

# **Notice inviting tender (NIT)**

**Empanelment of Vendors  
For**

**Supply, installation, testing, commissioning &**

**maintenance of Burglar Alarm System in**

**Allahabad UP Gramin Bank  
Branches**



**Head Office, Banda**

**D.M.Colony,Civil Lines, Banda – 210001**

**Ph No – 05192220109, Fax No – 05192221463**

**Email: [prop.augb@gmail.com](mailto:prop.augb@gmail.com)**

**NIT Reference No: 07/2015-16/ dated 26 June 2015**

**DISCLAIMER:** While this notice inviting tender (NIT) has been prepared in good faith, no representation or warranty, expressed or implied, is or will be made & no responsibility or liability will be accepted by Allahabad UP Gramin Bank or any of its employees, in relation to the accuracy or completeness of this document & any liability thereof expressly disclaimed. This notice is not an offer by Allahabad UP Gramin Bank, but an invitation for Bidder's response. No contractual obligation on behalf of Allahabad UP Gramin Bank, whatsoever, shall arise from the bidding process until & unless a formal contract is signed & executed between duly authorized representative of the Bank & the successful Bidder.

## INVITATION OF BID

### General

The Bank invites technically complete and commercially competitive bids from reputed vendors for empanelment of five-Six vendors for branches of the bank located in District Jalaun, Hamirpur, Mahoba, Banda, Chitrakoot, Mirzapur, Sonbhadra, Sitapur, Lakhimpur, Baharaich & Shravasti in Uttar Pradesh for period ending 30 June 2018 ( 3 Years) for the supply, installation and maintenance of Burglar Alarm system, as per the Technical Specifications provided in this RFP. The two-stage bidding process will comprise Technical Bids & Commercial Bids as per the product- technical specifications, mentioned by Allahabad UP Gramin Bank in this RFP.

**01.** Allahabad UP Gramin Bank, Zonal Office, Banda invites technically complete & commercially competitive bids from reputed manufacturers/ dealers/ distributors for supply & installation of Burglar Alarm System at Branches & Offices of the Bank located in various regions of the Bank.

#### **02. The schedule of tendering process**

Date of posting of NIT on Bank's website	26 June 2015
Date of newspaper notification	26 June 2015
Last date for seeking clarification by the prospective Bidders	17 July 2015
Last date for submission of bid	24 July 2015 till 15:00 pm
Date & time of opening of technical bid	24 July 2015 at 15:30 pm
Cost of tender documents	Rs 500/-
Earnest money deposit	Rs 20,000/-

**Note:** In the event of specified date of any above is declared a holiday, that event would automatically be shifted to next working day & time without any notice.

#### **03. Scope of work**

Supply, installation testing, commissioning & maintenance of Burglar Alarm System at the designated Branches/ Offices of the Bank located in 11 districts of Uttar Pradesh & complete maintenance of the systems during *warranty period of 01 year & comprehensive AMC for next 05 years* as per the terms & condition set forth herein. The selected Bidder would also have to undertake AMC works of few existing Alarm System installed at Branches. Approximate requirement of alarm system is 200. Actual requirement may vary up to 10% plus, minus.

#### **04. Comprehensive AMC of existing system**

The successful Bidder requires undertaking Comprehensive AMC of few existing Alarm system at the same rate, terms & condition of the warranty/ AMC. The details of the existing alarm systems are as under: -

- i) 05 Nos Electronic alarm system installed in 2006-14 (Cyrus make)

*The selected bidders may take over the AMC of existing system after its repair, wherever required on Bank's cost.*

#### **05. Technical specification**

Minimum desired technical specification of Burglar Alarm System is enclosed herewith {*Annexure –VIII (B)* }. The Bank is open to accept any product with superior feature than that is specified herein with these documents but without any extra cost. The prospective bidders offer any feature that does not conform to the one specified herein this tender documents, requires providing specific deviation against each of the column on technical compliance sheet.

#### **06. Make & Model of the equipment**

The Bank is looking for well-proven branded product, which is used by large number of users in India. All equipments quoted should therefore be associated with specific make, model numbers, serial/ parts number (if any), country of manufacture etc {*Annexure –IX(B)* Burglar Alarm System}. The original product brochure & technical specification sheets of each of the product should also be submitted along with the offer. Specific features of the products/ models offered by the vendor should preferably be available in public domain i.e. OEM's website & verifiable by the Bank or its consultant independently.

## 07. Manuals & Guides

All the equipments of Burglar Alarm System offered will have to be supplied with the operating manuals/ guides in electronic as well as printed booklet as provided by the respective Original Equipment Manufacturers (OEM). All the manuals/ guides should be in English only.

## 08. Training

The Vendor shall provide necessary training to the staff of the Bank about the operating system of the installed equipments of Burglar Alarm System..

## 09. Eligibility criteria

- i) **Credibility:** The Bidder should be a profitable registered company/ firm involved in supply, installation & maintenance of Burglar Alarm System. The Bidder should have made net profits in each of the last 03 financial years ie, 2012-13, 2013-14 & 2014-15.
- ii) **Registration:** The Bidder should have registered under the appropriate authority for: -
  - a) ESI & EPF
  - b) Shops & Establishment Act
  - c) Certificate of incorporation under Companies Act.
  - d) Sales tax/ VAT, service tax & Income tax (PAN)
- iii) **Reliability:** The bidder should have not been black listed/ barred by any of the Government departments/ PSU's/ Public Sector Banks or Financial Institutions in the last five years.
- iv) **Financial standing:** The average annual turnover of the Bidder should not be less than *Rs 1.0 Crore per annum*, during preceding three financial years. This must be the individual Company's turnover & not that of any group of Companies.
- v) **Work experience:** Bidder should have at least 05 years' experience of supply installation & maintenance of Burglar Alarm System in the Bank, financial institution & other reputed organization. The details of each of the works undertaken during last 05 years to be enclosed with the bid documents separately {*Annexure –IV(B)* }.
- vi) **Manufacturer's authorization:** The bidder should be an original manufacturer (OEM) of product so offered or their authorized representative/ dealer. In case of authorized representative/ dealer, a letter of authorization must be furnished from the original manufacturer {*Annexure V(B) for Burglar Alarm System*}.
- vii) **After sale service facility:** The Bidder should have well established "After Sale Service Center at *Kanpur,Lucknow,Allahabad,Varanasi & other locations in U.P.*" equipped with requisite spare parts & adequate trained manpower for providing flawless day to day maintenance services. The details of the infrastructure available for after sale services in *Kanpur,Lucknow,Allahabad,Varanasi & other locations in U.P* be enclosed with the bid. (*Annexure – VI*).
- viii) **Satisfactory service certificate:** A satisfactory service certificate of Burglar Alarm System installed by the Bidder needed to be obtained *from 03 most recent clients {Annexure VII (B) respectively}* & attached with the technical bid separately. If the bidder is involved in supply, installation & maintenance of alarm system in any of the Allahabad UP Gramin Bank Office, one of the three reports must be from Allahabad UP Gramin Bank. This report should have not been obtained earlier than 31 st March 2014.
- ix) If any agent/ distributor/ re-seller/ channel partner is making the offer, then these eligibility criteria is applicable to their & not that of their principal.

