

Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2526 9719/2527 9831

Ref: CO/ITD/2543/R1/2020-21

16.04.2020

Dear Sir / Madam,

Sub: Request for Quotation for finalizing Rate Contract for Supply & Installation of LAN Cabling materials.

The Bank is proposing to short list the vendors for providing LAN Cabling for our Branches. It is also proposed to fix per unit rate of the materials to be used for LAN cabling.

Bank invites quotation from interested eligible bidders. The bidders desirous of taking up the project for providing above service to INDIAN BANK are invited to submit their technical and commercial proposal in response to this RFP, as per the following procedure.

Please note that your quotation is subject to and governed by the "terms, conditions, various clauses, including terms of payment mentioned in Part-I of this RFP".

Last Date for Seeking Clarification/Queries through email:

The bidders are requested to submit any queries/clarifications to the Bank on or before 24.04.2020 to the following mail ids.

skkarna55966@indianbank.co.in
shiju.kk@indianbank.co.in
PRATHIBHA.V@indianbank.co.in

The text of the questions raised (without identifying the source of enquiry) and the responses given, together with amendment to the bid document, if any, will be ported in website- <https://indianbank.in/tenders> and informed vide mail to the bidders who have raised queries.

Cost of bid document:

The bidder shall submit the bid along with a Demand Draft in favour of Indian Bank payable at Chennai for Rs.2,000/- (non-refundable) towards the cost of bid document. In case any probable bidder wants to participate in the pre-bid meeting to be held on the date specified in this bid, they should register themselves with the Bank by sending the cost of bid document ie. Rs.2,000/- (non-refundable) by way of Demand Draft in favour of Indian Bank payable at Chennai.

NSIC registered bidders and Micro & Small Enterprises (MSEs) are exempted from payment of cost of bid document. Such bidders should submit the copy of registration certificate (NSIC certificate/ Udyog Aadhar Memorandum) and other document as proof which should be valid for the current period.

Bids submitted without cost of Bid Document is liable for rejection.

Eligibility Criteria:

The eligibility criteria for the bidder are given below.

1. The Bidder should be Limited Company and should be in existence in India for the last 3 years (as on 31.03.2020).



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2. The Bidder should be a Positive Net worth/ Net Profit earning Organization in the last three audited Annual Financial Statements of the bidder (2018-19, 2017-18, 2016-17).
3. The annual turnover should be Rs.50.00 lakhs or above in the last three audited Annual Financial Statements of the bidder (2018-19, 2017-18, 2016-17).
4. The Bidder should have implemented LAN cabling for Banks / Financial Institutions / Govt. Organizations / Leading Corporates in India, at least during the last two financial years (2019-20 and 2018-19) (Copy of Proof in the form of Purchase Order or Satisfactory implementation certificate to be submitted).
5. The Bidder should have a Branch/Office in Chennai and atleast one of the following three Metropolitan Cities
 - a. Mumbai
 - b. New Delhi and
 - c. Kolkata(Copy of latest Telephone bill / Lease Agreement / Insurance Policy should be submitted).
6. The Bidder should not have been blacklisted by any Government Dept / PSU / Banks currently. (Self-declaration to be submitted as per the format provided in Annexure I)

Procedure for submission of proposal:

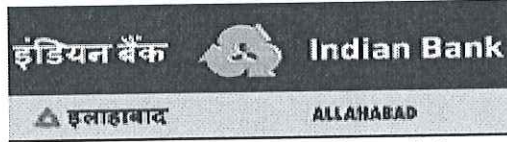
The quote shall be submitted in two parts (Part-I & Part-II) sealed in separate envelopes and both the envelopes should be kept in one sealed envelope. All the envelopes should bear the name of the company. The outer envelope should be marked "**Request for Quotation for finalizing Rate Contract for Supply & Installation of LAN Cabling materials**, due on or before **19/05/2020 at 03.00 P.M.**" addressed to,

THE CHIEF MANAGER
EXPENDITURE DEPARTMENT,
CORPORATE OFFICE, INDIAN BANK
254-260 Avvai Shanmugham Salai
ROYAPETTAH, CHENNAI 600 014.

and dropped in the box provided at the above address, **after noting down in the register meant for the purpose and duly authenticated by the official concerned/sent by post**, so as to reach him within the time stipulated as above (i.e. **3.00 P.M. on 19/05/2020**). Part-I of the quotes received will be opened on **19/05/2020 at 03.30 P.M.** You may send your representative to participate in the opening process.

