



हिमाचल प्रदेश ग्रामीण बैंक
HIMACHAL PRADESH GRAMIN BANK

Scheduled Bank Owned by Government

**SEALED BIDS INVITATION FOR PURCHASE OF FIRE EXTINGUISHERS AND AMC FOR
REFILLING OF FIRE EXTINGUISHERS**

Dated: 08.09.2026

Sealed Bids are invited for Purchase of Fire Extinguishers and refilling of Fire Extinguishers. The detailed specifications are mentioned in Annexure-1.

Sealed bids containing Annexure-1 along with earnest money in the form of Demand Draft of Rs.10000/- in favour of 'General Manager Himachal Pradesh Gramin Bank' payable at Mandi should reach in sealed envelope subscribed as "**Bids for Purchase of Fire Extinguishers and Refilling of Fire Extinguishers**" addressed to **General Manager (GAD), Himachal Pradesh Gramin Bank, Head Office, Mandi** on or before 24.09.2026 upto 4:00 P.M.in the office of General Manager, HPGB, Head office, Mandi(H.P). Bank reserves the right to reject the bid without assigning any reason whatsoever.

Tender Reference	Purchase of Fire Extinguishers and Refilling of Fire Extinguishers
Date of commencement	10.09.2026
Last Date and Time of receipt of tender	24.09.2026 (4:00 PM)
Opening of tender	25.09.2026 (12:30 PM) at HPGB, Head Office, Mandi
Address of communication	Himachal Pradesh Gramin Bank, Head Office VPO Gutkar Tehsil Balh Distt. Mandi near Bajaj Showroom 175021

S/d-

General Manager (GAD)

Tender document for supply and maintenance of Fire Extinguishers

Terms and conditions:-

1. Rates quoted must be exclusive of GST.
2. **ELIGIBILITY:** Only those vendors are eligible who have minimum 1 year experience of Refilling of Fire Extinguisher in PSU's, Government organization/Private banks/Engineering colleges etc.
3. Rates for new purchase should be inclusive of Installation charges per equipment, service charges, etc. and other charges.
4. Rates for refilling should include all charges related to refilling the old equipment at different locations.
5. Warranty period must be specified.
6. **Tenderer has to submit GSTIN number or Application Reference Number (ARN).** Tender will be treated as cancelled without the same.
7. Order will be awarded to the bidder on lowest-1(L-1) basis for Grand Total.
8. The bidders have to deposit earnest money of Rs.10000.00 (Rupees Ten Thousand Only) in the shape of demand draft in the name of Himachal Pradesh Gramin Bank payable at Mandi. The successful bidder has to deposit Rs. 50,000/- as security money in shape of FDR in any branch of Himachal Pradesh Gramin Bank in the name of party under the bank lien of Himachal Pradesh Gramin Bank for the period of two years, within 15 days from issuance of letter, otherwise earnest money will be forfeited.
9. The validity of approved L-1 (Lowest rates) and vendor will be for two years from date of approval subject to satisfactory work and bank reserves the right to discontinue the contract at any time without assigning any reason thereof.
10. Bank reserves the right to blacklist the vendor in between on observance of unsatisfactory performance/ report.
11. The contractor shall make good and reimburse the bank any damage or loss sustained by reason of any inefficiency, incompetence, negligence or defect or delay in carrying the items or by reason of any act of dishonesty or fraudulent conduct on his part of staff engaged by him. The assessment of such loss by the Bank shall be final and after due notice to the contractor, it shall become payable /adjustable from security deposit kept with the Bank. In case the amount so payable exceeds the security deposit, same shall be recovered from the tender
12. In case of violation of any terms and conditions in notice and if the services are found unsatisfactory, security money is liable to be forfeited by the bank and the bank may terminate the contract at any time without giving any notice.
13. The vendor should be a permanent resident of the Himachal Pradesh or the firm of the vendor should be located in the Himachal Pradesh.
14. The successful bidder will have to supply, install and refill the equipment at the rates quoted up to a period of two years from the date of agreement.
15. The bill for supply of equipment should bear the body number of the extinguisher.
16. The new fire extinguisher to be supplied by the firm to any office/branch of our bank should be certified by a certificate issued by Department of explosive, Govt of India.
17. Equipment should be standard (ISI) product, commonly used by Banks.

18. Where life-span of installed cylinder is over as per Bureau of Indian Standards (BIS) IS 2190:2024 guidelines then Reports must be submitted at regional office stating that the installed CO2/ABC (DCP) type fire extinguisher at branches completed the life-span and is no longer suitable for refilling which must be replaced with new ones.
19. Reports for other work such as Refilling and mock drilling also must be submitted at regional office duly signed by Branch heads/officers.
20. The representative of the supplier firm will have to demonstrate the old extinguisher to the branch staff before refill and to explain regarding the use of the fire extinguisher. Before refilling proper test of pressure has to be done.
21. The right to reject any or all the tenders without assigning any reasons whatsoever is reserved with Himachal Pradesh Gramin Bank H.O. Mandi.
22. If technically qualified vendors agree to work at L1 rate in the tender, they may also be empaneled as per requirement of the bank.
23. If for any reason the contractor fails in any manner to undertake the work assigned to him, the Bank shall levy a penalty of 0.5% per day max upto 10% of total work.
24. The successful vendor shall be bound to implement the contract by signing an agreement within 15 days from the receipt of intimation of acceptance of his tender by the Bank
25. The vendor shall bear all the costs and expenses in respect of all charges, stamp duties etc. for executing the undertaking /agreement with the Bank.
26. All disputes are subjected to Mandi (H.P.) Jurisdiction only.
27. Bids must be submitted through hand to hand or by registered post
 - The Bids submission is as per mentioned guidelines only.
 - The bid must contain two Envelopes as per procedure given below.

