  
Name :  
Organization :  
Designation :  
Contact no. :  
Seal :

## SCOPE OF WORK

### 1. THE ELECTRIC SAFETY AUDIT SHALL BE CARRIED OUT TO SPECIFICALLY COVER THE FOLLOWING ASPECTS.

- Physical inspection of the office/ branch premises with reference to applicable Indian standards, Indian Electricity Rules and other relevant codes of Practice & identifying electrical hazards (shocks, fires, etc.).
- Review of protection devices/ system of the electrical installation including fuses, ELCB, MCB, MCCB, master electrical switch, etc.
- Review of adequacy of cables, motors, etc. based on actual load current measurements and cable current carrying capacities.
- Review the EPM (Electrical Preventive Maintenance) programme and to examine documentation, checklists, test records, etc. and to suggest recommendations as per applicable standards.
- To evaluate the earthing system (installation and maintenance) based on IS 3043 (or latest available IS standards) including availability, upkeep and testing of earth pits and to suggest recommendations.
- Display of danger signboard.
- Use of electrical rubber mats, rubber gloves, etc.
- Provision of identification tag of cables, cable glands, sealing of cable entry and unused holes.
- Upkeep and housekeeping of electrical installations.
- Provision of indicating lamps on the control panels.
- Use of 3-pin plug and socket.
- Fire protection of electrical installations.
- Arrangement for repair and maintenance of electrical installations, equipment and appliances including qualified maintenance personnel, accessibility and maintenance practices etc.
- Adequacy of rating of electrical equipment and installation.
- Adequacy of isolation of current carrying parts.
- Lightning protection.
- Weather protection of outdoor electrical equipment and fittings.
- Cables - dressing, routing, identification tags, glands, lugs, armoured earthing, sealing of cable entry and used holes, adequacy for current carrying capacity, colour coding.
- DG Set - emergency switch, oil leakage, stack and noise monitoring.
- UPS and battery room.
- Review of the following test records, (if any) evaluating the test results and to suggest recommendations as per applicable standards.
  - Insulation resistance tests
  - Earth resistance tests

### 2. ACTUAL TESTS/ANALYSIS TO BE PERFORMED DURING THE AUDIT:

- Infrared Thermography: HT/LT panels where applicable, DBs, MCBs, SMDB (Light & Power), MDB (Light & Power), Wall & Floor Sockets, Stabilizers, UPS, A/C Units, Exposed Terminations of Cables, exposed cables/wiring, etc.
- Earth pit Resistance tests.
- Actual Load Measurements at Normal & Full load including Total Voltage & Total Current Harmonics.

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### 3. AUDIT METHODOLOGY:

- Development of audit checklist based on the preliminary information provided by the Bank.
- Carry out inspection of electrical installations in the office premises.
- Discussions with key personnel to verify existence of the systems/ procedures.
- Review of key documents and records.
- Submission of the electrical audit report.

### 4. AUDIT CRITERIA:

- Applicable safety-related statutes including the Electricity act and Indian Electrical Rules.
- National Building Code (Electrical Installations).
- National Electrical Code.
- Other relevant Indian standards & codes of practice.

### 5. DELIVERABLES:

The audit team will prepare and submit the electrical audit report as per the methodology. The report shall contain objectives, methodology, executive summary and observations and recommendations.

### 6. SCOPE:

Scope of work includes Comprehensive Electrical Audit on the following measures:

a) Visiting each and every branch/office/own building and verifying the installation (As detailed in the Formats enclosed).

b) Electrical Audit.

c) Suggestion and corrective measures <sup>Internal</sup> necessary towards electrical fire and safety measures, up-gradation in the electrical systems, electrical load, connected load, sanctioned load, enhancement of load etc.

d) **Detailed estimate and BOQ** for the works to be undertaken in branches/ offices/ own buildings based on the suggestion and corrective measures. Also further suggestions, modifications if any need to be provided as per Bank's requirement.

e) Submission of Comprehensive Report as per Annexure enclosed, observed/ verified during Branch/ office/ Building inspection. Quadruplicate report to be prepared. **First (1<sup>st</sup>)** copy has to be submitted to the branch, **second (2<sup>nd</sup>)** copy has to be submitted to the RO, **third (3<sup>rd</sup>)** copy to **Circle Office** and **fourth (4<sup>th</sup>)** copy has to be retained by the electric auditor. **Soft copy** in the form of excel sheet of the data captured has to be submitted to the **Regional/ Circle Office** unless which payment will not be made. The copies of the report to be duly signed by the licensed Electric Auditor/ Engineer on behalf of the firm.

f) The scope includes arranging all required tools, measuring instruments and technicians required for completion of the scope of work. It also includes work instructions from Bank, visiting site, and preparing reports so as to enable the Bank to take a decision for improvement.

g) The agency shall maintain following registers on daily basis i.e. Daily progress report and hindrance register. The agency has to submit PERTCHART incorporating all activities required for the completion of the work in time to respective Regional Office & Circle Office.

**TECHNICAL BID**

Internal

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**APPLICATION FOR ELECTRICAL FIRE SAFETY FOR VARIOUS CANARA BANK OFFICES/ BRANCHES UNDER RANCHI CIRCLE OFFICE IN 4 REGIONAL OFFICES**

1.	Name of the Applicant/ Organization	
2.	Complete postal Address of the Registered Office	
i.	Contact Person	
ii.	Telephone nos.	
iii.	Mobile nos.	
iv.	E-mail ID	
3.	Complete Postal address of the Local Office through which the proposed works of the Bank will be handled and the Name & Designation of officer in charge	
i.	Contact Person	
ii.	Telephone nos.	
iii.	Mobile nos.	
iv.	E-mail ID	
4.	EMD DD Details	
i.	DD Number	
ii.	Name of Bank	
5.	Year of Establishment (Enclose Supporting Document)	
6.	Type of the organization (Whether sole proprietorship, Partnership, Pvt. Ltd. or Ltd. Co. etc.) (Enclose certified copies of documents)	
7.	Name of the Proprietor/ Associates/ Partners/ Directors of the Organization/ Firm (Enclose certified copies of document as evidence)	
i.	Name	
ii.	Name	

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iii.	Name		
iv.	Bio-data of Partners/ Associates/ Directors/ Proprietor. Bio-data to be Enclosed		
8.	Details of registration - (Enclose certified copies of document as evidence)		
i.	Whether Partnership firm, Company, etc.		
ii.	Name of Registering Authority		
iii.	Date and Registration number		
9.	No. of years of experience in the field and details of work in any other field. (Enclose supporting documents)		
10.	Details of registration with : Bureau of Energy Efficiency (BEE) (Enclose certified copies of documents as evidence)		
11.	PAN Number		
12.	GST Number		
13.	Income Tax Return Certificate <span style="color: yellow;">Internal</span>		
14.	Yearly turnover of the organization during last 3 years. Furnish copy of audited balance sheet and Profit & Loss A/c (Audited)		
	Financial Year	Assessment Year	TURNOVER (in lacs)
i.	2020-2021	2021-2022	
ii.	2021-2022	2022-2023	
iii.	2022-2023	2023-2024	
	Average Turnover		
15.	Details of work undertaken during last 3 years to satisfy experience criteria		
15A	Year	Work Order/ Completion Certificate Reference No.	Organization Date of Work Order
A1	2020		
A2	2021		
A3	2022		

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15B	Furnish the details of responsible persons for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization				
	YEAR	ORGANIZATION WITH POSTAL ADDRESS	NAME & DESIGNATION	MOBILE NUMBER	EMAIL ID
B1					
B2					
B3					
16.	Similar type of work carried out during last 3 years				
16A	One similar work of Minimum Rs. 2,00,000/- (value)				
A1	i.	Completion certificate no.			
A2	ii.	Date of issuance of Completion certificate			
A3	iii.	Value of the work completed (Rs. _____)			
A4	iv.	Completion certificate issuing authority			
A5	v.	Complete postal address of the Department			
A6	vi.	Email id			
17.	Whether any Civil suit/ litigation arisen in contracts executed/ being executed during the last 10 years. If yes, please furnish the name of the project, employer, nature of work, contract value, work order and brief details of litigation. Give name of court, place and status of pending litigation. Attach a separate sheet if required.				
18.	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted.				
19.	Have you been ever disqualified or levied penalty by the Bank in past for non fulfilment of the contractual				

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	obligations. If yes, please provide details.	
20.	Have you in past carried out any works for Canara Bank or its subsidiaries? If yes, give details.	
21.	Detailed description and value of works done (Proforma-6) Enclosed (Yes/No)	
22.	Name and value of other similar major works on hand in PSU/ Banks/ Govt. Organizations. Details to be given.	
23.	List of Technical Personnel employed with profession experience and qualification.	

NOTE: Separate sheets, photographs, documents, etc. in support of above can be enclosed. Applicants having valid GST no. will be given preference.

Please note that all the documents requested should be arranged in the same order as mentioned in the technical bid with proper numbering and index page.

DECLARATION

1. All the information furnished by me/ us here above is correct to the best of my knowledge and belief.
2. I/We agree that the decision of CANARA BANK in selection will be final and binding to me/us.

Place :

Date :

NAME & SIGNATURE OF THE CONSULTANT

**PROFORMA 1**

**Technical Personnel and Similar Experience**

Details of technical personnel, giving details about their technical qualification & experience including that in your establishment

S.No.	Name	Age	Qualification	Experience	Nature of works handled	Name of the projects handled	Date from which employed in your organization	Indicate details of experience for similar projects
1	2	3	4	5	6	7	8	9

**Notes:**

1. Information has to be filled up specifically in this format in your letter head. Please do not write remark “ As indicated in Brochure”.
2. Indicate other points, if any, to show your technical and managerial competency to indicate any important point in your favour.

Internal

**PROFORMA 2**

**Details of infrastructure in office**

S.No.	Item	Number	Details
1	Office Premises, Area etc.		
2	E-mail ID		
3	Telephone		
4	Equipment for earth pit resistance test		
5	Equipment for infrared thermograph		
6	Equipment for insulation resistance test		
7	Software Used		
8	Reference Book Used		
9	Subscription to magazines, journals, institutional technical nature		

**Notes:**

1. Information has to be filled up specifically in this format in your **letter head**. Please do not write remark “As indicated in Brochure”.

Internal

REF: RNCO/GAS/ELECTRICAL AUDIT 2024/ON/235/2024-2025/MKS DATE 08.07.2024

PROFORMA 3

DECLARATION FOR NON BLACKLISTING OF YOUR FIRM

TENDER REF: RNCO/GAS/017-EA/2024-2025

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 Pvt. 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 Canara Bank, without any recourse.

**Dated:**

**Signature & Name of the Bidder with Seal**

**Notes:**

Internal

1. Information has to be filled up specifically in this format in your **letter head**.

REF: RNCO/GAS/ELECTRICAL AUDIT 2024/ON/235/2024-2025/MKS DATE 08.07.2024

PROFORMA 4

UNDERTAKING LETTER FOR NON ALTERATION OF DOCUMENT

The Assistant General Manager,  
Canara Bank,  
General Administration Section,  
Ranchi - 834001

TENDER REF: RNCO/GAS/017-EA/2024-2025

Dear Sir,

This has reference to your above RFP published in your Bank's website and CPPP website.

We hereby state that we M/s \_\_\_\_\_ have submitted the above offer documents duly filling at the appropriate places without making any alterations, corrections, omissions in the offer issued by the Bank or downloaded from the website.

Signature & Name of the Bidder with seal

PROFORMA 5

CHARTERED ACCOUNTANTS CERTIFICATE FORMAT

No. \_\_\_\_\_

Dated \_\_\_\_\_

To  
The Assistant General Manager,  
Canara Bank,  
General Administration Section,  
Circle Office, Ranchi - 834001

Dear Sir,

Tender Reference No. - **RNCO/GAS/017-EA/2024-2025**

This is to certify that we, \_\_\_\_\_,  
vide our registration no. \_\_\_\_\_, Auditors of the company/ firm  
M/s \_\_\_\_\_  
net profit for last three financial year from **Electrical Audit** given as under:-

Financial Year	Turnover (Rs. In Lacs)	Net profit after tax (Rs. In Lacs)
2022-2023		
2021-2022		
2020-2021	Internal	

The certificate has been based on information and documents produced before us.  
(Copy of the certified documents attached for your reference).

Yours faithfully

(Name and Signature with Seal)

For and on behalf of

M/s \_\_\_\_\_

UDIN:

Place:

Note: This CA certificate should be on the letterhead of the Auditor firm and should be signed by a competent person of the Firm.