## 10. Issue of tender documents

The tender document can be downloaded from *the tender section* of Allahabad UP Gramin Bank website ([allahabadgraminbank.in](http://allahabadgraminbank.in)) wef 26 June 2015 to 24 July 2015.

### **11. Cost of tender documents**

Cost of tender documents is Rs 500/-, payable by the way of pay order/ demand draft drawn in favour of Allahabad UP Gramin Bank Banda & should be submitted along with technical bid. Cost of tender document is *nonrefundable*.

### **12. Pre-bid clarification**

There would be no pre-bid meeting with the intending Bidders. However, any intending bidder requiring any clarification may notify the Bank in writing on or before *17 July 2015*. Response to all queries will be given through e-mail on or before 21 July 2015.

### **13. Amendment to tender documents**

The Bank at its own or on request of the prospective Bidder may modify any of the terms & conditions & technical specifications at its sole discretion. The amendment/ corrigendum, if any, will be notified on Bank's website & shall be binding on the Bidder. In case of any amendment, the Bank at its discretion may extend the cutoff date for submission of bid in order to provide a reasonable time to prospective Bidders, who are advised to visit the Bank's website for updates before submission of their bid.

### **14. Two bid system**

The offer will be in **two part** i.e. technical bid, containing technical information & Commercial bid, containing commercial information as under: -

- i) Ist parts ie technical bid: Should be submitted in separate sealed covers duly super-scribed as "Technical bid for Burglar Alarm System"
- ii) IInd Part ie commercial bid: Should be submitted in separate sealed covers duly super-scribed as "Commercial bid for Burglar Alarm System". Commercial bid should contain: -
  - b) Commercial bid for Burglar Alarm System. (Annexure – X(B))

Both the bids shall be enclosed in another sealed envelope super-scribed as "Tender for Burglar Alarm System" & the address of the Bidder should be mentioned in the left bottom side of each of the envelope with phone number & valid Email ID.

### **15. Format of technical offer/ bid**

The technical bid must be made in an organized & structured manner, duly indexed with each page serially numbered & appropriately binded, keeping index sheet at the top (*Annexure – I*). It should be completed in all respects & contain all the information asked for except price information.

### **16. Commercial Offer/ Bid**

The commercial bid should contain relevant price information & the rates should be quoted in Indian rupees only. The price quoted should be inclusive of all the taxes, duties, levies & freight charges.

### **17. Submission of Tender**

Response to NIT shall be submitted in sealed covers super scribed as " Burglar Alarm System" at the address mentioned in the opening page. Last date of submission of Tender is *24 July till 15:00 pm*.

- i) Late receipt of bid shall not be considered.
- iii) Telegraphic, Fax or E-mail submission of bid will not be accepted.

### **18. Alternative offers**

No alternative offer for any of the equipments is acceptable. Only one single product should be offered, which is cost-effective & meets the technical specifications.

#### **19. Modification & withdrawal of offers**

The Bidder(s) may modify or withdraw their offer after its submission, provided that written notice of the modification or withdrawal is received prior to opening of the bid. No offer can be modified subsequent to the opening of the bid. If however, any Bidder withdraws from the bidding process after closing date of submission of the bid, the EMD submitted by the bidder shall be forfeited.

#### **20. Opening of technical bid**

Response to NIT shall be opened on *24 July 2015 at 3:30 pm* at Allahabad UP Gramin Bank, Head Office Banda, D.M.Colony,Civil Lines,Banda 210001, in the presence of Bidder's authorized representatives who wish to be present. Not more than 01 representative of a Bidder will be allowed to be present. Attendance of bidder in bid opening process is not mandatory.

#### **21. Language of the tender**

All response to NIT & supporting documentation must be in English only.

#### **22. Erasures or alterations**

Insertions, post scripts additions & alterations shall not be valid unless confirmed by the Vendor's signature & stamp.

#### **23. Authorized signatory**

The selected bidder shall indicate the authorized signatories who would correspond with Bank in regard to the obligations under the contract. The selected bidder shall submit at the time of signing the agreement a certified copy of the resolution of their board, authenticated by the company secretary, authorizing an official(s) of their to discuss, sign agreements, raise invoice, accept payments & also to correspond.

#### **24. Validity period of tender**

The response to NIT shall be valid for a period of 90 days from the date of opening of the bids. This period of validity can be extended for such period as may be mutually agreed between the Bank & the Vendor in writing.

#### **25. Other instruction to Bidders**

- i) The Bidder shall carefully check the specifications & shall satisfy himself that the equipment offered is suitable as per the technical specifications & shall take full responsibility for its efficient operation.
- ii) The Bidders are also advised to examine all the instructions, terms & conditions and furnish the required information unambiguously.
- iii) All the pages of this NIT should be signed by the authorized representative of the Bidder with seal to confirm their acceptance of the terms & condition.
- iv) Bidders are advised to visit the Branches/ Offices of Allahabad UP Gramin Bank in all Regional Offices & get them acquainted before submitting their response.
- v) The Bidders are further advised to fill up Annexure – I to X with appropriate fact, figures & information.