- 1) Part-I contains Undertaking Letter/Compliance details which should be submitted along with the required Annexure. Non-compliance of the above will be liable for rejection. "**Request for Quotation for finalizing Rate Contract for Supply & Installation of LAN Cabling materials** due on or before **19/05/2020 at 03.00 P.M.**"





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Part-II shall indicate the unit price (amount only) inclusive of duties, levies, freight, Insurance, Delivery, Installation charges and Labour charges but exclusive of taxes. Part-II form should be duly filled in, signed and kept in a separate envelope marked Part II - Price Schedule - **"Request for Quotation for finalizing rate contract for LAN Cabling materials - Due on or before 19/05/2020 at 03.00 p.m."**.

- 2) In respect of quotation for LAN Cabling items, the pricing should be given for all four Makes (AMP, DLink, Molex and Systimax).
- 3) Both Part-I and Part-II are to be submitted in original, duly signed by the authorised signatory under the seal of the company in every page. No column shall be left blank. Any correction should be authenticated by the same signatory under his / her full signature. If false information is furnished and/or if there is any deviation or non-compliance of the stipulated terms and conditions, the quote will be liable to be rejected without any reference. The price quoted should be unconditional.
- 4) The equipments offered should meet all the specifications as stipulated.

Evaluation Criteria:

General evaluation:

1. The Bank (Purchaser) will examine the quote to determine whether they are complete, whether the documents have been properly signed and whether the quote is generally in order.
2. The Bank (Purchaser) may waive any minor informality, non-conformity, or irregularity in a quote which does not constitute a material deviation.
3. Prior to the detailed evaluation, the Bank (Purchaser) will determine the substantial responsiveness of quotation document. For purposes of these Clauses, a substantially responsive quote is one which conforms to all the terms and conditions of the quote Documents without material deviations.

Commercial evaluation:

The Bank will open Part II (Commercial) of the quote after evaluation of Part I after giving due notice to the technically qualified bidders. The vendors who accept the item wise L1 price for all the items will be shortlisted for providing the cabling work. The L1 prices will be the final rates.

The calling for quote does not confer any right on the bidder for being awarded any work order in respect of LAN cabling for Branches / Offices.

No column shall be left blank or altered. This form shall be sent in a separate envelope marked "Price Schedule - Quote for LAN Cabling - Due on or before 19/05/2020 at 03.00 p.m."



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Time Frame for Completion of Project:

- a) **Delivery:** Supply of material and LAN cabling should be completed within three week from the date of purchase order.

Place of Delivery: Will be informed at the time of placing order by the respective offices (Head Office/Bank's Zonal Offices at various locations in India).

b) Liquidated Damages

If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Bank shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of the Invoice price of the Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 10%. If the equipments are not delivered in time, the Bank may consider termination of the contract. The date of delivery of last item to a location will be taken as the date of delivery for entire set of system to that location, for the purpose of calculation of Liquidated Damages. For delivery/installation, the Liquidated Damages will be calculated on Invoice Value of each set of systems to a location.

c) Packing

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

d) Delivery and Documents

Supply of material and LAN cabling should be completed within three week from the date of purchase order. Road permits will not be given / arranged by the Bank. The supplier has to make his own arrangements to deliver the items at the destinations.

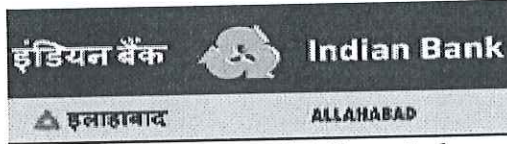
The details of shipping and / or other documents are to be furnished by the Supplier are as follows.