**PROFORMA 6**

**LIST OF WORKS COMPLETED BY THE ORGANIZATION DURING THE LAST 3 YEARS**

**One similar job worth minimum 2 lacs during last THREE years ending 31.03.2024**

S.No.	Name of the Project & location	Name & full postal address of the Firm. Also indicate whether Govt., Semi-Govt., Pvt. Body, Reputed firms or Financial Institution with full postal address & details of contact person of the Firm	Contract Amount (Rs.) for Electric Audit work only with copy of Work Order	Completion Period Stipulated (Year)	Actual (Year of completion)	Any other relevant information
			Internal			

**Notes:-**

1. Information has to be filled up specifically in this format in your **letter head**. Please do not write remark “As indicated in Brochure”.

PROFORMA 7

**PROFORMA OF ELECTRIC SAFETY AUDIT**

1. Electrical Auditor is required to take the attendance certificate from the Branch Head at the time of visiting the branch.
2. Electrical Auditor report must consist of non-scaled sketch of layout of the branch showing the denomination of the areas used by you in the report.
3. Electrical Auditor report must consist of wiring diagram of existing electrical system including marking the position of critical faults which needs immediate attention.
4. Inspection/ recommendation report of existing electrical system with your observations and remarks.
5. Photocopy of last three electrical bills of the branches/ offices/ own buildings/ ATM, including marking any discrepancy, if any.
6. Detailed estimate and BOQ for the works to be undertaken based on the suggestion and corrective measures.
7. Branch/ office/ Currency Chest overview.

S.No.	Description	Internal	Particulars
1.	Regional Office		
2.	Name of Branch/ Office		
3.	Branch Code		
4.	Address		
5.	Phone number		
6.	Email Id		
7.	Contact Person		
8.	Mobile No.		
9.	Area of Premises		

**8. Branch Inventory Details:**

S.No.	Description	Make and Model	Wattage	Nos. installed Floor wise			Electrical Power Load
				Floor No.	Floor No.	ATM	
1	<u>ELECTRICAL FIXTURES</u>						
a	2 x 2 LED Light						
b	LED Round Light						
c	LED Down Light						
d	LED Tubelights						
e	CFL Lamps						
f	Tube Lights						
g	Incandescent Lamps						
h	Ceiling Fans						
i	Pedestal/ Wall Fans						
j	Exhaust Fans						
k	Water Dispenser						
l	Air Cooler						
2	<u>UPS</u>						
a	1.0/2.0/3.0 KVA * 0.8 =						
b	5.0/6.0/7.5 KVA * 0.8 =						
c	10/20/30 KVA * 0.8 =						

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3	<u>RAW POWER</u>						
a	Note Counting Machine not on UPS						
b	Photocopier Machine not on UPS						
c	Gold Weighing Machine						
d	Gold Purity Checking Machine						
e	Glow Sign Board						
f	Power Socket						
g	Motor 1.5 HP						
4	<u>AIR CONDITIONERS</u>						
a	WINDOW AC						
	1.0 Tr						
b	SPLIT AC						
	1.0 Tr						
	1.5 Tr						
	2.0 Tr						
c	CASSETTE AC						
	1.5 Tr						
	2.0 Tr						
	3.0 Tr						
	4.0 Tr						
d	DUCTABLE SPLIT AC						
	5.5 Tr						
	7.5 Tr						
	11.0 Tr						
e	VRF/VRV						
	8/10/20 HP						
5	<u>ANY OTHER</u>						

\* The list of items provided is for general understanding and is not complete. Auditor to prepare detailed list based on the inventory available in each branch/ office/ ATM/ Bank Owned Building.

**9. Electrical Load Analysis:**

S.No.	PARTICULARS	REMARKS	RECTIFICATION RECOMMENDED
1	Total Connected Load	Internal	
2	Is Sanctioned load less than Connected load		
3	Additional load required (if any)		
4	Has branch paid any penalties for excessive load		
5	Electrical Load Utilization		
6	Electrical Load on UPS		
7	DG set installed		
8	DG set capacity		
9	DG set capacity appropriate for connected load (capacity more or less)		

**10. Electrical Distribution System:**

S.No.	PARTICULARS	REMARKS	RECTIFICATION RECOMMENDED
1	Whether load is balanced in all phases to avoid unbalancing of phases		
2	Type of Wiring (open/conduit)		
3	Whether the sizes of		

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	cables/wires are of adequate rating and gauge (including false ceiling (Yes/No) (If No then give suggestion)		
	a. Incoming		
	b. UPS		
	c. PDB		
	d. AC		
	e. LDB		
	f. Electrical Gadgets		
4	Whether cables are properly terminated		
5	Any clubbing of installations in one point. (Yes/No) (If yes give location and suggestion)		
6	Condition of Electrical cabling carried out in the premises (Good/medium/Poor) (if poor give suggestion)		
7	Whether electrical equipments are operating at specified voltage/ current (within tolerance range)		
8	MCCB/MCB/Master switch is installed in prominent place and is in working condition (Yes/No) (If No then give suggestion) Internal		
9	Any ELCB are installed in branches (Yes/No) (If No then give suggestion)		
10	Whether existing MCCB/MCB/ELCB provided are of adequate rating (Yes/No)(If No then give suggestion for proper rating MCB/Master switch)		
11	Whether MCCB/MCB/ELCB provided in Distribution boards are functioning properly		
12	Rating of Fuses/ Junction Box are as per standards		
13	Whether single isolating switch is available for the premises and separate switch for the UPS provided at the branch for switching off the non-essential loads at premises during the night		
14	Whether UPS output is provided for CCTV, Fire/ Security alarm system and emergency loads.		
15	Whether ATM/ Network room AC's and glow sign boards are		