#### **26. Post bid clarifications of offer**

No post bid clarification at the initiative of the bidders shall be entertained. To assist in the scrutiny, evaluation & comparison of offers, the Bank may however, ask some or all the Bidders clarification on the offer made by them. The request for such clarifications & the response of the Bidders will be in writing.

## 27. Evaluation process

### i) Stage – I (Preliminary scrutiny)

Bids received will preliminarily be scrutinized to determine whether they are complete, whether the documents have been properly signed & sealed, whether it is submitted as per prescribed formats with relevant annexure & enclosure, whether the drafts/ pay orders for cost of tender documents & EMD has been enclosed.

### ii) Stage – II (General evaluation)

Bids will be examined against *Bidder's* eligibility criteria & technical information that have been furnished to determine whether it is generally in order with specific reference to followings: -

- a) Acceptance of terms and conditions;
- b) Service & support structure of the vender;
- c) Sound financial condition as judged by the Bank.
- d) Bidder's standing i.e. experience in supply & service support of similar solutions;
- e) Bidder meeting all the eligibility criteria as specified in the tender documents;
- f) Matching of Bidder's technical specification with that of NIT?

### Rejection Criteria

- a) Conditional offer.
- b) If any Bidder quotes price in technical bid.
- c) Bidder does not fulfill any of the eligibility criteria.
- d) In case of non-adherence to the format or partial submission of tender.
- e) If any information/ document furnished with the bid found to be false & fabricated.
- f) The products offered are not meeting the minimum required specification.
- g) If each page of tender is not signed & stamped by a duly authorized person.
- h) Bid not accompanied with relevant annexure enclosure or incomplete enclosure.
- i) Tender not accompanied by demand draft/ pay order of Rs 80,000/- ( EMD)
- j) Tender not accompanied by demand draft/ pay order for Rs.2500/- (cost of tender documents).

*The Bank may waive any minor informality, non-conformity, or irregularity of a tender which does not constitute a material deviation & such waiver does not prejudice or affect the relative ranking of any Bidder.*

### iii) Stage – III (Technical evaluation)

- a) After in house evaluation of technical bid of the Bidders, the short listed vendors, who meet the requisite criteria, will be asked to arrange for technical inspection of the equipment & demonstration.
- b) Date, time & venue of inspection/ demonstration shall be intimated to the Bidders through e-mail/ phone call. Not more than 03 days' notice will be given for arrangement of demonstration.
- c) The equipments/ system demonstrated should be strictly in conformity with the technical specifications, make & model as quoted in the 'Technical Bid' & shall carry *necessary quality certifications*.
- d) The demonstration will have to be organized with all necessary peripherals/ components forming a complete system so as to demonstrate each of the feature desired (by the Bank) & claimed/ offered (by the bidder).
- e) All the relevant literatures & documents of the system & peripherals quoted & demonstrated should be presented during demonstration.
- f) Technically qualified experts so as to explain the functioning of the system & satisfying the queries of the Bank &/or its consultant should be present at the time of demonstration.
- g) The information/ documents submitted with the technical bid will be verified with the original at the time of demonstration. The bidder will require producing original documents of each of the information/ documents submitted with the technical bid.

h) *No chance will be given to re-demonstrate.*

**iv) Stage – IV (Commercial evaluation)**

Financial Bids of bidders, who qualify in the technical evaluation stage & demonstration, would be opened in presence of the representative of the Bidder who wishes to attend it. The date of opening of financial bid will be informed to the short listed vendors who qualify in preliminary & technical evaluation through e-mail/ phone call. Evaluation of financial bid would be done by taking into consideration the *cumulative cost of the system ie* Burglar Alarm System required by the Bank, their installation charges, comprehensive *AMC charges for 05 years*. After opening of financial bid of the short-listed Bidders, if any difference is found in the total price & unit price then the unit price quoted will prevail.

**28. Empanelment of Bidders**

*The Bank wishes to empanel 4 or 5 Vendor who can take on the work of alarm system for better coordination & efficient execution of after sale services.; the Bank shall have an option to make an offer to L-2 to L5 bidder of alarm system to match the L-1 price of Alarm system & work will be allotted by Regional Offices.*

**29. No price variations**

The commercial offer shall be on a fixed price basis. No upward revision in the price will be considered on account of subsequent increase in customs duty, excise duty, sales tax, service tax etc. However, if there is any reduction in government levies/ taxes, during the validity period of offer, the same shall be passed on to the Bank.

**30. Buy back offer**

The prospective bidders require quoting buyback rate of existing system. Depending upon the offer of prospective bidder, the bank is however reserve it's right to trade or not to trade the existing system.

**31. No commitment to accept lowest or any offer/ bid**

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice & shall be entitled to reject any or all offers without assigning any reason whatsoever. Bank will not be obliged to meet & discuss with any bidder &/or listen to any representations once their offer/ bid is rejected. Any decision of Bank in this regard shall be final, conclusive & binding upon the bidders.

**32. Cancellation of tendering process**

Bank reserves the right to cancel the tendering process partly or fully at its sole discretion at any stage without assigning any reason to any of the participating bidders. In case of cancellation, the cost of tender documents & EMD deposited by the Bidder will be refunded forthwith.

**33. Earnest money deposit (EMD)**

The Bidder(s) must submit earnest money deposit in the form of demand draft/ pay order for an amount of *Rs 20,000/- (Rupees Twenty thousand only)* drawn in favor of Allahabad UP Gramin Bank payable at Banda. The EMD of unsuccessful bidders will be returned to them on placement of order to the successful bidder. The EMD of successful bidder will be returned on submission of Performance Guarantee. The EMD may however be forfeited under the following circumstances: -

- i) If the bidder withdraws its bid during the period of bid validity.
- ii) *If the bidder makes any statement or encloses any documents that turns out to be false, incorrect &/or misleading at any time prior to signing of contract &/ or conceals or suppresses material information.*
- iii) In case of successful bidder fails to: -

- a) Sign the contract in the form & manner to the satisfaction of the Bank.
- b) Furnish Performance Guarantee in the form & manner to the satisfaction of the Bank.