- Copy of the Supplier Invoice showing contract number, goods, description, Quantity, unit price, total amount;
- Delivery Note, Railway Receipt or acknowledgement of receipt of goods from the Consignee duly counter signed by the Bank's Representative;

Bank's right to accept or reject any bid or all bids or rate contract

Bank enforces the right to accept or reject any bid, and to annul the bidding process and reject any/all bid/s at any time prior to award of Contract.

If the service provided by the vendor is found unsatisfactory or if at any time during the period of contract it is found that the information provided for the contract or any claim is



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false or if irregularities shown by the vendor for applying for the contract, the Bank shall reserve the right to cancel the contract and remove such vendors from rate contract without giving any notice to the vendor.

Payment terms:

- 60% on submission of invoice along with proof of delivery.
- 40% on completion of installation, testing and certification on submission of invoice supported by installation report (Annexure-III).
- Payment will be made for the actual quantities of the material being used. Cost incurred due to any increase/decrease in the quantities of LAN Cabling materials in comparison with the estimation of the Successful bidder will be adjusted accordingly during the payment of 40% on completion of installation.

Jurisdiction:

Any dispute arising out of this order will be under the jurisdiction of Courts of law in Chennai.

Period of Validity of Bids:

Bid shall remain valid for the period of 90 days after the last date for submission of bid prescribed. A bid valid for a shorter period shall be rejected by the Bank as non-responsive. Bank may seek extension of bid validity, if required.

Termination for Convenience:

The Bank, by 30 days written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Bank's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Bank at the Contract terms and prices. For the remaining Goods, the Bank may elect:

- to have any portion completed and delivered at the Contract terms and prices; and / or
- to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

Termination for Default:

The Bank, without prejudice to any other remedy for breach of contract, by 7 days written notice of default sent to the Supplier, may terminate this Contract in whole or in part :



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- a. if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Bank;
or
b. if the Supplier fails to perform any other obligation(s) under the Contract.
c. If the Supplier, in the judgement of the Bank has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

"corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and

"fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Bank, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Bank of the benefits of free and open competition.

In the event the Bank terminates the Contract in whole or in part, the Bank may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Bank for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

Force Majeure:

1. The Supplier shall not be liable for forfeiture of its liquidated damages, 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.
2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Bank in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
3. If a Force Majeure situation arises, the Supplier shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Confidentiality:

The Supplier either during the term or after the expiration of this contract shall not disclose any proprietary or confidential information relating to the project, the services, this contract, or the business or operations without the prior written consent of the Bank.





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Settlement of Disputes:

- a. If any dispute or difference of any kind whatsoever shall arise between the Bank and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such disputes or difference by mutual consultation.
- b. If after 30 days the parties have failed to resolve their disputes or difference by such mutual consultation, then either the Bank or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- c. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the goods under the contract.

Arbitration proceedings shall be conducted in accordance with the following rules of procedure.

The dispute resolution mechanism to be applied shall be as follows:

- (a) In case of dispute or difference arising between the Bank and a domestic Supplier relating to any matter arising out of or connected with this agreement, such dispute or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The arbitral tribunal shall consist of 3 arbitrators one each to be appointed by the Bank and the Supplier; the third Arbitrator shall be chosen by the two Arbitrators so appointed by the Parties and shall act as Presiding Arbitrator. In case of failure of the two arbitrators appointed by the parties to reach upon a consensus within a period of 30 days from the appointment of the presiding Arbitrator, the Presiding Arbitrator shall be appointed by the Indian Banks' Association, India which shall be final and binding on the parties.
- (b) If one of the parties fails to appoint its arbitrator within 30 days after receipt of the notice of the appointment of its Arbitrator by the other party, then the Indian Banks' Association, both in cases of the Foreign Supplier as well as Indian Supplier, shall appoint the Arbitrator. A certified copy of the order of the Indian Banks' Association making such an appointment shall be furnished to each of the parties.
- (c) Arbitration proceedings shall be held at Chennai, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- (d) The decision of the majority of arbitrators shall be final and binding upon both parties. The cost and expenses of Arbitration proceedings will be paid as determined by the Arbitral Tribunal. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings as also the fees and expenses paid to the arbitrator appointed by such party or on its behalf shall be borne by each party itself.
- (e) Where the value of the contract is Rs. 10 million and below, the disputes or differences arising shall be referred to the Sole Arbitrator. The Sole Arbitrator shall be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Banks' Association.



