

Chhattisgarh State Co-op Bank Ltd (APEX BANK)



HEAD OFFICE: Indira Gandhi Vyavasaik Parisar, Pandri
Raipur, PIN – 492004

Request for Proposal for
Supply, Installation, Testing, Commissioning & Maintenance
Of
Mobile Van (including fabrication)

REF NO.: CSCB/IT/18-19/02
RELEASE DATE: 08/08/2018

PARTICULARS	DEADLINE
Vendor Queries	17/08/2018 up to 1:00 P.M.
Address for Vendor Queries	cbs.it@cgapexbank.com cg.apexbank.ho@gmail.com
Response to Vendor Queries & Pre Bid Meeting	17/08/2018 at 4:00 P.M.
Last date of submission of the Technical and Commercial bid	28/08/2018 up to 5:00 P.M.
Date and Time of Opening of Technical Bid	31/08/2018 at 1:00 P.M.
Date and Time of Opening of Commercial Bid	31/08/2018 at 4:00 P.M.



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PART A – TECHNICAL



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GENERAL INFORMATION AND INTRUCTIONS FOR BIDDERS

Introduction

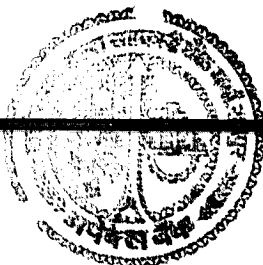
The Chhattisgarh State Co-operative Bank Ltd., (CSCB) Chhattisgarh is a State Co-operative bank in Central region of India. The bank is having 12 branches and Head Office and wishes to purchase Mobile Van for CSCB and its affiliated 3 District Central Co-operative Bank (DCCB) to meet the present and future needs of the Bank.

Objective

The objective of this tender is to select and finalize the vendor for Supply, Installation, Testing, Commissioning & Maintenance of Mobile Van (including fabrication)

Instruction to fill & submit the Tender Document:

1. Tender must be filled & sealed in two separate envelopes – Technical and Commercial and later in one common envelope completely sealed.
2. Envelope must be super-scribed as "Tender Document for Supply, Installation, Testing, and Commissioning & Maintenance of Mobile Van (including fabrication)".
3. Tender reference Number, Due Date, Name, Address & Contact Numbers of the vendor must be written on all envelopes.
4. Envelopes must be completely sealed, signed & stamped.
5. The Tender Document must be addressed to :
To,
Managing Director,
Chhattisgarh State Co-op. Bank Ltd. (APEX BANK),
Head Office, Indira Gandhi Vyavasaik Parisar,
Pandri, Raipur, Chhattisgarh,
Pin – 492004
6. **Documents to be submitted along with the Proposal.**
 - i) Demand Draft of Rs. 5,000/- (Rs. Five Thousand Only) as Tender document fees favoring "Chhattisgarh Rajya Sahakari Bank Mydt., Raipur", payable at Raipur in separate envelope by mentioning "DD for Tender Document for Supply, Installation, Testing, Commissioning & Maintenance of Mobile Van (including fabrication)" and kept with Technical envelope.
 - ii) Demand Draft of Rs. 5,00,000/- (Rs. Five Lac Only) as EMD favoring "Chhattisgarh Rajya Sahakari Bank Mydt., Raipur", payable at Raipur in separate envelope by mentioning "DD for EMD for Supply, Installation, Testing, Commissioning & Maintenance of Mobile Van (including fabrication)" and kept with Technical envelope.
 - iii) Valid Attested Photocopies are required in given order and index.



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- a. PAN No. / TAN No. / TIN No.
- b. GST Registration Certificate.
- c. Vendor Profile, Infrastructure of firm / Company / Partners & Organization Chart.
- d. Supply and installation Schedules to implement this project.
- e. Original Tender Documents by signing on each paper with impression of company seal.



SCOPE OF WORK, DELIVERABLES AND TIMELINES

1. Details of Work

The successful bidder will be responsible for supply, customize, installation, UAT, testing and commissioning of Mobile Van (including fabrication) with ATM and/or Lobby solutions as per need of Bank. The integration of the Mobile Van with ATM and/or Lobby solutions with Bank's CBS & other systems and interface with respective Payment Gateways & other interfaces will be the responsibility of the bidder.

The ATM and Network Connectivity will be provided by Bank.