### **34. Performance guarantee**

The Bank will require the selected bidder to provide a Performance Guarantee for a value, equivalent to 10% of the total cost of the contract. The Performance Guarantee should be issued by a scheduled commercial Bank operating in India *except Allahabad UP Gramin Bank* in a format (*Annexure – XI*) acceptable to the Bank & *valid for a period of 75 months*. Bank shall invoke the performance guarantee in case the selected Bidder fails to discharge their contractual obligations during the pendency of the contract or Bank incurs any loss due to Bidder's failure in carrying out their obligation as per the agreed terms of contract.

### **35. Guarantee**

The components/ parts/ accessories/ software used in the system shall have to be original, new & no refurbished/ duplicate/ second hand components/ parts/ accessories/ software shall be accepted by the Bank. The vendor should also guarantee that all the software/ components supplied by them is licensed & legally obtained.

### **36. Warranty**

The offer must include a *minimum 01 year comprehensive onsite warranty* from the date of installation & acceptance of the system. The selected Bidder shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of the installed equipments & accessories. During the warranty period, the selected Bidder shall maintain the systems & repair/ replace all the defective or failed components, at no cost to the Bank. The Bidder shall keep sufficient equipment & spares in reserve for replacement of faulty equipments if any.

### **37. Comprehensive annual maintenance contract (AMC):**

The selected Bidder will undertake *comprehensive AMC for 05 years* after the completion of the period of defect liability. Timely rectification of the defects/ deficiency is the essence of any maintenance contract. Hence, only those Bidders, having requisite capacity, capabilities & infrastructures to maintain flawless after sale service are requested to participate in the bidding. Maintenance standard expected during warranty & AMC are: -

- i) The selected Bidder shall without any extra cost to the Bank, carry out all routine & special maintenance of the system & attend the defects & deficiencies that may arise in its operation.
- ii) Any defects/damage to the equipments during the pendency of warranty & AMC, has to be made good by the selected Bidder at their cost & responsibility, except in the case where the damage is due to water seepage or physical damage, where the cost to the extent of damage will be borne by the Bank.
- ii) The selected Bidder shall be responsible for the OEM's warranty for all components constituting the system(s) against any defect(s) arising from design, materials, manufacturing, workmanship of assembling or any action or inaction/ omission on the part of OEM/ vendor or any defect that may develop during day to day use of the equipment/ system(s).
- iii) All spare parts & labor shall be covered for on-site support. If, for any reason, any component(s) of the system need(s) to be taken to vendor's service center for repair, stand-by component(s) shall be provided for service continuity.
- iv) *Preventive Maintenance* should be carried out once in a quarter at each site & the same should be properly recorded under authentication of the Bank's Branches/ offices in the form of a "service report".
- vi) Beside preventive maintenance, any breakdown call for support shall have to be attended by the selected Bidder within 01 day (*Response time*). The defective equipments/ system if any should be repaired/ replaced & the system should be put back to operation within 03 days of reporting the defects (*Resolution time*).
- vii) If the selected Bidder does not commence the rectification either by repair or replacement of such equipments & puts back the systems into regular operation within 03 days, *penalty at the rate of Rs 100/- per day* per system from the date of reporting of defect will be imposed & the same will be deducted from the AMC charges. Non availability



of spares/ components will not be accepted as a reason for waiving of penalty towards delay in rendering prompt service.

- viii) If the selected Bidder on account of the defects &/or repairs replaces any parts by changing the design or materials, such change shall not reduce the performance of the equipment. The issue of acceptance certificate/ inspection certificate/ approval by the Bank shall in no way relieve the Bidder from the provisions of this clause.
- ix) If, during the warranty period, any system as a whole or any subsystem fails on two or more occasions due to any reason except force majeure event, the vendor shall arrange replacement of the same by new equipment of same or higher configuration, at no cost to the Bank.
- x) The selected Bidder will not outsource the maintenance work to any third party & will arrange attending all complaints through its own service/ support infrastructure or through their principles (OEM).

### **38. Shifting & relocation of the installed system**

The selected Bidder will require shifting & installing any system to an alternative location if the Bank so desires during the pendency of warranty & AMC, at the rates quoted for “*installation charge*” in the original commercial bid. The cost of additional cable if any would be paid in actual.

### **39. Agreement**

From the date of receipt of the offer, within 15 days, selected Bidder will have to enter into an agreement with Banks standard format. *Tender documents together with offer letter will form part of tender documents*. Until a final agreement is executed, the accepted copy of offer letter, together with tender documents shall constitute a binding contract between Bidder & the Bank.

### **40. Schedule of execution/ commissioning**

The supply, installation, & commissioning of the system as per the scope of work shall have to be completed in phased manner as per requirement of the Bank.

- i) Ist 10 of each machine within 30 days from the date of issue of offer.
- ii) Next 20 of each machine within next 30 days.
- iii) Remaining machines if any within next 30 days.

Upon completion, the selected Bidder shall produce appropriate documents mentioning successful installation, testing & commissioning of all the equipments.

### **41. Site Preparation & installation**

The alarm system at a conspicuous place in the Branch/ office that does not distort aesthetic look & easily accessible in consultation with the Branch Manager Security Officer. All wiring/ cabling being done should be fully concealed in false roofing/ PVC conduit. The PVC conduit should be placed in the manner that does not distort the aesthetic look of the Branch premises.

### **42. Acceptance Test**

Before release of payment, acceptance test(s) will be conducted by the Bank &/or its nominated consultants randomly, at its discretion, in the presence of the representative of the vendor in terms of make, model & quality configuration of the installed equipments. The selected Bidder will demonstrate the features specified in the specifications at the time of random test..

