

Zonal Office
Indian Bank, Midnapore
Station Road, Near Old Water Tank, Midnapore (W.B.)-721101
E-mail id- zomidnapore@indianbank.co.in

Request for Proposal

Indian Bank, Zonal Office, Midnapore invites sealed offers under two bid system for empanelment of vendors for supply, Installation and AMC of “**Integrated Alarm (Burglar + Fire + GSM & PSTN Auto dialer) System**” in the Administrative Offices/ Branches/ ATMs under its jurisdiction; on as and when required basis from the Vendors/Firms/Suppliers who fulfill the following mandatory conditions / requirements:

Mandatory conditions / requirements.

Supply, Installation & Maintenance of Alarm system/ integrated alarm system for branches of Indian Bank, Zonal Office, Midnapore.

The complete details and RFP Forms can be downloaded from website: www.indianbank.in or collected from Zonal Office, Indian Bank, Midnapore and can be submitted along with the Techno-commercial Offer on payment of Rs 250/- (Non-Refundable) by way of Demand Draft / Pay Order favoring Indian Bank payable at Midnapore.

Date of commencement of issue of RFP	: from 05.12.2020
Last Date of Submission of tender	: 18.12.2020 up to 02:00 PM
Date of opening of the technical bids	: 18.12.2020 Time 04:00 PM
Opening date of Price bids	: Technically qualified vendors will be intimated.
Tender document fees	: Rs 500/- (Rs Five Hundred only)
EARNEST MONEY DEPOSIT	: RS. 20,000/- (Rs Twenty Thousand only)

“In case of any unexpected interruption due to events beyond control of the procurement committee, the process interrupted will be continued on the subsequent working day at the scheduled time.”

1. **SCOPE OF THE WORK:** Vendor(s) will be empanelled for the under mentioned works:-
 - (a) Rate contract for Supply/ Installation of Integrated Alarm System & its components/ spares/ accessories as well as existing Security Alarm System and Fire Alarm System at Branches and offices of Indian Bank, in **Midnapore Zone (branches spread across West Midnapore, East Midnapore and Jhargram districts of West Bengal)**, as and when required basis for a period of **one year from date of contract**, with an option to continue for further 1+1 year.
 - (b) **Comprehensive Preventive Maintenance of newly supplied integrated Alarm System on regular basis.** Each branches/ offices under Midnapore zone where new alarm system will be installed must be mandatorily visited by the AMC provider once in a quarter and subsequent visit as and when required basis for corrective maintenance. No additional charges will be paid



for subsequent visits. The term of AMC contract will be for a period of **one year** from date of expiry of warranty of the new alarm system, **extendable further for 1+1 year**.

After satisfactorily completion of the contract, if both parties are willing to continue the contract in the existing terms and conditions, the contract may be extended for subsequent year(s). Indian Bank Zonal Office Midnapore reserves the right to terminate the contract on 30 days notice without assigning any reason.

2. **Empanelment of Vendor(s)**

In respect to empanelment of Vendor(s)/Firm(s)/Supplier(s) the following shall be applied.

(a) *For this purpose Vendors/Firms/Suppliers shall submit proof of documents along with the Tender, if Vendors/Firms/Suppliers are not submitting documentary proof and / or not conforming to any of parameters will not be shortlisted.*

(b) The offer will be in two parts, **Technical Bid** and **Price or Commercial Bid**. Both the parts should be submitted in separate sealed covers duly superscripted " **TECHNICAL BID FOR SUPPLY, INSTALLATION AND MAINTENANCE OF INTEGRATED ALARM SYSTEM**" and " **FINANCIAL BIDS FOR SUPPLY, INSTALLATION AND MAINTENANCE OF INTEGRATED ALARM SYSTEM**" respectively and both sealed envelopes should be placed in another sealed envelope superscripted " **OFFER FOR SUPPLY, INSTALLATION AND MAINTENANCE OF INTEGRATED ALARM SYSTEM**". The tenders for Supply, Installation and Maintenance Integrated/ Alarm system for branches/Offices/ATMs under " **Midnapore Zone**" should be dropped/ sent by post at Indian Bank, Zonal Office, Midnapore to apply for said Tender.

3. **TECHNICAL BID OFFER (TO)**

The Technical Bid Offer (TO) should be complete in all respects and should contain all information asked for in this document. **It should not contain any price information.**

- (i) Letter of undertaking as per **Annexure-I**
- (ii) Pre qualification as per **Annexure-II**,
- (iii) Technical Specification as per **Annexure III**
- (iv) Documentation (Product Brochures, leaflets, manuals etc., if any)

4. **COMMERCIAL BID**

The **Annexure IV** for Commercial Bid should be submitted duly signed with Name and designation of the authorized person with seal of the firm/company. The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person duly authorized to bind the bidder to the contract. The authorization shall be indicated by written power of attorney to participate in the Tender. Bids signed by representatives who don't have written power of attorney to participate in the Tender shall be rejected. All pages of the bid including un-amended printed literature shall be initialed by the person or persons signing the Bid.

5. **EARNEST MONEY DEPOSIT**

Earnest Money Deposit of Rs. 20,000/- (Rupees Twenty Thousand only), in the form of a demand draft/pay order issued by a scheduled commercial Bank favoring Indian Bank, payable at Midnapore must be submitted along with the Offer. The Offer, not accompanied with Earnest Money Deposit specified will not be accepted. This amount will be forfeited if, having been selected by the Bank for the job, the Vendors/Firms/Suppliers refuses to accept any contract or having accepted the contract,

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 Vendors. The Earnest money paid by the successful Vendors will be released only after finalization of Rate contract.

The Earnest Money Deposit will be forfeited if the vendor:-

- (a) Withdraws its bid during bid validity period.
- (b) Refuses to honor commercial bid. Bank reserves the right to place order onto vendor based on prices quoted by them.
- (c) Refuses to accept purchase order or having accepted the purchase order, fails to carry out his obligations mentioned therein.
- (d) Refuses to submit bank guarantee on finalization of rate contract. Bid security to successful vendor will be refunded only after successful completion of bid period

6. PERFORMANCE BANK GUARANTEE

Before entering into an agreement the selected vender(s) should submit a Bank Guarantee of Rs.20,000/- (**Rupees Twenty Thousand only**) valid for a period of **3 years and 3 Months** from the date of contract, issued by a Public Sector Bank **other than Indian Bank**. Purchaser will have the right to make good the loss from any of the Bank Guarantee given by bidder if given separately, irrespective of the purpose of the guarantee.

7. VALIDITY PERIOD

The empanelled Vendors/Firms/Suppliers will remain in the empanelled list of the Bank for Indian Bank Midnapore Zone for **Three years** from the date of empanelment or till the completion of next empanelment period at the Bank's own discretion (whichever is earlier).

(a) The Annual rate contract and AMC charges will be valid for one year. Based on market rate of products the rate will be reviewed by the bank and if both party agree on that rate then the contract can be extended for further period of one year or more.

(b) Empanelment will be valid only, if all eligibility criteria mentioned in the advertisement are fulfilled during the entire empanelment period.

(c) If the service provided by vendor is found to be unsatisfactory or if at any point of time during the empanelment it is found that the information provided by vendor is false or if vendor do not participate in any subsequent RFP or tendering process three times consecutively, the Bank reserves the right to remove the vendor from the empanelment list without giving any notice. Bank's decision in this regard will be final.

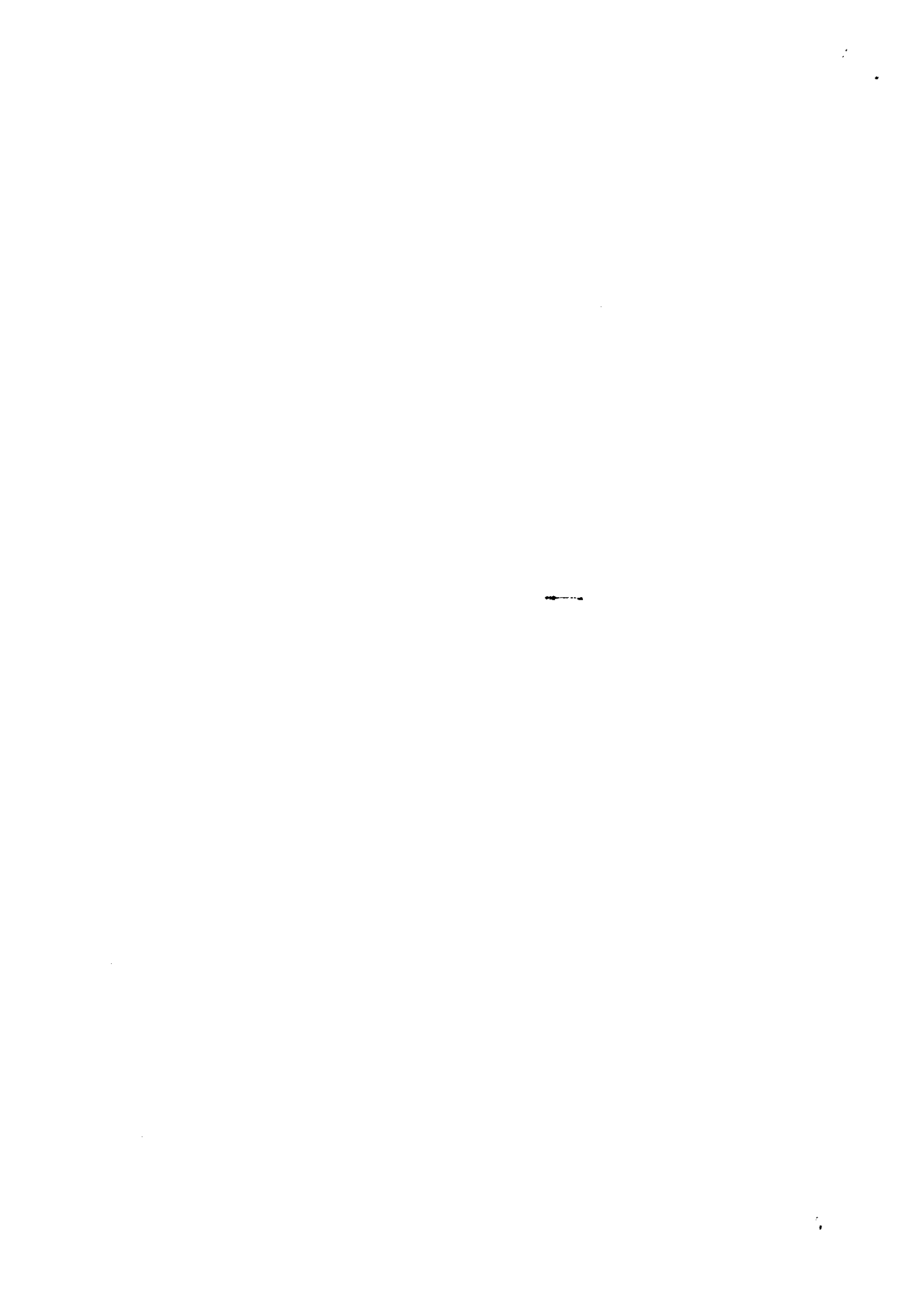
8. AVAILIBILITY OF SPARES

Vendor should ensure that the Spares for the product offered are available for at least 6 years from the day of installation of equipment. No obsolete equipment should be supplied to the bank.

9. PATENTS RIGHTS

The supplier shall indemnify the purchaser against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods, or any part thereof in India. The supplier shall, at their own expense, defend and indemnify the Bank against all third party claims or infringement of intellectual Property Right, including Patent, trademark, copyright, trade secret or industrial design rights arising from use of the products or any part thereof in India or abroad. The supplier shall expeditiously extinguish any such claims and shall have full rights to defend it there from. If the Bank is required to pay compensation to a third party resulting from such infringement, the





supplier shall be fully responsible for, including all expenses and court and legal fees. The Bank will give notice to the Supplier of any such claim without delay, provide reasonable assistance to the Supplier in disposing of the claim, and shall at no time admit to any liability for or express any intent to settle the claim. The Supplier shall grant to the bank a fully paid-up, irrevocable, non-exclusive license throughout the territory of India or abroad to access, replicate and use software (and other software items) if any, provided by the supplier, including all inventions, designs and marks embodied therein in perpetuity.

10. TERMINATION FOR INSOLVENCY

The Bank may at any time terminate the Contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent.

11. LIABILITY

Vendor's aggregate liability under the contract shall apply to third party claims for bodily injury/electric shock (including death) and damage to real property (due to malfunction of equipment) and tangible personal property caused by vendor's gross negligence/lapse or due to below standard equipments used by Vendor. The Vendor shall be liable for any indirect, consequential, or special damages due to malfunction of the security equipments under the agreement / purchase order.