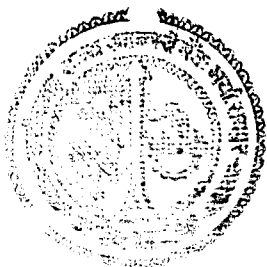
The scope of work for Mobile ATM and Lobby Van:

The Bank has installed an Electronic Financial Transaction Switch to drive and administer ATMs of the Bank. The Mobile Van ATMs & lobby will be integrated with bank's switch

- 1.1 Supply, installation, testing and commissioning of Mobile Van (including its fabrication), Lobby on ownership basis.
- 1.2 Purchase and maintenance of vehicle for Mobile Van. The vehicle shall be fabricated as specified by the Bank, with reinforced body for mounting ATM.
- 1.3 Supply, installation, testing and commissioning of network, UPS, lighting arrangements etc. to facilitate transactions through Mobile ATMs.
- 1.4 DVR/CCTV image capturing while transacting on ATM.
- 1.5 The interior of the vehicle should be furnished to host one officer of the Bank who would carry out banking and / or financial inclusion related activities.
- 1.6 Van should power backed up.

2. Integration of supplied goods, equipments & software

The bidder must integrate all the hardware equipment(s), vehicle and software components to make the mobile van system integrated and fully functional. It will be bidder's responsibility to locate the exact nature of the problem / fault(s) and rectify the same. Bidder should guarantee that all components are new.

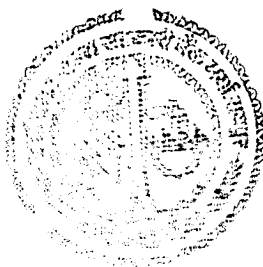


ELIGIBILITY CRITERIA

- Vendor organization must have office in India and should be registered as per provision of Partnership Act / Company's Act in India.
- The tenders should be in two separate envelopes - Technical and Commercial completely sealed.
- The bidder's company / firm should be a profit making company / firm during last financial year with an annual turnover of ₹. 10 Crore or more during the last financial year i.e. for the year 2016-17 or latest. The bidder should submit audited financials for the year 2016-17 or latest i.e. Balance Sheet, Profit and Loss account and copy of Income Tax returns of particular financial year.
- Bidder should have experience of supplying all items and will have to furnish details of previous supplies.
- The bidder should not be black listed company in any of the government institution / bank, the self-declaration in this regard on company's letter head should be attached to the technical proposal.
- The bidder should have supplied at least 10 Mobile Van with ATM or Lobby to Bank's in India. (Attach Purchase Orders)

Tender Rejection Criteria:

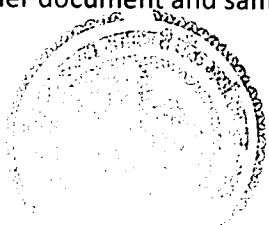
1. The bidder's details attached to tender are not found as per eligibility criteria.
2. Technical and commercial offers found in one envelope.
3. Non-indexed documents attached to tender document.
4. Tenders without Tender Document Fees or EMD – Pay Order or DD.
5. Tender submitted with false and wrong information.
6. Information requested by CSCB for this tender process is not found in Technical and commercial offer.
7. Misconduct and influence if any to this tender process by the bidder or its representative/s will result into rejection of bid document. No further communication will be entertained in this regard.



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GENERAL TERMS AND CONDITIONS

1. Proposals should follow the format established in this document.
2. All correspondence, unless otherwise mentioned, should be addressed to :
To,
Managing Director,
Chhattisgarh State Co-op. Bank Ltd. (APEX BANK),
Head Office, Indira Gandhi Vyavasaik Parisar,
Pandri, Raipur (Chhattisgarh)
Pin – 492004
3. Tender document is not transferable.
4. The tender should be quoted as per the given format, no changes should be made in this tender document. The vendor is not liberal to quote for new technical solutions or specifications separately.
5. Sealed tender must reach Head Office on or before 28/08/2018 up to 5:00 P.M. Tender received after due date & time will not be accepted. Postal / courier delays will not be accepted.
6. Proposal submitted by Telex / Fax / Telegrams / E-mail or any other similar manner will not be accepted.
7. Proposals may not be withdrawn after submission and shall be valid for a period of 90 days.
8. Proposals must in organized, structured and indexed manner. Brochures / leaflets and other documents with index. If not organized and documents not found at the time of tender scrutiny, bank will reject the tender. No communication in this regards will be entertained.
9. Vendors must identify by name, title, and telephone number of the person(s) in their organization to whom Bank can address questions during the evaluation of proposals.
10. An authorized officer of the vendor shall sign proposal(s) (supported by appropriate documentation). Any erasures or other changes included on any project submission shall bear the signature of the authorized officer only.
11. The proposal should be complete in all respects and contain all information asked for, along with all the technical/product details. The proposal should include all items asked for in the attached Annexure. Impression of company seal is required on each page of this tender document and same should signed by company's authorized representative.