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	provided with timer mechanism of adequate rating and functioning properly		
16	Any hanging/unprotected loose electrical live wires inside the branch premises		
17	Whether power supply to Locker, strong rooms are disconnected by the removal of three core wire and plug arrangement		
18	Earth Pits identified		
19	No. of earth pits available		
20	Condition of earthing with meggered values and whether meggered resistance values are within the standards		
21	Is there Earthing connection for raw power, UPS and generators and Status of earthings are in good condition/adequate rating. (Yes/No)(If No then give suggestion)		
22	Earth connection to equipments: Proper/Not proper		
23	Whether all plug points are provided with proper earth lead		
24	General condition of Main switch Electric meter board and change over switch		
25	Whether proper arrangement for ventilation of panel room/electrical room/UPS room is provided		
26	Whether paper, old material or any other scrap kept near DB/panels/UPS/Batteries etc.		
27	Electric switch's, devices and equipments-		
	S.No.	Particulars	Proper/Not Proper
	1	Old, Outdated switch boards and wiring	
	2	Loose connections	
	3	Improper fuses/Fuses of incorrect rating	
	4	Necked wire inserted into the plug	
	5	Use of light point plug instead of power point plug	
	6	Burned out insulation	
	7	Non provision of circuit breakers of adequate capacity	
	8	Power consumption in excess of the sanctioned LOAD	
	9	Generator load in Amps or KVA at present time of electrical audit	
	10	Generator earth- (Yes/No) - Working/Not Working)(0-4 volts is OK)	
	11	Earth L.T Main (N)- (Working/Not Working)(0-4 volts is OK)	
	12	UPS Earth- (Yes/No)- (Working/Not Working)(0-4 volts is OK)	
	13	Unauthorized use of Heaters, Blowers etc.	

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	14	Provision of fire alarm system- (Yes/No)- (Working/Not Working)					
	15	Provision of fire Extinguisher-(Yes/No)- (Mansion expire date)					
	16	CCTV camera is working?					
	17	Kinds of DB's - (MCB type/Fuse type)					
	a						
	b						
	c						
	d						
28	Whether any generator is kept inside the Bank premises (Yes/No) (If yes then give full details-make, capacity, date of manufacturing etc.)						
29	Whether condition of batteries, coolant and RPM of Generator are in proper condition? (Yes/No) (If No then give suggestion)						
30	Whether earthing for body and Neutral are provided for DG sets						
31	Whether DG sets neutral and body are independently grounded						
32	Generator supply line connect with other building, landlord building and any Mobile or other batteries from the bank Generator						
33	Total no. of UPS in the branch with capacity						
34	Whether appropriate UPS capacity/ load for branch/offices premises (Yes/No) (If NO give suggestion)						
35	Whether UPS battery connections are proper (Yes/No) (If No give suggestion)						
36	Status of UPS panel wiring. (Good/medium/poor)						
37	Whether Air conditioners, stabilizers are functioning properly. Please specify the rating, make, model and type of stabilizer						
	S.No.	Capacity	Make	Model	Type		
	a						
	b						
38	Whether the Air Conditioners installed at Branch/Office/ATM is as per BEE ratings						
39	Condition of wiring/pipes of Air conditioners						
40	Whether power supply for each AC unit is appropriate and proper						

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	connection with main power source (Yes/No) (If no then give suggestion)		
41	Whether UPS and ACs are in under AMC (Yes/No) (If No then give suggestion)		
42	Any major fault found in service report of UPS and battery in last six month (Yes/No) (If Yes then give full details with suggestion)		
43	Any other fire risk through electric in the premises (Yes/No) (If yes then give details)		
44	Overall fire risk rating through electrical wiring, switches, MCB etc.(High/Medium/Low)		
45	Whether penalty is being imposed on electricity bills (it may be ascertained from the electricity bill of April/May/June/July)		
46	Whether all plug points are provided with proper earth lead		
47	Whether water seepage is observed near any of the Electrical equipment and wirings		
48	Whether diesel i.e. inflammable materials are safely stored		
49	Whether Neutral to earth voltage is within permissible limits		
50	Whether the last person leaving the branch/office is ensuring that the mains are switched off		

**11. Meter Details:-**

Service Provider	Division	Consumer No.	Type (3 phase/single phase)	Meter No.	Consumption (units) per month	Average bill per month

**12. Air Conditioner Details:**

S.No.	TYPE OF AC UNIT	LOCATION	MAKE & MODEL	YEAR	TONNAGE

**13. DG Set Details:**

Make	Capacity in KVA	1 phase/ 3 phase	Connected load	Remarks

**14. Incoming Main Technical score chart- (Separate for each electrical meter):**

S.No.	Description	Volt DG	Volt LT	Current DG	Current LT	Power DG/ Power LT
1	R-Phase to N					
2	Y-Phase to N					
3	B-Phase to N					
4	N to Earth					
5	Frequency					

**15. Earthing Details:**

Parameters	Area 1	Area 2	Area 3	Area 4

**16. UPS Details:**

Parameters		Readings recorded	Normal range	Remarks
Voltage at input of UPS	L-N			
	L-E			
	N-E			
Voltage at output of UPS	L-N	Internal		
	L-E			
	N-E			
Load on UPS (KVA)	o/p of UPS			
Frequency	o/p of UPS			

**Inverter Details:**

Parameters		Readings recorded	Normal range	Remarks
Voltage at input of Inverter	L-N			
	L-E			
	N-E			
Voltage at Output of Inverter	L-N			
	L-E			
	N-E			
Load on Inverter (KVA)	o/p of Inverter			
Frequency	o/p of Inverter			

**1. Lux Levels**

S.No.	Area	Lux
1	Manager Cabin	
2	Cash Counter	
3	Banking Hall	
4	Record Room	
5	Strong Room	
6	UPS Room	
7	Lunch Room	
8	Store Room	
9		

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2. Risk Rating format of Branch including attached ATMs Lobby/Offices/Currency Chests on basis of electricity

S.No.	Any penalty paid by branch in last six month (Yes/No)	Any overload in branch/office (Yes/No)	Inadequate rating of MCB/Master switch (Yes/No)	Any fire risk in UPS and battery room (Yes/No)	Poor wiring in branch (Yes/No)

3. Observations

4. Recommendations

5. Tips on energy saving

Internal

6. Immediate rectification work required to be done to avoid unsafe condition

Please attach photos of defective installation/items and mark cover of Report

Red	:	If it is high Risk
Yellow	:	If it is Medium Risk
Blue	:	If it is Low Risk

The above observations are true and actually recorded by me.

Place:

Date:

Signature & Stamp of Auditor

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SITE VISIT REPORT

This is to certify that Mr./Mrs./Ms. \_\_\_\_\_ from  
M/s \_\_\_\_\_ has conducted  
Electrical Audit.

