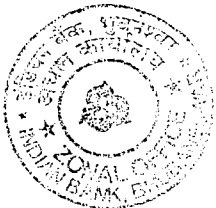




**INDIAN BANK
ZONAL OFFICE, BHUBANESWAR.**

**TENDER DOCUMENT
FOR
LAYING AND CONNECTING OF LAN (DATA) CAT 6 CABLE
FROM CCTV DVR/ NVR TO BRANCH NETWORK SWITCH
IN 53 BRANCHES UNDER INDIAN BANK ZONAL OFFICE BHUBANESWAR**





NOTICE INVITING TENDER

Sealed item rate tenders in duplicate are invited on behalf of the Zonal Manager, Zonal Office, Bhubaneswar, from the **Security Systems (CCTV/ BAS/ FAS) Empanelled Vendors** with the Public Sector Banks (in the State of Odisha) for the work of **LAYING AND CONNECTING OF LAN (DATA) CAT 6 CABLE FROM CCTV DVR/ NVR TO BRANCH NETWORK SWITCH IN 53 BRANCHES UNDER INDIAN BANK ZONAL OFFICE BHUBANESWAR.**

- | | |
|---|--|
| 01. Issue of tender documents: | Dt. 19.04.2023 to 03.05.2023 |
| 02. Last date of receipt of tender document: | 08.05.2023 up to 3.00 PM |
| 03. Date & Time of opening: | 08.05.2023 at 3.00 PM |
| 04. Place of submission of bids: | INDIAN BANK, Zonal office, Bhubaneswar |
| 05. Date of commencement: | 7 days from issue of work order |
| 06. Date of completion of work: | 30 days from issue of work order |
| 07. Period for settlement of final bill: | 15 days from date of raising invoice accompanied with work completion certificate issued by the Branch Managers |
| 08. Earnest Money Deposit: | Rs 5000/- (Rupees Five Thousand only) |
| 09. Release of Earnest Money: | The Earnest Money deposited shall not carry Any interest and will be refunded to unsuccessful tenderer after allocation of work order. The earnest money of successful tenderer will be released after completion of work and certification of final bill. |
| 10. Liquidated damages for non-completion of work within the date of completion: | Rs. 1,000/- (Rupees One Thousand only) for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work. |
| 11. Defect liability period: | 12 months from the date of completion certificate issued by the Branch Managers. |
| 12. Interested bidder may obtain further information from ZO Bhubaneswar. Tender document can be downloaded free of cost from Bank's website. | |
| 13. Bank reserves the right to reject wholly or part of any or all tenders received without Assigning any reason whatsoever, Also Bank reserves the right to split the work and place the order to more than one party. | |
| 14. <u>ANY FREAK RATE OF INDIVIDUAL ITEM ON HIGHER SIDE ARE LIABLE FOR NEGOTIATION.</u> | |

ZONAL MANAGER
INDIAN BANK,
ZONAL OFFICE,
BHUBANESWAR



SUBMISSION OF TENDER

The tenders are to be submitted in separate envelopes each sealed and clearly identified as to envelope number and contents as indicated below. All the envelopes shall be contained in a large envelope **“Tender for laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch in 53 Branches under Indian Bank Zonal Office Bhubaneswar”** and are to be submitted at **Zonal Office of Indian Bank, BHUBANESWAR**. Each tenderer will be issued two set of tender documents with schedule of quantities (two set). Tenderer will have to return all the documents and drawing issued to them while submission of their tender duly stamped and signed in each page as per instruction.

ENVELOPE MARKED NO.1.

Envelope marked No.1 shall contain the following documents.

- 1) Forwarding letter without mentioning the cost of Tender value arrived at with quoted rates.
- 2) Invited from the **Security Systems (CCTV/ BAS/ FAS) Empanelled Vendors** with the Public Sector Banks (in the State of Odisha) having current IT clearance, GSTIN.

The tender will be rejected if all the documents above said are absent.

ENVELOPE MARKED NO.2

Envelope marked No.2 shall contain The Financial bid in which vendor will quote his price for the work.