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12. Each page of original tender document must duly sign & stamped as a token of acceptance of terms & condition. Original Tender Document must be submitted along with the offer, otherwise the tender will be rejected.
13. If, in the opinion of Bank, a proposal / quote / documents contain false or misleading statements or references that do not support a function, attribute, capability or condition as contended by the vendor, it shall be rejected.
14. The terms and conditions applicable to any resulting contract are those contained herein. Any different or additional terms contained in bidder's purchase order acknowledgement or other document, are unacceptable to Bank and may be rejected.
15. The bank reserves the right to enter into a contract based upon proposals received without further discussion on such proposals. Accordingly, proposal should be submitted with the vendor's best and competitive price, delivery and service capabilities. Bank may/if require, will negotiate on price with vendor/s.
16. EMD retention period up to one year from the date of the purchase order. The EMD will carry no interest.
17. The EMD of the unsuccessful Bidder shall be refunded after final acceptance of the tender and within reasonable time not exceeding six months from the date of opening of the tender. The EMD will carry no interest.
18. The EMD will be forfeited if a Bidder withdraws his offer before finalization of the tender. The EMD of the successful Bidder shall also be forfeited if the Bidder fails to sign the prescribed agreement within the specified period.
19. The Purchase Order for Mobile Van will be provided separately from each Bank viz. The Chhattisgarh State Cooperative Bank Ltd. (CSCB) and affiliated 3 District Central Cooperative Bank Raipur / Jagdalpur / Ambikapur (DCCB).
20. The Payment of supplied Mobile Van will be done by Purchaser Bank viz. The Chhattisgarh State Cooperative Bank Ltd. (CSCB) and affiliated 3 District Central Cooperative Bank Raipur / Jagdalpur / Ambikapur (DCCB).
21. The other components listed on Annexure – 1 should have One Year Comprehensive On-site warranty which shall be applicable from the date of installation.
22. The bidder shall be required to execute Agreement cum SLA (Service Level Agreement) with the Bank for the period of 5 years.
23. Process of Tender
 - a) Tenders will be opened in front of bank's Tender Committee and Management staff. An authorized representative of vendor can be present. At the time of opening, bank will open main envelope containing Technical and Commercial

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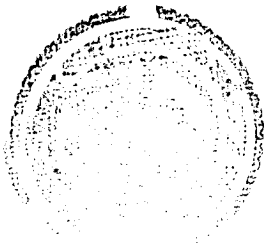
bids. Post that, only Technical offer, Tender Fees and EMD envelope will be opened. The first scrutiny and selection of eligible vendors for next process will be based on the documents submitted along with tender document.

- b) The Bank will first scrutinize technical offers submitted by vendor to determine whether they are complete and matching with the eligibility criteria and conditions mentioned in tender document.
- c) Post scrutiny of offers/tenders, bank will inform eligible for negotiation or any decision that bank may take.
- d) The non-eligible vendors will be informed by fax /e-mail/postal service, EMD of all such vendors will be returned back.
- e) The commercial proposal of only technically eligible vendor/s will be opened in front of bank's Tender Committee and Management staff. An authorized representative of vendor can be present.

24. Any publicity by the vendor in which the name of bank is to be used should be done only with the explicit written permission of the bank.

25. The agreement shall be signed between Bank and the successful Vendor for proper AMC maintenance, support and services for the period of 5 Years.

26. This tender is subject to standard Force Majeure and the bank reserves the rights to reject one or all tenders without assigning any reason.