Audit/Inspection in our Branch/Office is done on \_\_\_\_\_

Branch name & DP Code:

Branch Seal:

Signature:

Name:

Contact No:

Internal

Date:

Photographs of Main Electric panels, UPS room condition of Electric wiring etc.

Internal

Observation/Recommendations

Images from Infrared Camera (Main Panel, UPS etc.)

Internal

Observation/Recommendations

Blue print of the branches/ATMs/Offices to be attached



List of Admin Units

S.No.	DP Code	Office Name	Regional Office	District
1	7175	Circle Office		Ranchi
2	7035	MCB Ranchi		Ranchi
3	3306	CPH Ranchi		Ranchi
4	55192	LDC Ranchi		Ranchi
5	8058	CC Ranchi	Ranchi	Ranchi
6	3933	RAH Ranchi	Ranchi	Ranchi
7	7226	MSME Ranchi	Ranchi	Ranchi
8	8365	RO Ranchi	Ranchi	Ranchi
9	8091	CC Dhanbad	Dhanbad	Dhanbad
10	6662	RAH Dhanbad	Dhanbad	Dhanbad
11	7223	MSME Dhanbad	Dhanbad	Dhanbad
12	8363	RO Dhanbad	Dhanbad	Dhanbad
13	8021	CC Jamshedpur	Jamshedpur	Purbi Singhbhum
14	3934	RAH Jamshedpur	Jamshedpur	Purbi Singhbhum
15	7224	MSME Jamshedpur	Jamshedpur	Purbi Singhbhum
16	8364	RO Jamshedpur	Jamshedpur	Purbi Singhbhum
17	6830	RAH Hazaribagh	Hazaribagh	Hazaribagh
18	7592	MSME Hazaribagh	Hazaribagh	Hazaribagh
19	7591	RO Hazaribagh	Hazaribagh	Hazaribagh

List of Branches with attached ATMS under Ranchi RO

S.No.	DP Code	Branch Name	Regional Office	District
1	4622	BANHARA	RANCHI	RANCHI
2	4904	BARAMBE	RANCHI	RANCHI
3	4895	BERO	RANCHI	RANCHI
4	4896	BUNDU	RANCHI	RANCHI
5	5706	BURMU	RANCHI	RANCHI
6	6796	CHANDAGHASI	RANCHI	RANCHI
7	6295	CHOKAHATU	RANCHI	RANCHI
8	1902	CHURI	RANCHI	RANCHI
9	4899	GUMLA	RANCHI	GUMLA
10	1873	KAMRE	RANCHI	RANCHI
11	3375	KHUNTI	RANCHI	KHUNTI
12	4624	KORANJO	RANCHI	SIMDEGA
13	3374	LOHARDAGA	RANCHI	LOHARDAGA
14	4623	MALSIRING	RANCHI	RANCHI
15	4620	MANHO	RANCHI	LOHARDAGA
16	7409	NAGRI	RANCHI	RANCHI
17	2670	NAMKUM	RANCHI	RANCHI
18	5708	ORMANJHI	RANCHI	RANCHI
19	3377	PITHORIA	RANCHI	RANCHI
20	5365	RANCHI ASHOKNAGAR	RANCHI	RANCHI
21	3709	RANCHI BARIYATU	RANCHI	RANCHI
22	5362	RANCHI BIRSA CHOWK	RANCHI	RANCHI
23	7398	RANCHI BIT CHOWK	RANCHI	RANCHI
24	1969	RANCHI CHUTIA	RANCHI	RANCHI
25	1642	RANCHI DORANDA	RANCHI	RANCHI
26	17527	RANCHI HARMU	RANCHI	RANCHI
27	183	RANCHI HATIA-DHURWA	RANCHI	RANCHI
28	17526	RANCHI HINOO	RANCHI	RANCHI

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29	2869	RANCHI KANKE ROAD	RANCHI	RANCHI
30	5366	RANCHI KATHAL MORE	RANCHI	RANCHI
31	6703	RANCHI KOKAR	RANCHI	RANCHI
32	2959	RANCHI KUSAI COLONY	RANCHI	RANCHI
33	17523	RANCHI KUTCHERI ROAD	RANCHI	RANCHI
34	17522	RANCHI LADY KCROY MEM SCHOOL	RANCHI	RANCHI
35	5364	RANCHI LALPUR	RANCHI	RANCHI
36	377	RANCHI MAIN	RANCHI	RANCHI
37	8625	RANCHI MARWARI COLLEGE	RANCHI	RANCHI
38	2730	RANCHI NIFT HATIA	RANCHI	RANCHI
39	2514	RANCHI RATU ROAD	RANCHI	RANCHI
40	2728	RANCHI THARPAKHNA	RANCHI	RANCHI
41	5229	RANCHI TUPUDANA	RANCHI	RANCHI
42	17538	RATU	RANCHI	RANCHI
43	1951	SALGAPOS	RANCHI	SIMDEGA
44	7358	SILLI	RANCHI	RANCHI
45	5228	SIMDEGA	RANCHI	SIMDEGA
46	3907	SIMLIYA	RANCHI	RANCHI
47	7397	SISAI	RANCHI	GUMLA

List of Branches with attached ATMS under DHANBAD RO

S.No.	DP Code	Branch Name	Regional Office	District
1	1253	BOKARO STEEL CITY	DHANBAD	BOKARO
2	2955	BOKARO STEEL CITY PENTE COSTAL ASSEMBLY	DHANBAD	BOKARO
3	2961	CHAS (BOKARO)	DHANBAD	BOKARO
4	3512	CHANDRAPURA	DHANBAD	BOKARO
5	3707	JENA MORE	DHANBAD	BOKARO
6	4614	RADHANAGAR	DHANBAD	BOKARO
7	4655	SPECIALISED SME BRANCH, BOKARO	DHANBAD	BOKARO
8	4656	NAWADI	DHANBAD	BOKARO
9	5363	CHIRA CHAS	DHANBAD	BOKARO
10	6004	PHUSRO	DHANBAD	BOKARO
11	6417	JHALBARDA	DHANBAD	BOKARO
12	7390	PETARBAR	DHANBAD	BOKARO
13	8695	BOKARO STEEL CITY HOLY CROSS SCHOOL	DHANBAD	BOKARO
14	17411	GHATIALI	DHANBAD	BOKARO
15	17451	BOLKARO STEEL CITY II	DHANBAD	BOKARO
16	251	DHANBAD	DHANBAD	DHANBAD
17	500	SINDRI PROJECT AREA	DHANBAD	DHANBAD
18	986	SERAIDHELA	DHANBAD	DHANBAD
19	1254	GOVINDPUR	DHANBAD	DHANBAD
20	1497	BARWA EAST	DHANBAD	DHANBAD
21	1518	JHARIA	DHANBAD	DHANBAD
22	1632	KAPURIA MORE	DHANBAD	DHANBAD
23	4616	KUMARJURI	DHANBAD	DHANBAD