ENVELOPE MARKED NO.3

Envelope marked No.1 & 2 shall be put in large envelope of adequate size marked No.3 which shall be properly sealed. This envelope which shall be endorsed on the outside face **“Tender document for laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch in 53 Branches under Indian Bank Zonal Office Bhubaneswar”**

GENERAL INSTRUCTIONS TO TENDERERS

- 1) The term "Employers" or "Bank" shall mean "INDIAN Bank", or its authorized representatives at The Zonal Office, BHUBANESWAR .
- 2) The term "Vendor" shall mean the successful tenderer to whom the Contract shall be awarded.
- 3) The "Works" shall mean the laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch in 53 Branches under Indian Bank Zonal Office Bhubaneswar.
- 4) The Vendor should quote the rates in figures and words. Any corrections or Over-writing should be initialed by the Vendor.
- 5) The Vendor should submit the tenders with seal, signature and date on each Page.
- 6) Tender should be submitted in sealed covers with all requisite documents as desired with the top of the envelope super scribed as "Sealed Tender for laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch in 53 Branches under Indian Bank Zonal Office Bhubaneswar."
- 7) The Vendors should submit the cost of the main items as per tender specifications. Further modification after awarding of the contract shall be not allowed unless there is specific instruction by the Bank to change specifications.
- 8) The contract is time-bound and the works are to be completed within the time limit specified in the notice inviting tenders. This is a working section and the contractor has to work with no or minimum obstruction to its regular services.
- 9) The Contractor shall be penalized if the work is not completed within the scheduled time, the Bank will be entitled to charge liquidated damages @ Rs. 1000/- (Rupees One Thousand only) for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work.
- 13) The decision of Employer is final and binding.



TERMS & CONDITION

- 1) Unless otherwise mentioned, all works are with no allowance for Lapse waste. Unless otherwise described or measured separately, price for all the items shall include all necessary straight & curved edges.
- 2) Any damage to the work before the site is handed over, is to be replaced or made good at the expense of the vendor to the entire satisfaction of the Bank.
- 3) Tax as applicable shall be deducted at source as per the Income Tax Act/Rules.
- 4) The quantities indicated are subject to change. The payment of the bill shall be made as per the actual measurement as certified by the Branch Manager but not exceeding the total value quoted in the tender form.
- 5) The any officer of the Employer will be free to inspect the work at the site during the period of execution. Any suggestion of change or modification to improve the quality of work will be carried out subject to prior approval of the competent authority of the employers.
- 6) In case of failure to take up the work even after accepting the work order, or leaving the work incomplete, or for defective work not rectified, or violation of the terms and conditions, the earnest money deposit will be fortified.
- 7) For any item of work not covered or any unforeseen items of work, payment will be made according to the rates approved for similar nature of work, the costing done by the Employer, as per current PWD/ Networking schedule of rates, or as per analysis of material cost, labour rate and profit to the Vendor at 10%. The Vendor must obtain prior approval in writing before undertaking such additional works.
- 8) The tenderers shall sign each & every page of the tender documents.
- 9) The amount is to be quoted in figures as well as in words. In case the rates quoted in words and in figures are in variance, the amount written in words shall be taken as final.
- 10) The Vendor shall make their own arrangement at their own cost for storing materials, plants, tools etc. The employers will not be liable for security of the Vendor's materials.
- 11) No tools or plants will be issued by the bank.
- 12) The Employer reserves the right to accept or reject any tender without assigning any reason whatsoever and the said decision shall be final and binding upon the tenderer.
- 13) In case of breach of contract by the Vendor for slow progress of works or any other claim of damage, the Employer may have the power to rescind the contract without furnishing further reasons thereof.
- 14) The Employer shall have the power to ask the vendor to furnish the sample/ color / test certificate from any Govt. /Authorized agent for any materials used/ to be used in the Works, the expenditure of which is to be borne by the Vendor.



15) The Employer shall be not be liable for any damages or compensation payable as a consequence of any accident or injury to any workman or other persons in the employment of the Vendor or any workmen.

16) On completion of the Works, all rubbish, debris, materials, tools, Laborers, etc. to be removed by the vendor from the site and the vendor will hand over the site clean & clear & in usable condition after completion of the works. Failing this, the employer may dispose the materials at the cost of the contractor.

17) In case of any dispute, the matter will be referred to the INDIAN BANK, ZONAL OFFICE, BHUBANESWAR.

18) The vendor shall not submit any work bill until he completes the Project completely, as certified by all 53 Branches.

19) The rates quoted in the tender shall exclude GST & including other taxes, no escalation of rates will be allowed under any circumstances.