### **43. Liquidated damages**

Notwithstanding Bank’s right to cancel the order, liquidated damages for late installation of the system @ 0.2% of the cost of the system per day per case will be charged subject to a maximum of 10% of the value of the order. For this matter, meager delivery & installation will not debar the selected Bidder from enforcing the clause of liquidated damage & till such time the system is made operational; it would be considered as uninstalled.

#### **44. Payment terms**

Subjected to receipt of performance Bank Guarantee; 100% payment shall be released by the respective ROs after satisfactory installation & commissioning of the system. Liquidated damage if any shall be deducted from the amount payable. Cost of AMC shall be made quarterly upon completion of each quarter. *There would be no advance payment.*

#### **45. Sub contract**

The selected Bidder shall not sub – contract/ transfer or assign the contract to a third party in part or full.

#### **46. Termination of contract**

The Bank reserves the right to cancel/ terminate the contract & recover expenditure/ loss incurred by the bank under the following circumstances: -

- i) In case of breach of the terms & conditions of this tender by the selected Bidder & its failure to remedy such breach within a period of two (02) weeks from the date of receipt of default notice from the Bank.
- ii) The bidder goes into liquidation, voluntarily or otherwise.
- iii) An attachment is levied or continues to be levied for a period of 07 days.
- iv) If deduction on account of liquidated damages exceeds more than 10% of the total contract value.
- v) The Bank reserves the right to recover any dues payable by the selected bidder (including the penalties if any) from any amount outstanding to the credit of the selected bidder, including the pending bills &/ or by invoking the Bank guarantee under the contract.

#### **48. Indemnity**

The selected Bidder shall, during the term of the contract, indemnify & hold the Bank harmless from all claim, loss or damage, cost & expenses relating to any infringement claim by a third party if the same is based on any material supplied to the Bank by/ or on behalf of the vendor. The Bidder shall further defend, indemnify & hold the Bank harmless from & against any third party suit, proceedings, judgments, costs & expenses to the extent, such action or claim is based on allegation that the services or deliverables as provided to the Bank by the Vendor & the use thereof by the Bank as stated in the tender constitutes an infringement &/ or misappropriation of the copyright, patent, trademark or trade secret rights of any third party.

#### **49. Insurance**

The selected Bidder shall at its cost & expense purchase & maintain during the implementation period, warranty period & AMC period such insurances as are necessary, including but not limited to the followings: -

- i) Bidder's all risk insurance;
- ii) Workmen's compensation insurance;
- iii) Comprehensive third party liability insurance including injury or death to personnel who may enter the Branch & Office premises of the Bank;
- iv) Any other insurance that may be necessary to protect the Bidder, its employees & its assets (against loss, damage or destruction at replacement value) including all force majeure events that are insurable & not otherwise covered above.

The Bidder shall, from time to time, provide the Bank copies of all insurance policies (or appropriate endorsements, certifications or other satisfactory evidence of insurance). The Bidder shall pay the premium payable on such insurance policy so as to keep the policy in force & valid throughout the period of warranty & AMC.

#### **50. Force majeure**

Should either party be prevented from performing any of its responsibilities by reason caused by an Act of God or any cause beyond its reasonable control including but not limited to work stoppages due to: -

- i) Natural phenomenon, including but not limited to floods, cyclone, earthquakes;
- ii) Acts of any Government, including but not limited to war declared or undeclared, embargos of any laws, orders, proclamations, ordinances;
- iii) Riots, terrorist strikes, public unrest in work area;

~~The time for execution/ commission shall be extended until the operation of such cause has ceased, provided the party affected gives prompt notice to the other of any such factors or inability to perform within 15 days of such work stoppage, resumes~~

performance as soon as such factors disappear or are circumvented. The Bidder or the Bank shall not be liable for delay in performing their obligations resulting from any Force Majeure cause as referred to &/ or defined above.

**51. Jurisdiction**

The contract arising out of this tender shall be interpreted in accordance with the laws of India. The jurisdiction of the courts shall be Banda.

**52. Arbitration**

All disputes and differences whatsoever arising between the parties out of/ or relating to the construction, meaning & operation or effect of this tender documents & consequent contract or the breach thereof shall be mutually settled. However, in case no such mutual settlement is arrived at, the matter shall be settled by arbitration in accordance with the provision of arbitration of the Indian Arbitration & Conciliation Act, 1996 & any statutory modification or re-enactment thereof & the Rules made there under & for the time being in force. The venue of arbitration shall be Banda unless otherwise agreed by the Bank. In case of dispute with the selected Bidder who happens to be a Public Sector Undertaking, the same shall be resolved as per Department of Public Enterprises (DPE) guidelines.

**53. Verification**

Allahabad UP Gramin Bank reserves the right to verify any or all statements made by any or all the Bidders in their bid documents & to inspect the Bidder's facilities, if necessary, to establish to its satisfaction, the Bidder's credibility & capacity to undertake the job.

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**Index Sheet cum Check List**

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10	Copy of certification of incorporation under Companies Act		
11	Copies of CE/ FCC /UL & other certification for each of the equipments.		
12	Brochures/ technical data sheets of each of the equipment offered.		
13	Copy of ISO certification, if any.		
14	Copy of registration under Shops & Establishment Act		
15	Copy of trade licence		
16	Copy of VAT/ CST registration certificate.		
17	Copy of registration with Central Board of Excise for service tax		
18	Copy of PAN card issued by Income tax department.		
19	Copy of ESIC registration		
20	Copy of EPF registration		
21	Certified copy of latest sales tax/ VAT clearance/ return filed.		
22	Certified copy of latest income tax clearance/ return filed.		
23	Certified copy of latest service tax return filed.		
24	Certified copy of latest balance sheet.		
25	Certified copy of latest profit loss statement.		
26	Blank tender documents duly signed & sealed in each page		
27	DD/ pay order for Rs 2500/- (Cost of tender documents)		Sealed in a separate envelope
28	DD/ pay order for Rs 80,000/- (EMD)		
29	Commercial bid, Annexure - X(A) & X(B)		Sealed in a separate envelope

Date : .....

Place : .....