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24	4617	PARASBANIA	DHANBAD	DHANBAD
25	4897	DIGWARDIH	DHANBAD	DHANBAD
26	4900	DHANBAD KATRAS	DHANBAD	DHANBAD
27	4908	DHANBAD HIRAPUR	DHANBAD	DHANBAD
28	5359	SAMLAPUR	DHANBAD	DHANBAD
29	5360	BELDANGA	DHANBAD	DHANBAD
30	5361	GORTOPA	DHANBAD	DHANBAD
31	7388	DHANBAD MEMKO MORE	DHANBAD	DHANBAD
32	7391	NAWADIH	DHANBAD	DHANBAD
33	17452	DHANBAD BARTAND (NIIT CAMPUS)	DHANBAD	DHANBAD
34	2864	DUMKA	DHANBAD	DUMKA
35	5358	MASANJOR	DHANBAD	DUMKA
36	17408	HANSDIHA	DHANBAD	DUMKA
37	4325	GODDA	DHANBAD	GODDA
38	5711	PAREYA HAT	DHANBAD	GODDA
39	17466	RANIDIH	DHANBAD	GODDA
40	4327	JAMTARA	DHANBAD	JAMTARA
41	5709	MIHIJAM	DHANBAD	JAMTARA
42	4326	PAKAUR	DHANBAD	PAKUR
43	4324	SAHIBGANJ	DHANBAD	SAHIBGANJ
44	5712	RAJMAHAL	DHANBAD	SAHIBGANJ

List of Branches with attached ATMS under JAMSHEDPUR RO

S.No.	DP Code	Branch Name <span style="color: yellow;">Internal</span>	Regional Office	District
1	247	CHAIBASA	JAMSHEDPUR	PASCHIM SINGHBHUM
2	329	CHAKRADHARPUR	JAMSHEDPUR	PASCHIM SINGHBHUM
3	351	NOAMUNDI	JAMSHEDPUR	PASCHIM SINGHBHUM
4	993	GOELKERA	JAMSHEDPUR	PASCHIM SINGHBHUM
5	1158	MANOHARPUR	JAMSHEDPUR	PASCHIM SINGHBHUM
6	1379	TANTNAGAR	JAMSHEDPUR	PASCHIM SINGHBHUM
7	1883	CHITTIMITTI	JAMSHEDPUR	PASCHIM SINGHBHUM
8	1916	CHOTENAGRA	JAMSHEDPUR	PASCHIM SINGHBHUM
9	4515	SPECIALISED SME BRANCH, CHAIBASA	JAMSHEDPUR	PASCHIM SINGHBHUM
10	4516	CHAIBASA KOLHAN UNIVERSITY	JAMSHEDPUR	PASCHIM SINGHBHUM
11	4625	KAMARHATU	JAMSHEDPUR	PASCHIM SINGHBHUM
12	4906	DANGUWAPASI	JAMSHEDPUR	PASCHIM SINGHBHUM
13	5355	PADMAPUR	JAMSHEDPUR	PASCHIM SINGHBHUM
14	5356	TOKLO	JAMSHEDPUR	PASCHIM SINGHBHUM
15	5357	DHIPA	JAMSHEDPUR	PASCHIM SINGHBHUM
16	5368	CHAKRADHARPUR J N COLLEGE	JAMSHEDPUR	PASCHIM SINGHBHUM
17	5532	MALUKA	JAMSHEDPUR	PASCHIM SINGHBHUM
18	184	JAMSHEDPUR TELCO COLONY	JAMSHEDPUR	PURBI SINGHBHUM
19	324	JAMSHEDPUR BISTUPUR MAIN	JAMSHEDPUR	PURBI SINGHBHUM
20	995	KHASMAL	JAMSHEDPUR	PURBI SINGHBHUM
21	1388	JAMSHEDPUR GOLMURI	JAMSHEDPUR	PURBI SINGHBHUM
22	1725	GAMARIA SASAN	JAMSHEDPUR	PURBI SINGHBHUM

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23	1970	JAMSHEDPUR TOILA DUNGRI	JAMSHEDPUR	PURBI SINGHBHUM
24	2516	JAMSHEDPUR MANGO	JAMSHEDPUR	PURBI SINGHBHUM
25	2731	JAMSHEDPUR LOYOLA SCHOOL	JAMSHEDPUR	PURBI SINGHBHUM
26	2960	JAMSHEDPUR KABIR MEM.URDU HIGH SCHOOL	JAMSHEDPUR	PURBI SINGHBHUM
27	2969	JAMSHEDPUR SAKCHI	JAMSHEDPUR	PURBI SINGHBHUM
28	2970	JAMSHEDPUR DIMNA ROAD	JAMSHEDPUR	PURBI SINGHBHUM
29	3513	JUGSALAI	JAMSHEDPUR	PURBI SINGHBHUM
30	3708	JAMSHEDPUR SONARI	JAMSHEDPUR	PURBI SINGHBHUM
31	4618	SAKRA	JAMSHEDPUR	PURBI SINGHBHUM
32	4898	GHATSHILA	JAMSHEDPUR	PURBI SINGHBHUM
33	4909	JAMSHEDPUR KADMA	JAMSHEDPUR	PURBI SINGHBHUM
34	5795	CHHOTA GOBINDPUR	JAMSHEDPUR	PURBI SINGHBHUM
35	6700	JAMSHEDPUR BARIDIH	JAMSHEDPUR	PURBI SINGHBHUM
36	7393	JAMSHEDPUR BHALUBASA	JAMSHEDPUR	PURBI SINGHBHUM
37	7394	JADUGUDA	JAMSHEDPUR	PURBI SINGHBHUM
38	7396	HATA (POTKA)	JAMSHEDPUR	PURBI SINGHBHUM
39	8630	JAMSHEDPUR TRF LTD	JAMSHEDPUR	PURBI SINGHBHUM
40	17570	JAMSHEDPUR TISCO GATE	JAMSHEDPUR	PURBI SINGHBHUM
41	17571	JAMSHEDPUR RAJENDRA VIDYALAYA	JAMSHEDPUR	PURBI SINGHBHUM
42	17572	JAMSHEDPUR MANGO II	JAMSHEDPUR	PURBI SINGHBHUM
43	994	RAJNAGAR	JAMSHEDPUR	SARAIKELA KHARSAWAN
44	1932	JHALAK	JAMSHEDPUR	SARAIKELA KHARSAWAN
45	1933	TUMUNG	JAMSHEDPUR	SARAIKELA KHARSAWAN
46	3230	SERAIKELA	JAMSHEDPUR	SARAIKELA KHARSAWAN
47	4905	KANDRA	JAMSHEDPUR	SARAIKELA KHARSAWAN
48	5585	BARAKHIRI	JAMSHEDPUR	SARAIKELA KHARSAWAN
49	5586	SENISIDMA	JAMSHEDPUR	SARAIKELA KHARSAWAN
50	7392	GAMHARIYA	JAMSHEDPUR	SARAIKELA KHARSAWAN
51	7395	DOBO	JAMSHEDPUR	SARAIKELA KHARSAWAN
52	17465	ADITYAPUR	JAMSHEDPUR	SARAIKELA KHARSAWAN
53	17507	CHANDIL	JAMSHEDPUR	SARAIKELA KHARSAWAN