SPECIAL TERMS AND CONDITIONS

1. Completion Period : 30 Days
2. Date of Commencement : 7 days from the date of issue of the work order.
3. Defect Liability Period : One year after actual completion of work.
4. Additional items : For items where unit rates are not available, vendor shall provide proper cost break-up and proceed only after approval/consent. Any sample to be made for approval shall be at the Vendor's cost.
5. Validity of tender : Three month after the opening of the tender.
6. Rules/ Regulations : The vendor shall have their responsibility of complying with the local shops/establishments Act and other labor/ minimum wages Act and shall keep all such records/ accounts on payment of wages / attendance as deemed necessary.
7. Arbitration : As per the standard arbitration clause under the jurisdiction of Odisha.
8. Organization : The vendor shall employ competent / qualified workman who shall be responsible for the work. Any workman found guilty of misconduct/theft shall removed from the site.
11. Damage to property : Any damage to the Bank's property during the work period will be recovered from the vendor.



12. Deduction

: **Income tax, Sale Tax at source as per Act.**

13. Terms of payment

: **Payment after completion of work.**

14. Billing Procedure

: All measurements shall be recorded in Duplicate on standard measurement sheets prepared jointly by the Vendor and Branch Manager duly signed by them. All Bills shall be submitted along with this checked measurement sheets.

15. General

: The rates should be quoted considering necessary Scaffolding & staging work, Removal of debris as & when necessary, In view of restriction of Local concern Authority.



ARTICLES OF AGREEMENT

(On stamp paper of Rs.100/-)

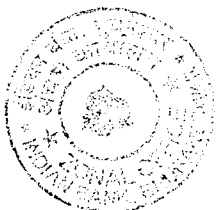
ARTICLE OF AGREEMENT made thisday of Two Thousand Twenty Three BETWEEN the Indian Bank Bhubaneswar Region of Commerce, a company incorporated under the Banking Companies acquisition & Transfer of Undertaking) Act, 1980 and having its Corporate Officehereinafter called "Employer" (which expression shall include its successors and assigns wherever the context or meaning shall so require or permit, of the one part and (hereinafter called the "Vendor") (which expression shall include its successors and assigns wherever the context or meaning shall so require or permit) of the other part.

WHEREAS the Employer is desirous of carryout **laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch in 53 Branches under Indian Bank Zonal Office Bhubaneswar and fed correct IP details in the DVR/ NVR of Branch CCTV systems and record the MAC ID of the CCTV Device specifications and the bill of quantities prepared by vendor and Branch Manager which have been signed or on behalf of the parties hereto.**

AND WHEREAS the Vendor has agreed to execute upon and subject to the conditions set forth herein and to the conditions set forth in the special conditions and in the Bill of Quantities and conditions of contract (all of which are collectively hereinafter referred to as "The said terms & conditions", the works, shown upon and/or described" in the said specifications and included in the said bill of quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable there under (herein after referred to as the said "contract value").

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said Contract Value to be paid at the times and in the manner set forth in the said terms & conditions; the vendor shall upon and subject to the said terms & conditions execute and complete the works, and described in the specifications and/or bill of quantities.
2. The Employer shall pay the vendor The Said Contract Value or such other sum as shall become payable at times and in the manner specified in the said terms & conditions.
3. The said terms & conditions and Appendices thereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by submit themselves to the said terms & conditions and perform the agreements on their part respectively in the said terms & conditions contained.
4. The contract is neither a fixed lump sum contract nor a piece work contract but is a contract to carry out the work in respect of the entire work as defined in the contract documents to be paid for according to actual measured quantities at the rates contain in the bill of quantities or as provided in the said contract documents.
5. The contract shall afford every reasonable facility for the carrying out of all works relating to the work in the manner laid down in the said conditions, and shall make good any damages done to walls, floors, etc. after the completion of such works.
6. The Employer reserves to itself the right of altering the nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.



7. Time shall be considered as the essence of this Contract and the Vendor hereby agrees to commence the work from date of Letter of Acceptance and to complete the entire work within 30 days subject nevertheless to the provision for extension of time.
8. All payments by the Employer under this contract will be made only at Bhubaneswar.
9. All disputes arising out of or in any connected with this agreement shall be deemed to have arisen at Bhubaneswar and only court in Bhubaneswar shall have jurisdiction to determine the same.
10. That the several parts of this Contract have been read by the vendor and fully understood by the vendor. The vendor shall not be entitled for the payment for the quantities beyond the tendered quantities unless ordered for by specific written instructions from the Employer.