Signature of the authorized representative of the Bidder with name, designation &amp; official stamp

The General Manager  
Allahabad UP Gramin Bank,  
Head Office  
D.M.Colony,Civil Lines,  
Banda-700 019

**Submission of tender for supply, installation, testing, commissioning & maintenance of  
Burglar Alarm System**

Dear Sir,

With reference to your NIT No: ZO-Kol/Sec/2014-15/284 dated 26 June 2015 for supply, installation, testing, commissioning & maintenance of Burglar Alarm System at designated Branches in Regional Offices of Bank. we wish to take part in the tendering process & enclosing herewith our bid in sealed envelope in accordance with the instructions of NIT.

- i) We have carefully examined entire documents of notice inviting tender (NIT) & understood the terms & conditions stated therein.
- ii) We submit herewith our bid with required list of enclosures duly filled, signed & stamped by the authorized signatory of our organization, on the standard format.
- iii) We hereby confirm that all information, particulars, copies of certificates & testimonials attached herewith along with our bid, are correct & genuine.
- iv) We also undertake to produce the originals of all the papers/ documents attached herewith if asked for & assist the Bank authorities for the purpose of evaluation & selection of bidder.
- v) We also understand that if any information submitted by us is detected to be false at a later date & any future contract made between ourselves & Allahabad UP Gramin Bank on the basis of the information given by us can be treated as invalid by the Bank & we shall be solely responsible for the consequences.
- vi) We agree that our offer will remain valid for acceptance till 90 days from the date of opening of the bid & this period of validity can be extended for such period as may be mutually agreed between the Bank & us in writing.
- vii) We understand that if we attempt to withdraw from the tendering process during its validity period, you shall have the right to forfeit our earnest money without any reference to us.
- viii) We understand that this Bid document together with your notification of award of contract & all other correspondence pertaining to it shall constitute a binding contract between us.
- ix) Should this bid is accepted, we hereby undertake to deliver & execute an agreement in line with the terms & conditions of NIT and take on the assigned works up to the satisfaction of the Bank.
- x) We also understand that in default thereof in execution of agreement & taking over of assigned work; you shall have the right to forfeit our earnest money without any reference to us.
- xi) Should this bid is accepted; we shall furnish the performance guarantee of a sum equivalent to 10% of total contract value.
- xii) We understand that you are not bound to accept the lowest or any bid you received & you reserve the right to accept or reject any or all the offers either in full or in part without assigning any reason thereof.
- xiii) We confirm that all the pages of the NIT document have been signed by the authorized representative of ours.
- xiv) We understand & undertake that mere submission of application does not guarantee us empanelment & Banks discretion in this regard will be final & binding to me/ us.
- xv) We have not been black listed or barred by any of the Government Departments/ PSU's/ Public Sector Banks or Financial Institutions in the last five years.

**Date** : .....  
**Place** : .....

**Signature of the authorized representative of the  
Bidder with name, designation & official seal**

**BIDDER'S GENERAL INFORMATION**

SN	Particulars	Response/ Compliance
01	Name of the Company/ Firm	
02	Registered office address	
	Website address	
	Phone & Fax No	
	Mobile No	
03	Local office address	
	Phone & Fax No	
	Mobile No	
	Email ID	
	Alternative email ID	
04	a) Year of establishment of the Company	
	b) Year of establishment of local office	
05	Constitution of the company (Ltd, Pvt Ltd, Partnership or any other)	
06	Name(s) & contact numbers of proprietor/ director(s)	i) .....
		ii) .....
		iii) .....
07	Name(s) & contact number of authorized representative(s) for this tendering process:	i) .....
		ii) .....
08	<b>Registration with tax &amp; other authorities</b>	
	i) Registration number with the Registrar of Companies/ Firm.	
	ii) Registration number under Shop & Establishment Act?	
	iii) ISO certification number	
	iv) Trade licence No	
	v) ESI registration No	
	vi) EPF registration No	
	vii) Income tax registration (PAN) No	
	viii) Service tax registration No	
	ix) CST/ VAT registration No	
16	Net profit of the Company (Rs in lacs)	During FY 2012-13 ..... lacs, FY 2013-14 .....lacs & FY 2014-15 .....lacs
17	Total turnover of Company (Rs in lacs)	During FY 2012-13 ..... lacs, FY 2013-14 .....lacs & FY 2014-15 .....lacs
18	Whether manufacturer, dealer or distributor of Burglar Alarm System so offered	
19	Years of experience in supply , installation & maintenance of <i>CCTV surveillance system</i>	
20	Years of experience in supply , installation & maintenance of <i>burglar alarm system</i>	

Date : .....  
Place : .....

Signature of the authorized representative of the  
Bidder with name, designation & official seal



**Manufacturer's Authorization Form**  
**(MAF)**

(To be on the letterhead of the OEM)

Dated ..... 2014

The General Manager  
Allahabad UP Gramin Bank,  
Head Office  
D.M.Colony,Civil Lines  
Banda-210 001

**NIT for supply, installation & maintenance of**  
**Burglar alarm system in Allahabad UP Gramin Bank's Branches**

Dear Sir,

With reference to your NIT No: ZO-Kol/ Sec/2014-15/284 dated 11 August 2014; we M/s .....  
who are established & reputable manufactures of Digital Fire Cum Burglar alarm system having our registered  
office at ..... (address) & manufacturing unit at  
..... (address) do hereby authorize M/s  
..... (Name & address of the Bidder) to offer their  
bid, negotiate & conclude the contract with you against the above referred NIT.

We hereby undertake to extend our full guarantee & warranty as per terms & conditions of the NIT and the services  
offered against this invitation by the above firm. We also confirm that back to back spare & skill arrangement has  
been made with M/s ..... for providing support services to  
Allahabad UP Gramin Bank under this contract.

Yours faithfully,

Authorized Signatories

(Name & designation of the signatory with official stamp)

Phone, Fax No & Email

**Note:** Authorization of OEM for all the equipment's viz Control panel, Smoke/ heat detector, Siren/ hooter etc  
offered for which the Bidder is not an OEM, should be attached separately.