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- (f) Notwithstanding any reference to arbitration herein,
- the parties shall continue to perform their respective obligation under the contract unless they otherwise agree; and
 - the Bank shall pay the supplier any monies due to the supplier.

Submitting to arbitration may be considered as an additional remedy and it does not preclude Parties to seek redressal/other legal recourse.

Patent Rights:

The Supplier shall indemnify the Bank against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods or any part thereof.

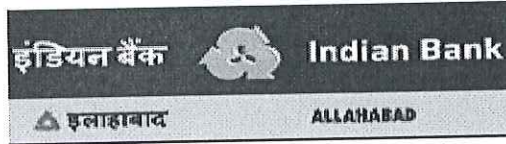
Authorization Letter from OEM:

The bidder has to obtain and submit Authorization letter from Original Equipment Manufacturer (OEM) as per Annexure-II of the RFP. If bidder is OEM and they quote their own product, then MAF (Manufacturer's Authorization Form) need not be submitted.

Other Terms and Conditions:

- On placement of order, the LAN Cabling should be completed within 3 weeks from the date of order.
- This RFQ is further governed by Government of India, Ministry of Commerce and Industry, Department of Industrial Policy and Promotion order number P-45021/2/2017-B.E.-II dated 15th June 2017 for the Public Procurement (Preference to Make in India), Order 2017.
- The unit rate quoted by the bidder should include Free Replacement Warranty for LAN cabling materials for a period of 12 months.
- Bank reserves the right to accept or reject any/all quotation/s at its sole discretion without assigning any reason therefore.
- The rate contract fixed will be valid for a period of one year from the date of rate contract order issued. If agreed by both the Bank and the vendor/s, the same shall be extended for further period of one year.
- The Bidder should furnish the addresses / phone numbers / e-mail ids of their branches offices / service centers along with quote.
- Bank reserves the right to negotiate with the L1 prices, under exceptional circumstances.
- The list of bidders who agree to match item wise L-1 rate for all items will be finalized.





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9. This RFQ is for finalizing rate contract. The price fixed for the items will be valid for one year.
10. The items as indicated for purchase from time to time for a period of one year from the date of Rate Contract order will be procured by Corporate Office / Zonal Offices of the Bank for its respective offices/ departments/ branches. For this purpose, Corporate Office or concerned Zonal Office etc. of the Bank will place orders directly on the short listed vendor/s at the agreed prices of Rate Contract. The respective offices will be responsible for making the payments for the goods supplied or services rendered.
11. The LAN cabling to be implemented without any damage to the present infrastructure.
12. Office furniture including tables, almirahs, filing cabinets etc. to be shifted with your own labour and keep the same back again in original positions after completing the work during execution and the premises should be kept neat and clean after work without any additional cost to the bank.
13. Corporate Office or concerned Zonal Office will place order directly with the short listed vendor/s as and when requirement arises.
14. Along with the bid, the bidder has to provide their GSTN Number.
15. The calling for quote does not confer any right on the bidder for being awarded any rate contract order for Branches / Offices.
16. Either OEM or authorized Agents (SI) on behalf of OEM can bid in tender but not both.



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Date:

PART-I

Quote for LAN Cabling Items

Chief Manager
 Indian Bank
 CO: Expenditure Department
 254-260, Avvai Shanmugam Salai,
 Royapettah
 Chennai 600 014

Dear Sir,

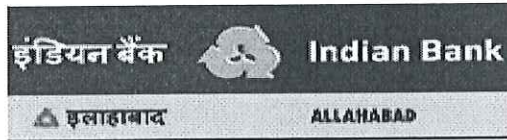
Sub: Request for Quotation for finalizing Rate Contract for Supply & Installation of LAN Cabling materials.

Ref: CO/ITD/2543/R1/2020-21 dated 16.04.2020.

Referring to your above letter calling for quotation, we submit the compliance details of the Eligibility Criteria and other terms and conditions given below.

S.No.	Particulars	Complied (Yes/No)
01	The Bidder should be Limited Company and should be in existence in India for the last 3 years (as on 31.03.2020).	
02	The Bidder should be a Positive Net worth/ Net Profit earning Organization in the last three audited Annual Financial Statements of the bidder (2018-19, 2017-18, 2016-17).	
03	The annual turnover should be Rs.50.00 lakhs or above in the last three audited Annual Financial Statements of the bidder (2018-19, 2017-18, 2016-17).	
04	The Bidder should have implemented LAN cabling for Banks/ Financial Institutions / Govt. Organizations / Leading Corporates in India at least during the last two financial years (2018-19 and 2019-20) (Copy of Proof in the form of Purchase Order or Satisfactory implementation certificate to be submitted).	
05	The Bidder should have a Branch/Office in Chennai and atleast one of the following three Metropolitan Cities a. Mumbai b. New Delhi and c. Kolkata (Copy of latest Telephone bill / Lease Agreement / Insurance Policy should be submitted)	
06	The Bidder should not have been blacklisted by any Government Dept / PSU / Banks currently.	





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List of deviations from the required qualifications:

- 1)
- 2)

We agree to the terms and conditions of this tender. We confirm that we comply with the eligibility criteria of the project.

For

Office Seal

(Authorised Signatory)

Place:
Date:

Name:
Designation:
Mobile No:
Company Name:
Business Address:
Telephone No:
(at Chennai)
E-mail ID:



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PART-II

Commercial Quote

Date:

Chief Manager
Indian Bank
CO: Expenditure Department
254-260, Avvai Shanmugam Salai
Royapettah
Chennai 600 014.

Dear Sir,

Sub: Request for Quotation for finalizing Rate Contract for Supply & Installation of LAN Cabling materials.

Ref: CO/ITD/2543/R1/2020-21 dated 16.04.2020.

Referring to your above letter calling for quotations, we submit hereunder the price bid for LAN Cabling as per the specifications and complying with other Terms and Conditions given in the tender.

QUOTATION FOR LAN CABLING FOR INDIAN BANK'S VARIOUS BRANCHES/OFFICES:

In respect to the below quotation for LAN Cabling items, the pricing should be given for all four Makes (AMP, DLink, Molex and Systimax)

S. No.	Description	Rate per unit inclusive of duties, levies, freight, Insurance, Delivery, Installation charges, Labour charges but exclusive of taxes. (Rs.)			
		AMP	DLink	Molex	Systimax
	Make				
1.	I/O with SMB				
2.	Wall Mount Socket per number for Single Port Face Plate loaded with I/O and back box (CAT 6) – 1 Port				
3.	Wall Mount Socket per number for Dual Port Face Plate loaded with 2 I/Os (CAT6) – 2 Port				
	Wall Mount Socket per number for Quad Port Face Plate loaded with 4 I/Os and back box (CAT6) – 4 Port				
4.	Patch panel – 24 ports (CAT 6)				
5.	Patch Cord - 1 Metre (CAT6)				
6.	Patch Cord - 2 Metres (CAT 6)				
7.	RJ 45 plugs per number (CAT 6)				