IN WITNESS WHEREOF THE Employer and the Vendor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written. (If the vendor is a partnership or an individual).

IN WITNESS WHEREOF the Employer has set its hand to these presents through its duly authorized official and the Vendor has caused its common seal of to be affixed hereunto and the said two duplicates/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written (If the Vendor is a company).

Signature Clause

SIGNED AND DELIVERED by the Indian Bank by the hand of

Shri _____

(Name and Designation)

In the presence of

(1) _____

Address _____

(2) _____

Address _____

Witness

SIGNED AND DELIVERED BY

in the presence of

(1) _____

Address _____

(2) _____

Address _____



Witness

THE COMMON SEAL OF _____

Was hereunto affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on

_____ in the presence of

(1) _____

(2) _____

Directors who have signed these presence in token thereof in the presence of

(1) _____

(2) _____

(3) individual should be signed by all or on behalf of all partners.

If the vendor signs under its common seal the signature clause should tally with the sealing clause in the Articles of Association.

SIGNED AND DELIVERED by the contractor by the hand of Shri

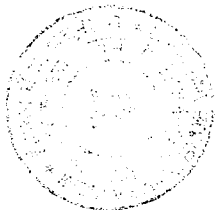
And duly constituted attorney



INDIAN BANK

TECHNICAL SPECIFICATION OF MATERIAL TO BE USED

1. LAN (Data) CAT 6 Cable : D-link
2. CAT 6 Cable Connector/ Jacks : D-link



FORM OF TENDER

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Dear Sirs

Ref:.....

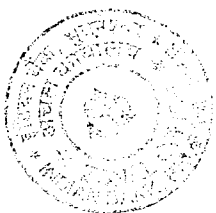
.....
.....

- 1) I/We refer to the tender notice issued by Indian bank, Zonal Office Bhubaneswar for thein connection with the above.
- 2) I/We have satisfied myself/ourselves as to the site conditions, examined the scope of work and all aspects of the tender conditions subject to above, I/We do hereby agree should this tender be accepted in whole of.
- 3) Abide by and fulfill all the terms and provisions of the said conditions annexed hereto:
- 4) Complete the works within 30 days stipulated in two or three shifts if considered necessary by the Consultants at no extra cost to the Owner.
- 5) I/We have deposited the earnest money of RS.....which we note will not bear any interest and is liable to forfeiture,
 - i) If the offer is withdrawn within the validity period of acceptance.
 - or,
 - ii) If the contract is not executed with 7 days from award of contract.
 - or,
 - iii) The acceptance of this tender shall constitute a binding of contract and any failure as mentioned in Clause.3 shall constitute a breach of contract by us and the tender accepting authority shall be entitled to have the work executed at our risk and cost and to claim extra cost/expenditure incurred by them from us.
- 6) Unless and until a formal agreement is prepared and executed this tender together with your written acceptance thereof shall constitute as a binding contract.
- 7) I/We understand that you are not bound to accept the lowest any tender received.
- 8) I/We have independently considered the amount of liquidated damages in the Appendix to the General conditions of the Contract and agree that it represents fair estimate of the loss likely to be suffered by you in the event of the works not being completed in time.
- 9) Our Bankers are:-
- 10) The names of Partners/Directors of the firm Authorized to sign

Yours faithfully,

Name of person having power of
Attorney to sign the contract.
(Certified true copy of the
Power of attorney should be
attached.)

Signature of the Vendor



Financial Bid

SI No	Particular	Unit	Quantity	Rate	Amount
1	D-link LAN (Data) CAT 6 Cable.	Mtrs	10 Mtrs (average per branch)		
2	D-link CAT 6 Cable Connector/ Jacks.	Nos.	02 (one pair)		
3	Service Charges for laying and connecting of LAN (Data) CAT 6 Cable from CCTV DVR/ NVR to Branch Network Switch (Port 15) per Branch and feed correct IP details in the DVR/ NVR of Branch CCTV systems and record the MAC ID of the CCTV Device.	NA	NA		
Total (excluding GST)					

Note: Total (excluding GST) will be considered for deciding L1.

Yours faithfully,

Name of person having power of Attorney to sign the contract.
(Certified true copy of the Power of attorney should be attached.)

Signature of the Vendor