List of Branches with attached ATMS under HAZARIBAGH RO

S.No.	DP Code	Branch Name	Regional Office	District
1	5230	CHATRA	HAZARIBAGH	CHATRA
2	2517	DEOGHAR	HAZARIBAGH	DEOGHAR
3	4615	RAMPUR	HAZARIBAGH	DEOGHAR
4	4902	MADHUPUR	HAZARIBAGH	DEOGHAR
5	17589	CHITTOLORIYA	HAZARIBAGH	DEOGHAR
6	17590	GHORPARAS	HAZARIBAGH	DEOGHAR
7	17591	SABAIJOR	HAZARIBAGH	DEOGHAR
8	17592	TILAKPUR	HAZARIBAGH	DEOGHAR
9	5231	GARHWA	HAZARIBAGH	GARHWA
10	7341	ROHINIAN	HAZARIBAGH	GARHWA
11	7342	KHUTIA	HAZARIBAGH	GARHWA
12	7343	RAJE	HAZARIBAGH	GARHWA

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13	7410	NAGAR UNTARI	HAZARIBAGH	GARHWA
14	3229	GIRIDIH	HAZARIBAGH	GIRIDIH
15	5713	JAMUA	HAZARIBAGH	GIRIDIH
16	6294	MUTURKHA	HAZARIBAGH	GIRIDIH
17	7389	GIRIDIH INDUSTRIAL AREA	HAZARIBAGH	GIRIDIH
18	17477	SABALPUR	HAZARIBAGH	GIRIDIH
19	17478	NAGRI	HAZARIBAGH	GIRIDIH
20	1421	HAZARIBAGH	HAZARIBAGH	HAZARIBAGH
21	3706	BARHI	HAZARIBAGH	HAZARIBAGH
22	4619	SARAUNI KALAN	HAZARIBAGH	HAZARIBAGH
23	6702	HAZARIBAGH MATWARI	HAZARIBAGH	HAZARIBAGH
24	6743	MANDAI KHURD	HAZARIBAGH	HAZARIBAGH
25	17469	KANCHANPUR	HAZARIBAGH	HAZARIBAGH
26	3376	JHUMRI TILAIYA	HAZARIBAGH	KODARMA
27	4901	LATEHAR	HAZARIBAGH	LATEHAR
28	7399	CHANDWA	HAZARIBAGH	LATEHAR
29	7408	MAHUADANR	HAZARIBAGH	LATEHAR
30	3906	DALTONGANJ	HAZARIBAGH	PALAMU
31	5707	HARIHARGANJ	HAZARIBAGH	PALAMU
32	7354	HUSSAINABAD	HAZARIBAGH	PALAMU
33	7355	H AidARNAGAR	HAZARIBAGH	PALAMU
34	7356	MOHAMMADGANJ	HAZARIBAGH	PALAMU
35	7357	PADUMA	HAZARIBAGH	PALAMU
36	2515	RAMGARH CANTONMENT	HAZARIBAGH	RAMGARH
37	4217	KUJU	HAZARIBAGH	RAMGARH
38	4621	CHE TAR	HAZARIBAGH	RAMGARH
39	4903	PATRATU	HAZARIBAGH	RAMGARH
40	4907	GOLA	HAZARIBAGH	RAMGARH
41	5821	BARGHUTUA	HAZARIBAGH	RAMGARH
42	17472	KULHI	HAZARIBAGH	RAMGARH

**FINANCIAL BID**

Internal

**PRICE BID (CO RANCHI)**

To

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Sir,

Sub: Appointment of Electric Auditor for carrying out Electrical Audit for bank branches including on site ATMs/Offices/Currency Chests under Canara Bank Circle Office, Ranchi.

1. I/We have gone through the tender for the captioned project and we have understood requirements of the works. We are interested in undertaking the subject work on the following terms:

S.No.	Premises Details	Approximate Nos.	Amount Quoted (Rs.)	Total Amount (Rs.)
1	Circle Office and MCB Ranchi	1		
2	Learning & Development Centre (LDC)	1		
3	Central Processing Hub (CPH)	1		
Grand Total				

2. The rates quoted for carrying out Electrical Audit of Branch including attached ATMs/Offices/Currency Chest must be inclusive of all the charges, taxes, transportation, engineer's fee, TA/DA and any other expenses whatsoever. Visit of the sites if required, may be done at own cost before quoting.

3. No conditional discount offered in the Financial Bid shall be considered. The tender with any conditional discount will be summarily rejected.

4. The rates quoted shall be binding for one year from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security amount will be forfeited.

5. Deduction of TDS will be as per rules.

6. We will not claim any additional charges from Canara Bank or its branches/offices towards travelling, lodging/boarding, food or refreshments etc. Other than professional fees payable with applicable taxes on account of the subject work under scope of contract.