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VENDOR'S DECLARATION

Date :

To
Managing Director,
Chhattisgarh State Co-op. Bank Ltd. (APEX BANK),
Head Office, Indira Gandhi Vyavasaik Parisar,
Pandri, Raipur, Chhattisgarh,
Pin – 492004

Dear Sir,

We, the undersigned, offer to Supply, Installation, Testing, Commissioning & Maintenance of Mobile Van (including fabrication), mentioned in this tender document. We are fully aware with tender conditions mentioned in this tender document. In accordance with your tender dated 4th February 2018, we are hereby submitting our proposal, which includes this Technical Proposal and a Commercial proposal sealed under a separate envelope.

We hereby declare that we have read the instructions/conditions mentioned in this tender document and included in the tender document, and abide by the same. We declare that we are binding on process mentioned in the tender document and the decisions made by "Chhattisgarh State Co-op. Bank Ltd. (APEX BANK)"

We hereby declare that all the information and statements made in this proposal are true and accept that any misleading information contained in it may lead to our disqualification. We confirm that all personnel and/or details named in the tender will be available to undertake the services.

We undertake, if our proposal is accepted, to initiate the services related to the assignment immediately on signing of contract.

We understand you are not bound to accept any tender and proposal you receive.

Yours faithfully,

Chief Executive Officer



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VENDOR DETAILS

SI No	Question	Response
1	Name of Company	
2	Firm/ company Status. Proprietary/Partnership/Pvt. Ltd/Public Ltd	
3	Date of incorporation	
4	Company Head Office and registered office address	
5	Telephone and Fax numbers	
6	Name and designation of the person authorized to make commitments to the Bank	
7	Email Address	
8	Director/ Owner Name Contact Details.	
9	GST registration number.	
10	Company PAN & TIN number	
11	Geographical Area covered by the company.	



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Annexure 1: Vehicle and other

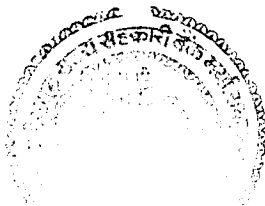
	Company	Model	Response (Yes/No)
Vehicle	Mahindra	Bolero Pickup 4WD	
Vehicle immobilizer	Mahindra		
Vehicle Fabrication work	Fabrication is inbuilt		
Other Components			
UPS with 4 Hour Backup for ATM			
GPS / Tracking Device			
CCTV (HD Quality with 3 month Backup)			
Digital Signage (32 Inch)			
AC (1.0 Ton)			



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Annexure 2: Fabrication and other

Bill of Material	Complied(Yes/No)	Pg. No. of Tech. specs attached	
Fabricating Body			
Marine Ply Covered With Vinyl For The Flooring.			
Provision To Keep ATM Machine & KIOSK, UPS With Batteries, Portable Generator Set.			
Electrical Fittings like Tube Lights and Fans.			
Providing Branded Air Condition Unit (1.0 Ton) To Be Run With Vehicle Engine and Electric Power Supply.			
Providing One Door At L.H Side/Back Side, And One Flap For The ATM Machine, Folding Steps Will Be Provided.			
Wooden Furniture Like Tables & Chair Will Be Provided.			
Provision to Fix LED Screen.			
Providing Folding Awning Shade Will Be Provided At L.H Side/Back Side Of The Vehicle			
Accessories Like Sun Visor, Rear View Mirrors, Centre Mirror, Mud Flaps, Height Indicator Lights, Side Signal Lights, Fire Extinguisher Etc.			
Complete Vehicle Insulating With 38 mm Thermacol & Hitlone To Avoid Transfer Of Heat.			
Adequate No. of fire Extinguishers should be provided(minimum two)			
Online UPS with back up duration 4 hours, of reputed make and manufacturer should have ISO certification. The UPS should have an arrangement to operate on electric power in case batteries are drained out.			
UPS Make UPS Model No.			
Heavy Duty Tubular Structure.			
20 SWG Imported Color Coated G.I. Sheets For Exterior, And ACP Sheets For Interior.			



PART - B – COMMERCIAL



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Annexure 3: FINANCIAL BID FORMAT

Sr. No	Description	Company	Model	Rate	GST	Amount
1.	Vehicle	Mahindra	Bolero Pickup 4WD			
2.	Necessary Interior & Exterior Design of VAN as per bank requirement					
3.	Supply and fitment of					
a.	Digital Signage (32 Inch)					
b.	Generator					
c.	AC (1.0 Ton)					
d.	Bank Counter for 1 persons					
e.	CC TV					
f.	UPS System					
g.	Fire Extinguishers					
h.	GPS/Tracking Device					

Note - All materials should be with 1 year warranty.



