



**EXPRESSION OF INTEREST (EOI)
FOR SUPPLY & INSTALLATION OF SECURITY EQUIPMENT
(Viz. Cash Safes, Gold Safes, Strong Room Doors, Safe Deposit Lockers (SDLs), Safe
Cum with Safe Deposit Lockers (SSDLs), Fire Resistant Filing Cabinets (FRFCs) &
Depository Cabinets at Branches / Offices of the Bank on PAN India Basis) AT
BRANCHES/ OFFICES OF Uttar Bihar Gramin Bank.**

Last date of submission of application – 11.12.2020 up to 03:00 PM

1. Scope of the work

Uttar Bihar Gramin Bank, Head Office invites Expression of Interest (EOI) from Original Equipment Manufacturers (OEMs) of security equipment of the under mentioned categories who have the licenses to manufacture and have the experience of supply and Installation of these equipment in Branches & offices of various Banks on pan India basis for empanelment and Annual Rate Contract (ARC) with the Bank to undertake supply and Installation of these equipment as per the requirement of Branches/ Offices of the Bank.:

Category "A" Equipment

Strong Room Doors (SRDs) of Class "AAA", Class "AA", Class "A"

Category "B" Equipment

Cash Safes, Gold Safes, Safe cum Safe Deposit Lockers (SSDLs) of Class "AA" & Class "A"

Category "C" Equipment

Safe Deposit Lockers (SDLs)
Fire Resistant Filing Cabinets (FRFC)

Category "D" Equipment

Depository Cabinets for cash cabins

2. Period of empanelment

Empanelment of OEMs will be done equipment category wise. The empanelment shall be valid for a period of 3 years but the Annual Rate Contract (ARC) shall be valid for one year. For the second and third years, the ARC may be continued or may be reviewed by calling sealed offers from the empanelled OEMs only. Any addition/deletion in the products in a particular category will be at the sole discretion of the Bank. At the end of the year, before renewing / reviewing the ARC, the performance of the contracted OEMs will be evaluated after receiving feedback from Bank's different Regional Offices. It will be at the sole discretion of the Bank to terminate the contract and empanelment and disqualify the OEM from next ARC, if an OEM does not satisfactory perform the work assigned by the Bank's Regional Offices / Branches.

3. Important Dates

The instant process is being done for Prospective bidders may download the EOI document from the Bank's website www.ubgb.in. Important dates are as mentioned below:

- a. Date of issue of Expression of Interest document : 19.11.2020
- b. Time & date of opening of Bids : 11.12.2020 at 03:00 PM

4. Tender Cost & Earnest Money Deposit

An amount of Rs. 1000/- (Rupees One Thousand only) as tender cost & Rs. 2.00 Lakh (Rupees Two Lakh only) is required to be deposited as Earnest Money Deposit in form of Demand Draft in favour of Uttar Bihar Gramin Bank, payable at Muzaffarpur with the application. The earnest money deposited

shall not carry any interest and will be returned to the unsuccessful bidders. Earnest money paid by the successful bidder will be retained by the Bank till completion of the period of contract as Security Deposit. Earnest money paid by bidder shall be forfeited by the Bank if the bidder fails to undertake the job after award of the contract.

5. Performance Guarantee

The successful and contracted bidder will have to submit performance guarantee for satisfactory compliance of the work to be assigned during the period of contract within 10 days from the date approval of contract is communicated to them. This will be in the form of Bank Guarantee amounting to Rs. 50.00 lakh and valid for a period of one year. For the subsequent years, a fresh Bank Guarantee of Rs.50.00 Lakh will have to be given again at the start of the contracted year.

6. The Bank reserves the right to reject any / all applications without assigning any reason whatsoever.

7. Stages of the process

The process of empanelment and Annual Rate Contract will be completed as under.

a) Technical bids will be opened at the scheduled date and time. Offers will be evaluated by a designated committee against the stipulated minimum eligibility criteria for each category of products. Offers not complying with the eligibility criteria will be rejected.

b) Bank at its discretion, may ask for any additional information from any / all the bidders to substantiate the submissions / claims made by the bidder(s) in their bid document.

c) Provisional shortlisting of the bidders meeting the eligibility criteria will be made.

d) Before deciding on the finally eligible bidders under each category, Bank, at its discretion may get the manufacturing facilities of the shortlisted bidders visited by a designated committee to verify the manufacturing processes for adherence to the quality and environmental management policies.

A shortlisted bidder may not finally qualify, if the committee visiting the manufacturing facility finds the quality of processes lacking and so recommends.

e) Intimation regarding qualification / disqualification will be made to all the bidders. Further terms of financial bidding will be intimated to the qualified bidders only. Depending upon the number of OEMs qualifying technically for a category of products, Bank, in its financial bid terms, may, at its discretion, keep the opportunity for other qualifying bidders also to match the pricing of L-1 and may distribute the work appropriately. Details will be made available in the terms of financial bid notice which will be floated after successful completion of technical qualification stage.

8. Submission of proposal

a) The bid should be submitted in a sealed envelope with superscription:

" EXPRESSION OF INTEREST (EOI) for supply & Installation of security equipment under Category(ies) __"

b) Super-scribed Sealed Envelope should be submitted at Uttar Bihar Gramin Bank, Head Office, Sharma Complex, Kalambagh Chowk, Muzaffarpur, Bihar 842001 on or before .11.2020 by post or by hand. Bidder must sign each page of bid documents failing which the bid will be rejected. The proposal received after the time of submission or without supporting documents would be rejected. The Bank reserves the right to accept or reject any or all applications without assigning any reason. The bank also reserves the right to cancel or withdraw the EOI at any stage without assigning any reason. No contractual obligation whatsoever shall arise from the EOI process until a formal contract is signed and executed by duly authorized officers of the bank with the selected Bidder.

c) The Application Form and the following documents should be duly filled, signed and stamped by the authorized signatory of the bidder:

i) Application cum declaration form (Appx "A")

ii) Categories of the equipment being bid for (Appx "B")

iii) Profile of the bidder (Appx "C")

iv) Compliance Checklist duly filled and stamped (Appx – D)

v) Copy of the EOI Document, each page duly signed and stamped

vi) All the annexures in support of the bid (As listed in Appx – E)

d) Application form together with all the Appendices/Annexures, Tender fee of Rs.1000.00 and Earnest Money Deposit of Rs. 2.00 Lakh should be submitted in a sealed envelope as mentioned above.

9. Eligibility criteria for bidders

a) The bidder must be a registered company with all necessary statutory registrations such as Certificate of incorporation, PAN, GST, ESI and EPF etc. with competent Government authorities.