7. I have read and understood the above conditions and quoted my rates as above.

Date:

Name:

Place:

Seal and Signature of the Tenderer

**PRICE BID (RO RANCHI)**

To

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Sir,

Sub: Appointment of Electric Auditor for carrying out Electrical Audit for bank branches including on site ATMs/Offices/Currency Chests under Canara Bank Regional Office, Ranchi.

1. I/We have gone through the tender for the captioned project and we have understood requirements of the works. We are interested in undertaking the subject work on the following terms:

S.No.	Premises Details	Approximate Nos.	Amount Quoted (Rs.)	Total Amount (Rs.)
1	Branches with attached ATMS	47		
2	RO Ranchi	1		
3	CC Ranchi	1		
4	RAH Ranchi	1		
5	MSME Ranchi	1		
Grand Total				

Internal

2. The rates quoted for carrying out Electrical Audit of Branch including attached ATMs/Offices/Currency Chest must be inclusive of all the charges, taxes, transportation, engineer's fee, TA/DA and any other expenses whatsoever. Visit of the sites if required, may be done at own cost before quoting.

3. No conditional discount offered in the Financial Bid shall be considered. The tender with any conditional discount will be summarily rejected.

4. The rates quoted shall be binding for one year from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security amount will be forfeited.

5. Deduction of TDS will be as per rules.

6. We will not claim any additional charges from Canara Bank or its branches/offices towards travelling, lodging/boarding, food or refreshments etc. Other than professional fees payable with applicable taxes on account of the subject work under scope of contract.

7. I have read and understood the above conditions and quoted my rates as above.

Date:

Name:

Place:

Seal and Signature of the Tenderer

**PRICE BID (RO DHANBAD)**

To

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Sir,

Sub: Appointment of Electric Auditor for carrying out Electrical Audit for bank branches including on site ATMs/Offices/Currency Chests under Canara Bank Regional Office, Dhanbad.

1. I/We have gone through the tender for the captioned project and we have understood requirements of the works. We are interested in undertaking the subject work on the following terms:

S.No.	Premises Details	Approximate Nos.	Amount Quoted (Rs.)	Total Amount (Rs.)
1	Branches with attached ATMS	44		
2	RO Dhanbad	1		
3	CC Dhanbad	1		
4	RAH Dhanbad	1		
5	MSME Dhanbad	1		
Grand Total				

2. The rates quoted for carrying out Electrical Audit of Branch including attached ATMs/Offices/Currency Chest must be inclusive of all the charges, taxes, transportation, engineer's fee, TA/DA and any other expenses whatsoever. Visit of the sites if required, may be done at own cost before quoting.

3. No conditional discount offered in the Financial Bid shall be considered. The tender with any conditional discount will be summarily rejected.

4. The rates quoted shall be binding for one year from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security amount will be forfeited.

5. Deduction of TDS will be as per rules.

6. We will not claim any additional charges from Canara Bank or its branches/offices towards travelling, lodging/boarding, food or refreshments etc. Other than professional fees payable with applicable taxes on account of the subject work under scope of contract.

7. I have read and understood the above conditions and quoted my rates as above.

Date:

Name:

Place:

Seal and Signature of the Tenderer

**PRICE BID (RO JAMSHEDPUR)**

To

\_\_\_\_\_

Sir,

Sub: Appointment of Electric Auditor for carrying out Electrical Audit for bank branches including on site ATMs/Offices/Currency Chests under Canara Bank Regional Office, Jamshedpur.

1. I/We have gone through the tender for the captioned project and we have understood requirements of the works. We are interested in undertaking the subject work on the following terms:

S.No.	Premises Details	Approximate Nos.	Amount Quoted (Rs.)	Total Amount (Rs.)
1	Branches with attached ATMS	53		
2	RO Jamshedpur	1		
3	CC Jamshedpur	1		
4	RAH Jamshedpur	1		
5	MSME Jamshedpur	1		
Grand Total				

2. The rates quoted for carrying out Electrical Audit of Branch including attached ATMs/Offices/Currency Chest must be inclusive of all the charges, taxes, transportation, engineer's fee, TA/DA and any other expenses whatsoever. Visit of the sites if required, may be done at own cost before quoting.

3. No conditional discount offered in the Financial Bid shall be considered. The tender with any conditional discount will be summarily rejected.

4. The rates quoted shall be binding for one year from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security amount will be forfeited.

5. Deduction of TDS will be as per rules.

6. We will not claim any additional charges from Canara Bank or its branches/offices towards travelling, lodging/boarding, food or refreshments etc. Other than professional fees payable with applicable taxes on account of the subject work under scope of contract.

7. I have read and understood the above conditions and quoted my rates as above.

Date:

Name:

Place:

Seal and Signature of the Tenderer

**PRICE BID (RO HAZARIBAGH)**

To

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Sir,

Sub: Appointment of Electric Auditor for carrying out Electrical Audit for bank branches including on site ATMs/Offices/Currency Chests under Canara Bank Regional Office, Hazaribagh.

1. I/We have gone through the tender for the captioned project and we have understood requirements of the works. We are interested in undertaking the subject work on the following terms:

S.No.	Premises Details	Approximate Nos.	Amount Quoted (Rs.)	Total Amount (Rs.)
1	Branches with attached ATMS	42		
2	RO Hazaribagh	1		
3	RAH Hazaribagh	1		
4	MSME Hazaribagh	1		
Grand Total				

2. The rates quoted for carrying out Electrical Audit of Branch including attached ATMs/Offices/Currency Chest must be inclusive of all the charges, taxes, transportation, engineer's fee, TA/DA and any other expenses whatsoever. Visit of the sites if required, may be done at own cost before quoting.

3. No conditional discount offered in the Financial Bid shall be considered. The tender with any conditional discount will be summarily rejected.

4. The rates quoted shall be binding for one year from the date of awarding of the contract and no increase whatsoever will be considered. In the event of any breach of contract, the Security amount will be forfeited.

5. Deduction of TDS will be as per rules.

6. We will not claim any additional charges from Canara Bank or its branches/offices towards travelling, lodging/boarding, food or refreshments etc. Other than professional fees payable with applicable taxes on account of the subject work under scope of contract.

7. I have read and understood the above conditions and quoted my rates as above.

Date:

Name:

Place:

Seal and Signature of the Tenderer