**Details of the infrastructure available for after sale services at various Locations  
for Supply, Installation & Maintenance of Alarm system**

01	Name of the service center	
02	Whether owned or franchisee	
03	Year of establishment	
04	Address	
05	Email id	
06	Phone No	
07	Fax No	
08	Does the bidder currently have 24X7 customer care support	
09	Does the bidder currently have toll free customer care line, if yes number thereof	
10	Name of the in-charge with mobile number	
11	Numbers of qualified technician	
12	Numbers of other support staff	
13	Total numbers of installed machine presently supported by the center	
14	Does the service center maintain adequate stock of each of the important & essential spares of alarm system	
15	Norms of stocking of spares at service center ie the ratio between numbers of system supported & the minimum stock of spares parts maintained at service center? ***	

\*\*\* If the number of system supported is 50 & the minimum level of stock of each of the spares maintained at service center is 05, the ratio would be 50:5 or 10:1

Date : .....

Place : .....

**Signature of the authorized representative of the  
Bidder with name, designation & official seal**

**Service certificate: Burglar alarm system**

(To be on the letterhead of the client)

Dated ..... 2015

This is to certify that M/s ..... (name of the Bidder), with registered office at .....(address) & after sale service center at .....(address) has supplied & installed ..... number of Fire/ Burglar alarm system in our Offices/ Branches in the year ..... & maintaining it under ..... (Comprehensive/ non-comprehensive) AMC from ..... (year) to .....(year).

The quality & standard of their: -

i) Product & systems .....  
(Unsatisfactory/ satisfactory/ good/ very good/ excellent).

ii) After sale service under AMC .....  
(Unsatisfactory/ satisfactory/ good/ very good/ excellent).

This certificate is issued at the specific request of the vendor for the purpose of placing reference with other Corporate Clients.

**Name & designation of the signatory**  
**with official stamp, phone, fax & email**

### Technical Specification of Digital Fire Cum Burglar Alarm System

SN	Minimum desired specification	Mention 'Yes' against each if the feature is complied else, mention the actual feature offered
<b>Control panel</b>		
01	LCD based minimum 12+1 fully programmable zone control panel with built in GSM speech dialer with automatic arming/ disarming & remote access through telephone	
02	Microcontroller based design	
03	Minimum 12+1 zones	
04	Inbuilt GSM based speech & SMS dial up	
05	Minimum 12 zone programmable as delay, immediate, panic or fire	
06	One tamper zone	
07	Separate remote key pad with 12X4 LCD display or more	
08	Separate zone for fire detection & provision for connection of fire alarm system	
09	Separate main control station for connection terminals & power supply units	
10	Automatic arming & disarming facility	
11	Can be operated through mobile & telephone line	
12	Electrical devises can also be switched on or off through remote key pad	
13	Built in battery backup	
14	Zone omitting facility	
15	Silent arming & night mode arming	
16	Intrusion lock with time & date	
17	Power failure indication	
18	Blown fuse indication on LCD display on LED blinking on panel	
19	Multiple sounder output	
20	Distinct interrupted sounder output for fire alarm	
21	Battery strength display with audio indication in case of low battery	
22	GSM signal strength display	
23	Individual zone status is indicated in display	
24	Independent entry delay time 2 to 240 sec	
25	Independent exit delay time 2 to 240 sec	
26	Sounder time 2 to 20 minutes & multiple sounder outputs	
27	Speaker wire cut detection for all sensors, hooters & speakers	
28	Support combination of hooters & speakers	
29	Battery backup for 36 hours	
30	Automatic switch off to battery in case of AC power failure	
31	Automatic battery charging once the AC power is restored	
32	Should carry CE/ FCC/ ERTL/ UL certification	
<b>PIR sensor</b>		
1	Dual Element Pyro electric sensor	
2	Latest Technology Digital Signal Processor (DSP)	
3	Pet immunity up to 25 kg.	
4	Detection Range 15 m, detection angle 110°	
5	Sealed optics	
6	Excellent RFI & EMI Immunity	
7	Selectable Pulse Count	
8	Walk Test	
9	Detection range: 15 m, 110°	
10	RFI Immunity: Ave. 20V/m (10~1000MHz)	
11	Power Supply: 9 ~ 16V DC, 12V Typical	
12	Current Consumption: 20mA, 12V DC	
13	Alarm Output: NC/NO 30V DC, 0.2A max	
14	Alarm Duration: 2 seconds	
15	Pulse Count: Single/Double	
16	Tamper Switch: Cover Open activation	
17	Operating Temperature: 0° to 50° Celsius	

18	Temperature: Automatic using	
19	Compensation: NTC thermistor	
20	Detection Speed: 0.3 to 1 m/s	
21	Reverse Polarity Protection: Through Diode	
22	Should carry CE/ FCC/ ERTL/UL certification	
<b>Panic switch</b>		
1	Automatic reset (no key required)	
2	Micro switch technology	
3	In-built tamper switch	
4	Contact O/P: Normally closed	
5	Should carry CE/ FCC certification	
<b>Hooter</b>		
1	High power 130 db	
2	4 wired (with tamper loop)	
3	Low current consumption	
4	Available in 12V DC and 24V DC	
5	Available in multiple tones	
6	Weatherproof housing	
7	Should carry CE/ FCC certification	
<b>Magnetic contact sensor</b>		
1	Operating Gap: 15 MM min	
2	Contact Rating: 10W, 12/24VDC, 0.5A	
3	Contact O/P : Normally Closed	
4	4 wire temper loop	
<b>Cables &amp; Conduit</b>		
01	02 core 01 sqr mm multi strand copper cable with BIS approved 25 mm PVC conduit	