>> FIRST ENVELOPE MUST CONTAIN ALL THE DOCUMENTS GIVEN BELOW:

 - (Annexure – I) duly filled with all the details with seal and signed by bidder.
 - EMD (earnest money deposit)
 - Attested photocopy of document of registration of firm along with GSTIN No.
 - Photo copy of PAN Number duly attested.
 - The entire tender document duly signed and stamped by the vender as a mark of acceptance of terms and conditions of the tender document.
 - (Annexure-II) The Firm/Company should not have been blacklisted by any public sector/Bank/PSU/Government Department in the past.

IT MUST BE MENTIONED ON FIRST ENVELOPE: DOCUMENT SUBMITTED FOR BID OF Purchase and REFILLING OF FIRE EXTINGUISHER
28. **SECOND ENVELOPE MUST CONTAIN FINANCIAL BID**
29. • The price must be submitted on the prescribed format. Price bid will not be accepted on any other format or document.
30. **BOTH TWO ENVELOPES MUST BE KEPT IN THIRD SEALED ENVELOPE AND SUPERSCRIBED WITH TENDER FOR FIRE EXTINGUISHERS.**
31. **IF ANY OF THE ABOVE DOCUMENTS IS/ARE NOT SUBMITTED OR IF SUBMITTED BUT IS NOT DULY ATTESTED, THE BID WILL BE REJECTED.**

Place:-

Date:-

Signature

Seal of the Firm

Technical Bid

S.No	Particulars	Description	
1	Name of the Applicant/Organization		
2	Type of the Organization (whether Sole Proprietorship, Partnership, Private Ltd or Ltd. Co.etc.)		
3	Registration no. of firm with details of issuing authority, if any(submit photocopy of registration certificate)		
4	Permanent address Complete Address:- Land Line Phone Number:- Mobile Number:- E-Mail:- Website, if any:- (Photocopy of address proof must be submitted.		
5	Date & Year of establishment		
6	Documentary proof of track record of maintaining Fire Extinguisher work during last 3 financial years along with name of organizations (such as govt./semi Govt. or any other public sector Banks etc.)	Year	Name of Institutions
		2023-24	
		2024-25	
		2025-26	
7	PAN Number (Submit Photocopy)		
8	GST Number (Submit Photocopy)		
9	Last 3 years turnover of the organization.	FY	
		2023-24	
		2024-25	
		2025-26	
10	Present empanelment with Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous Bodies	1. 2. 3.	
11	Whether Blacklisted/De-registered/Debarred by any Central Govt./State Govt./PSU/ Govt. Bodies / Autonomous Bodies /IBA	Yes/No	
	If Yes please furnish the details.		
12	Whether any relative in Himachal Pradesh Gramin Bank	Yes/No	
	If Yes please furnish the details.		

I/We certify that all the details furnished above are true and correct to the best of my knowledge and belief. I understand that in case of furnishing of any false information or suppression of any material information, the application shall be liable for rejection besides initiation of penal proceedings by the Bank, if it deems fit.

Signature and Seal of the
Applicant

Affidavit of Undertaking by Bidder for not being blacklisted

(On Rs 100/- non judicial stamp paper)

I/We_____s/o_____Director/prop
of M/s_____having its Registered Office
at_____ (herein after referred as Bidder) hereby affirm/s on oath, that:

As on date of submission of tender, we are not blacklisted by the Government/ any of the State Governments in India or any Financial Institution in India.

We are not involved in any legal case that may affect the solvency / existence of our firm or in any other way that may affect capability to provide / continue the services to bank.

There are no pending cases against us involving cheating/fraudulent

activities. We are not a defaulter in repayment of installment against credit

with any Bank.

Yours faithfully,

(Authorized
Signatory) Name
Date
Seal of the firm

Financial Bid

a) Name of vendor :

b) Address of Vendor :

(Amount in Rs.)

S.No	Type of Equipment	Capacity	A- Rate for new purchase(Rs.)	B- Rate for refilling (Rs.)
1	Water CO2 Pressure based	9 Ltr		
2	Dry Chemical Powder (DCP) BC type pressure Based	6 Kg		
3	CO2 type	4.5 Kg		
		Total		
		Grand Total= A+B		

1. I/We have thoroughly examined and understood the terms and conditions of the tender issued by Bank.
2. I/ We shall be bound by the terms and conditions laid down in the tender and an undertaking to this effect, is enclosed.
3. I/ We hereby declare that the entries made in this tender form are correct to the best of my/our knowledge.
4. I/ We hereby agree to forfeit the earnest money if the contract is abandoned by me/us after the contract is awarded to me/us.

(Signature of the Tenderer with seal)

Name of the signatory:

Name of the Firm:

Date: