



# Uttar Bihar Gramin Bank

Head Office, Kalambagh Chowk, Muzaffarpur

Tender reference No.HO:GAD/13/2020-21/364 Dt.10.07.2020

## TENDER FOR MAINTENANCE OF BURGLAR ALARM SYSTEM AT BRANCHES OF UTTAR BIHAR GRAMIN BANK

Uttar Bihar Gramin Bank invites **sealed tender** offers (technical offer and financial offer ) from, reputed manufacturers and /or their authorized dealers for Annual maintenance of Burglar Alarm systems in model I (with parts) and model II (without parts).

The terms & conditions of the AMC offer are given in Annexure – I,II & III. Vendor will have to furnish unconditional compliance for all terms and conditions of AMC offer.

The complete tenders in all respect are required to be submitted at the following address :-

<u>Tender reference</u>	<u>HO/GAD/13/2020-21/ 364</u>
	<u>Dt.10.07.2020</u>
<u>Start date of tender</u>	<u>10.07.2020</u>
<u>Last date for bids</u>	<u>22.07.2020 upto 3.00 PM</u>
<u>Date of opening of</u>	<u>22.07.2020 at 3.30 PM</u>
<u>Technical Bid</u>	
<u>Address for</u>	General Manager
<u>communication</u>	Uttar Bihar Gramin Bank
	Kalambagh Chowk,
	Muzaffarpur – 842-001 (Bihar)

**Earnest Money Deposit of Rs.50,000/- (Rupees Fifty Thousand ) only must accompany the tender offers as specified in this tender document.** The earnest money deposit of all the unsuccessful bidders will be returned within a period of 45 days from the date of issue of orders.

Terms and conditions and various formats and proforma for submitting the tender offer are described in the tender documents and its Annexures.

  
GENERAL MANAGER

Date :: 10.07.2020

Place :: Muzaffarpur



उत्तर बिहार ग्रामीण बैंक

प्रधान कार्यालय, कलमबाग चौक,  
मुजफ्फरपुर, बिहार, 842 001



**Uttar Bihar Gramin  
Bank**

HEAD OFFICE, KALAMBAGH CHOWK,  
MUZAFFARPUR, BIHAR, 842 001

(Sponsored By :: Central Bank of India )

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Head Office

Tender No.GAD/13/2020-21/364

Date :: 10.07.2020

Annexure - I

Tender Notice

**TENDER FOR MAINTENANCE OF BURGLAR ALARM  
SYSTEM AT BRANCHES OF  
UTTAR BIHAR GRAMIN BANK**

Uttar Bihar Gramin Bank invites **sealed tenders** for maintenance of Burglar Alarm in two bid systems i.e. Technical Bid and Financial Bid from manufacturers and/or Authorised dealers of Burglar Alarm systems with proven capability in maintenance of Burglar Alarm systems. Initially Bank is in need of maintenance of approximately 1032 Burglar Alarm systems installed in branches in 18 districts of Bihar namely Araria, Saran, Darbhanga, Gopalganj, Vaishali, Madhubani, Madhepura, Muzaffarpur, Purnea, Saharsa, Sitamarhi, Siwan, Sheohar, East Champaran, West Champaran, Katihar, Kishanganj, Supaul.

The scope of work covers maintenance of hardware and installed with Burglar Alarm System.

**1. Eligibility Criteria**

- 1.1. The tenderer should be a profit making company for last three years with a minimum turnover of Rs. 50 lacs each year. (Copies of annual reports should be enclosed)
- 1.2. The bidder should have the experience of maintenance of Burglar Alarm System for at least 3 years in Banking (Documentary proof should be enclosed) .
- 1.3. Registration with GST ESI EPF is essential.
- 1.4. The bidder should have their own office in the State of Bihar. Offices addresses, proof & availability of service engineers will be submitted with the bid.
- 1.5. The manufacturer/dealer should have never been blacklisted by any public sector Bank.
- 1.6. The tenderer should have ability to service and maintain the system throughout our Bank's command area..

**2. Documents to be submitted.**

- 2.1. Client-wise details of maintenance of Burglar Alarm System with supporting documents.
- 2.2. Supporting documents as mentioned in eligibility criteria.
- 2.3. Copy of agreement or any legal documents between the manufacturer and the bidder where the manufacturer has authorized to sell & service Burglar Alarm System.



2.4. Vendors are advised to submit sealed tenders in envelope superscribed **"Tender for maintenance of Burglar Alarm systems"** and this envelope should contain two separate envelopes superscribed - as below.

Envelope No. 1 – Technical Bid

Envelope No. 2 - Financial Bid/Commercial Bid.

2.5. Rates have to be mentioned in figures as well as in words.

2.6. EMD of Rs. 50,000/- (Fifty thousand) only as Bank Draft in favour of **"Uttar Bihar Gramin Bank"** payable at Muzaffarpur should be attached to technical Bid (Envelope-I)

2.7. Completed tenders should reach the Bank by **3.00 PM on 22.07.2020** and the technical bids will be opened on same day at **3.30 PM**. Tenderers may remain present at the time of opening of bids. Those who qualify the technical parameters will only be eligible to compete in financial bids.

2.8. The Bank reserves the right to accept/reject any or all tenders without assigning any reason whatsoever.

2.9. The Bank reserves the right to reduce or increase the number of Burglar Alarm systems for maintenance. Bank also reserves right to select one/more than one vendor.

2.10. Company should have proper communication system and the complaints from branches should be attended to immediately (within 48 hours). Phone/Mobile No./email of contact person are to be provided to the Bank/Branches.

**3. Days of Service**

3.1. The provision, by the vendor, for maintenance/service will be confined to the Bank's normal working days.

3.2. No work will be undertaken on Sunday and holidays except with prior arrangements.

**4. Duration of contract.**

The contract shall initially be valid for a period of one year and be extendable for further periods depending on satisfactory service and mutual consent.

**5. Payment of charges**

All payments against annual maintenance will be made by Head Office or Region wise, Regional offices on quarterly basis after completion of period of work and the satisfactory performance report from Regional Offices/Branches.

**6. Termination**

Bank may terminate the contract by giving 15 days notice in which case maintenance charges payable shall be proportionately reduced for the remaining period and Bank will be obliged to pay only for actual period for which the vendor has provided the maintenance service.

**7. Dispute**

Any dispute will be under jurisdiction of court at Muzaffarpur.

**8. General**

The vendor shall be required to sign an agreement with Bank as per Bank's standard format incorporating various terms and conditions. Application received without EMD and after prescribed time & date will not be entertained.

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**GENERAL & TECHNICAL INFORMATION**  
**PART – I**  
**TECHNICAL BID (Company Profile)**

SN	PARTICULARS OF THE COMPANY	
01	Name of the Company	
02	Full Address	
03	Telephone & Mobile No.	
04	Fax No.	
05	E-mail Address	
06	Constitution of the firm (whether Proprietary/Partnership/Pvt.Ltd)	
07	Name of the Proprietor/Partner/Managing Director	
08	Year of Establishment	
09	Registration with the Registrar of Co.	
10	Name(s) of Contact Person (s) with address	
11	Registration with Tax Authority a. PAN No. b. GST No.  Attach latest IT Return filed copy & ST Return filed copy.	
12	Furnish copies of audited Balance Sheet and Profit & Loss Account for the last 3 years.	
13	Name & address of the Banker, Nature of facilities availed (if any) (Attach Banker's opinion letter on the conduct of the account.	
14	Whether an empanelled vendor for RBI/SBI/Nationalized Banks	
II.	<b>DETAILS OF REGISTRATION WITH OTHER BANKS</b>	
1.	Name of the Bank	
2.	Total No. Systems maintained/being maintained.	
3.	Since when empanelled	

TURNOVER DURING THE LAST THREE YEARS		
Sl.	Year	Amount (Rs.)
1.	2017-2018	
2.	2018-2019	
3.	2019-2020	

[illegible]



Place ::

Date ::

AUTHORISED SIGNATORY

**FINANCIAL BID**

**MAINTENANCE OF BURGLAR ALARM SYSTEM WITH PANNEL.**

SN	PARTICULARS	Annual maintenance charge per Branch
01	(Model-I) Maintenance of Burglar Alarm Systems, with all Spare & Pannel. (Including replacement of parts)	
02	(Model-II) Without parts	

Spare rate chart with make must be attached (Annexure attached)

The AMC will be inclusive of transportation/installation, etc and excluding GST.

Date :

Signature of authorized person

Place ::

Name \_\_\_\_\_

Company's seal \_\_\_\_\_