**Date** : .....

**Place** : .....

**Signature of the authorized representative of the Bidder with name, designation & official seal**

**Make & model of the equipments offered: Burglar Alarm System**

<b>SN</b>	<b>Minimum desired specification</b>	<b>Compliance by the Bidder</b>
<b>Control panel</b>		<i>Recommended make – Bosch, DSC, Honeywell, Pyronix, Texecom or equivalent</i>
01	Specific make offered	
02	Model number offered (if any)	
03	Parts/ serial number of the product offered (if any)	
04	URL link of the product brochure if available in website	
05	Country made in	
<b>Hooter</b>		<i>(Recommended make - Bosch, DSC, Honeywell, Pyronix, Texecom or equivalent)</i>
01	Specific make offered	
02	Model number offered (if any)	
03	Parts/ serial number of the product offered (if any)	
04	URL link of the product brochure if available in website	
05	Country made in	
<b>Magnetic contact sensor</b>		
01	Specific make offered	
02	Model number offered (if any)	
03	Parts/ serial number of the product offered (if any)	
04	URL link of the product brochure if available in website	
05	Country made in	
<b>Cables</b>		
01	Specific make offered	
02	Model number offered (if any)	
03	URL link of the product brochure if available in website	
<b>Conduits</b>		
01	Specific make offered	
02	Model number offered (if any)	
03	URL link of the product brochure if available in website	

**Date** : .....

**Place** : .....

**Signature of the authorized representative of the Bidder with name, designation & official seal**

**Commercial bid for supply, installation & maintenance of  
burglar alarm system**

<b>SN</b>	<b>Particulars</b>	<b>Qty</b>	<b>Rate</b>	<b>Amount</b>
1	Control Panel (12+01 Zone), with inbuilt automatic telephone dialer, built in voice & SMS GSM dialer & battery	01		
3	Magnetic contact sensor	01		
4	PIR sensor	01		
5	Panic switch	06		
6	Hooter	02		
7	02 core 01 sqr mm multi strand copper cable with PVC Conduit	100 mtr		
8	Installation charges if any			
9	<b>Total</b>			
	<i>Comprehensive AMC rates</i>			
10	1st year	01		
	2nd year	01		
	3rd year	01		
	4th year	01		
	5th year	01		
11	<b>Grand Total</b> ( <i>total + cost of AMC for 5 years</i> )	-		
12	<b>Buy back rate</b> of existing alarm system	-		
13	<b>Net total cost</b> ( <i>grand total minus buy back rate</i> )	-		

Date : .....

Place : .....

Signature of the authorized representative of the  
Bidder with name, designation & official seal

**PROFORMA FOR PERFORMANCE GUARANTEE**  
**(To be stamped in accordance with the stamp act)**

01. In consideration of the Allahabad UP Gramin Bank, Head OfficeBanda having its office at D.M.Colony,Civil Lines Banda - 210001 (*hereinafter called "the Allahabad UP Gramin Bank"*) having agreed to exempt M/s ----- represented by its Proprietor/ Director Mr ----- and having its Corporate office at ----- & regional office at ----- (*hereinafter called "the Vendor"*) from the demand, under the terms & conditions of an Agreement for supply, installation, commissioning & maintenance of ----- executed on ----- between the Bank & the Vendor (*hereinafter called "the said Agreement"*) of security deposit for the due fulfilment by the Vendor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. .... (Rupees.....only)

02. We..... [Indicate the name of the bank other than Allahabad UP Gramin Bank] (*hereinafter referred to as "the Banker"*) at the request of ..... 'the Vendor' do hereby undertake to pay "the Allahabad UP Gramin Bank" an amount not exceeding Rs. .... against any loss or damage caused to or suffered or would be caused to or suffered by "the Allahabad UP Gramin Bank" by reason of any breach by 'the Vendor' of any of the terms or conditions contained in the said Agreement.

03. We, the Banker do hereby undertake to pay the amounts due & payable under this guarantee without any demur, merely on a demand from "the Bank" stating that the amount claimed is due by way of loss or damage caused to or breach by the "Vendor" of any of the terms or conditions contained in the said Agreement or by reason of the 'Vendor' failure to perform the said Agreement. Any such demand made on the banker shall be conclusive as regards the amount due & payable by the Banker under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

04. We, the Banker undertake to pay "the Allahabad UP Gramin Bank" any money so demanded notwithstanding any dispute(s) raised by the Vendor in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute & unequivocal.

05. The payment as made by us under this bond shall be a valid discharge of our liability for payment there under & the Vendor shall have no claim against us for making such payment.

06. We, the Banker further agree that the guarantee herein contained shall remain in full force & effect during the period that would be taken for the performance of the said Agreement & that it shall continue to be enforceable till all the dues of "the Allahabad UP Gramin Bank" under or by virtue of the said Agreement have been fully paid & its claims satisfied or certified that the terms & conditions of the said Agreement have been fully & properly carried out by the Vendor & accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the ..... we shall be discharged from all liabilities under this guarantee thereafter.

07. We, the Banker further agree that “the Allahabad UP Gramin Bank” shall have the fullest liberty without our consent & without affecting in any manner our obligations hereunder to vary any of the terms & conditions of the said Agreement or to extend time of performance by the Vendor or to postpone for any time, or from time to time any of the powers exercisable by the Allahabad UP Gramin Bank against the Vendor & to forebear or enforce any of the terms & conditions relating to the said agreement & we shall not be relieved from our liability by reason of any variation, or extension being granted to the Vendor or for any forbearance, act or omission on the part of the Allahabad UP Gramin Bank of any indulgence by the Allahabad UP Gramin Bank to the said Vendor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

08. This guarantee will not be discharged due to the change in the constitution of ‘the Banker’ or the Vendor.

09. We, the Banker lastly undertake not to revoke this guarantee during its currency except with the previous consent of “the Allahabad UP Gramin Bank” in writing. Notwithstanding anything contained herein:

- i) Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....only)
- ii) This Bank Guarantee shall be valid up to ..... and
- iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only & only if you serve upon us a written claim or demand on or before ..... (Date of expiry of Guarantee).

10. Dated the ..... day of .....2015

Yours faithfully,

For and on behalf of

\_\_\_\_\_ Bank

Authorized Official

- Note: -**
- i) Selected vendor should ensure that the seal and Code No. of the signatory with phone, fax No & Email ID is put by the bankers, before submission of the bank guarantee.
  - ii) Bidder guarantee issued by the Bank shall be on a non-judicial stamp paper of requisite value as applicable to the place of execution.