12. WARRANTY

The offer must include on-site warranty from the date of installation and commissioning of the equipments however there should not be any additional cost for the warranty period. "No AMC" charge will be admissible in warranty period however half yearly service visit is mandatory during warranty period.

13. FORCE MAJEURE

Notwithstanding the above provisions, the Successful bidder shall not be liable for penalty or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions and epidemics. If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means of performance not prevented by the "Force Majeure" event.

14. NUISANCE:

The Vendor shall not at any time do cause or permit anyone to or cause any nuisance on the site or do anything which shall cause unnecessary disturbance of inconvenience to the Bank, Owners, Tenants or occupier of other properties near the site and to the customers/public generally.

15. GOVERNING LAW AND DISPUTES

The provisions of this tender shall always be subject to Government Notifications, any rules/guidelines that may be in force from time to time. All disputes or differences whatsoever arising between the parties out of or in relation to the construction, meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to

solve them amicably, the same shall be settled by arbitration in accordance with the provisions of "Arbitration and Conciliation Act-1996" or any statutory modifications or re-enactments thereof and the rules made there under and for the time being in force, shall apply to the arbitration proceedings. The arbitrator shall be appointed with the mutual consent of both the parties. However there is a provision of appeal if either party is not satisfied with the arbitration award. During the arbitration proceedings the Vendor shall continue to work under the Contract unless otherwise directed in writing by the Bank or unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained.

16. NO COMMITMENT TO ACCEPT LOWEST OR ANY TENDER

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever. The bank will have right to opt for any new technology optimum for the Banks usage.

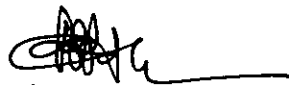
17. PAYMENT TERMS

No advance amount will be paid to vendor. Payment will be released by the respective branches only on completion of work upon submission of satisfactory installation report duly endorsed by the Branch. AMC charges will be paid by the branches on quarterly basis. No AMC will be paid by the branch if service rendered is not as per satisfaction of respective branch manager in terms of prescribed norms of AMC. For new integrated alarm system including cost of spare will also be paid by the respective branch of our zone. For further clarifications, if any, you may contact the following address:

The Assistant General Manager
Indian Bank Zonal Office, Midnapore
Station Road, Near Old Water Tank
Midnapore
West Bengal 721101

Contact Person :-
Shri Neeraj Dharia
Zonal Security Officer
Contact - 7433915987

Approved



(Rashmi Ranjan Rath)
Assistant General Manager
Zonal Head, Indian Bank Midnapore Zone



(Letter to the bank on the Supplier's letterhead)
Letter of Undertaking on Company Letter head

To
The Zonal Head,
Indian Bank,
Zonal Office, Midnapore

SUB: BID FOR SUPPLY, INSTALLATION AND MAINTENANCE OF INTEGRATED ALARM SYSTEM AT THE BRANCHES/ OFFICES/CURRENCY CHEST/ ATMS UNDER INDIAN BANK ZONAL OFFICE MIDNAPORE.

Dear Sir,

With reference to your tender notice published in Newspapers on.....and the RFP published at your website with effect from , having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the Supply, Installation and Maintenance of Alarm System at branches/ offices/ currency chest/ ATMs under Indian Bank Zonal office Midnapore as per details mentioned in your above referred RFP.

- We confirm that we have not been disqualified by any PSU Bank for Installation and AMC of security equipments.
- We further confirm that the offer is in conformity with all the terms and conditions as mentioned in the RFP.
- We also confirm that the offer shall remain valid for 90 days from the last date for submission of the offer.
- We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

Yours faithfully,
Authorized Signatories
(Name & Designation, seal of the firm)



PRE QUALIFICATION

The minimum qualification criteria for the bidders are as under: -

Sr No	Pre Qualification Criteria	Compliance (Yes/No)	Details of proof attached
1.	Company/Firms/proprietor should be reputed in the concerned field with not less than three years dealing in the Products offered (work experience as on 01.12.2018 should be not less than three years).		
2.	Company/Firms/proprietor should be on the Rate contract/ AMC Contract of at least one Public Sector Banks/ Public Sector Undertakings in West Bengal or with any Zonal Office of Indian Bank.		
3.	Whether ready to receive payment of bills for new product/ spares/ Quarterly AMC bill from individual branch.		
4.	The Firm should have at least one of its own offices in West Bengal and service centre(s)/ Depot/ Store functioning at any location under the span of Indian Bank Zonal Office, Midnapore.		
5.	Undertaking submitted (on their letter head) that vendor has not been black listed by any of the Govt. Authority or PSUs/PSBs.		
6.	Whether Copy of PAN card, GST No./ TIN No and latest Income tax return submitted		
7.	Whether Firms submitted Copy of registration Certificate under shop and establishment act.		
8.	Whether a certificate denying the ownership of Agency/Firm/Manufacturer/ Dealer by any director or officer/employee of the bank or their relatives having the same meaning as assigned under section 6 of the Companies Act 1956 issued by the CEO or Director of the Firm submitted along with the tender.		
9.	Address of Office with pin code and Telephone no.		
10.	Contact person to enquire/report with Telephone no.		
11.	Website/ Email IDs to report complaints		
12.	Details of Technical Staff with profile.		

Authorized Signatory
Seal of Company

Technical Specification**Integrated Alarm System with automatic Day Night mode with auto dialer**

S No	Salient features	Remarks
1.	The integrated alarm system should be of manufactured by reputed company and the control panel must have a rugged/ industrial standard cabinet. Price bid is required for Four different Integrated alarm system control panel vis. (a) With Auto dialer (with landline telephone Dialing) (b) With Auto Dialer (With GSM dialing) (c) With Auto Dialer (with both GSM and Landline telephone dialing)	
2.	The Alarm system should have provision to be operated with multiple call points/ emergency switches/ panic switches.	
3.	It should have facility to interface magnetic Sensor installed at strong room door/ cash safe for activation of hooter/ alarms	
4.	It should have facility to interface smoke sensor/ fixed Temperature sensor for activation of hooter/ alarms	
5.	It should have facility to interface PIR sensor for activation of hooter/ alarms	
6.	It should have battery backup for operation in case of total power failure	
7.	The Control cabinet should have locking arrangement	
8.	The Alarm system must have maintainability up to Component/ PCB level	
9.	The alarm system should function in automatically day/ night mode in automatic mode	
10.	Connectivity of Two in No. Hooter of 40 Watt each	
11.	The auto dialer integrated with the alarm system shall have at least memory to store five destination telephone/ mobile numbers.	
12.	The integrated auto dialer shall have facility to store customized voice message(s)	

Other Terms and Conditions:

Bids will be rejected if their commercial bid fail to fulfill the minimum technical requirement given.

We certify that the systems/services offered by us for tender confirms to the specifications stipulated by you with the following deviations

List of deviations with reasons. (Deviations will be accepted only if the offered specification is higher than requirement)

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Signature:
Seal of company

COMMERCIAL/ PRICE BID**(A) Offer for New Alarm System**

S.No	Description	Qty	Cost	GST & other taxes as applicable	Cost including taxes
1.	Integrated alarm system Main control panel with Auto Dialer (Auto dialer landline telephone Dialing model)	1			
2.	Integrated alarm system Main control panel with Auto Dialer (Auto dialer GSM model)	1			
3.	GSM based Auto Dialer (Stand alone) which can be integrated with alarm system	1			
4.	Landline based Auto Dialer (Stand alone) which can be integrated with alarm system	1			
5.	12 Volt 7AH (or more AH as suitable for Alarm Panel) rechargeable battery	1			
6.	External Horn/ Hooter 40 watt	1			
7.	AC Motorised Siren	1			
8.	Activation Switches (Hand Operated)	1			
9.	PIR Sensor	1			
10.	Magnetic Sensor	1			
11.	Smoke Sensor	1			
12.	Heat Sensor	1			
13.	Response Indicator	1			
14.	Wiring of two core cable including labour charge	Per mtr			
15.	PVC Conduit laying out to house the wiring	Per mtr			
16.	Shifting charge in case of alternate premises/ installation charge for in case of installment	1			
17.	AMC charge per branch per year (quarterly one visit mandatory)	Per yea			
18.	Buyback offer price of existing defective	1			
19.	Onsite Warranty for new control panel				
20.	Onsite warranty for new stand alone auto dialer (both GSM and Landline)				