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8.	1.5 Metres RJ45 Fly lead per No(CAT 6)				
9.	5 Metres RJ45 Fly lead per No (CAT 6)				
S. No.	Description	Rate per unit inclusive of duties, levies, freight, Insurance, Delivery, Installation charges, Labour charges but exclusive of taxes. (Rs.)			
10.	UTP cable (CAT 6) per metre				
11.	PVC channels (flat) - 1.5mm & above				
	1" size per metre				
	2" size per metre				
	4" size per metre				
12.	PVC pipe - 1.8mm & above				
	1" size per metre				
	2" size per metre				
13.	Aluminum floor channel (100 cm x 10 cm x 2.5 cm) or (39" x 4" x 1")				
14.	Floor cutting (100 cm x 10 cm x 2.5 cm) or (39" x 4" x 1")				
15.	9 U, 19", 450mmD amp X 600mm, closed Wall Mount MS 18/20 SWG powder coated rack with glass door opening in front with power panel, cable manager & lock and key. Power strip with 6 outlets compatible for both 15 Amp and 5 Amp. The power strip should have switch for each power outlet (Plug point).				
16.	Charges for verification and certification of work done by other vendors (flat amount per site) a) Local sites(where the vendor has office / branch / service centre) b) Outstation sites.				
17.	Certification & scanner report charges per LAN point(Layout Diagram to be provided without any additional charge) (Branches shall ensure to deduct the length of the cable connecting the scanner and the remote scanner)				
18.	Parking charges per day (not applicable in places where the vendor has office / branch / service centre)				



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DECLARATION:

We certify that the LAN Cabling (materials and installation), we offer for the tender conforms to the specifications stipulated by you with the following deviations (deviations, if any).

List of Deviations:

- 1)
- 2)
- 3)

(If left blank, it will be construed that there is no deviation from the specifications given above)

DELIVERY SCHEDULE:

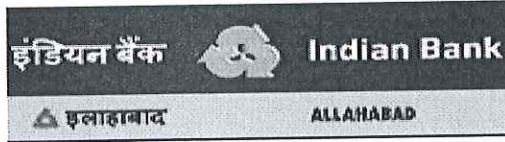
On placement of order, the LAN Cabling will be completed within 3 weeks from the date of order.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Company Name:





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ANNEXURE - I

SELF DECLARATION – BLACKLISTING

Assistant General Manager
Indian Bank
Head Office
Information Technology Department
66, Rajaji Salai,
Chennai 600 001

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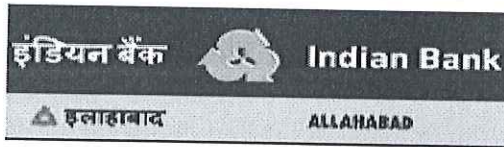
Ref: RFQ No. CO/ITD/2543/R1/2020-21 dated 16.04.2020

We hereby certify that, we have not been blacklisted by any Government Dept / PSU / Banks currently.

Signature of Authorized Official

Name and Designation with Office Seal





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ANNEXURE - II

MANUFACTURER'S AUTHORIZATION FORM

No. _____

Dated _____

To
Indian Bank
Corporate Office,
Chennai.

Dear Sir:

Bid Ref. No. _____

We _____ who are established and reputable manufacturers of _____ (name & descriptions of products offered) having production facilities at _____ (address of production unit) do hereby authorize M/s _____ (Name and address of Agent) to submit a quote and sign the contract with you against the RFQ Ref. No: _____ for the product manufactured by us.

We hereby extend our full warranty for the product offered for supply by the above company against this RFQ and duly authorise said company to act on our behalf in fulfilling all installation, technical support and maintenance obligations required by the Contract.

Yours faithfully,

(Name)

Note: This letter of authority should be on the letterhead of the OEM and should be signed by a person competent.



Ref: CO/ITD/2543/R1/2020-21

16.04.2020

ANNEXURE – III

**PROFORMA OF INSTALLATION CERTIFICATE FOR ISSUE BY THE
OFFICES AFTER SUCCESSFUL COMMISSIONING OF
EQUIPMENT**

Date:

Sub: Certificate of commissioning of equipment

1. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para No. 2) and a set of spares in accordance with the Contract/Specifications. The same has been installed and commissioned.

- (a) Contract No. _____ dated _____
 (b) Description of the equipment _____
 (c) Quantity _____
 (d) Date of delivery _____
 (e) Date of commissioning and proving test _____

2. Details of accessories/spares not yet supplied and recoveries to be made on that account:
S.No. Description Amount to be recovered

3. The proving test has been done to our entire satisfaction and operators have been trained as per contract terms
 4. The supplier has fulfilled its contractual obligations satisfactorily* or
 The supplier has failed to fulfil its contractual obligations with regard to the

following:

(a)

(b)

Signature _____

Name _____

Designation with stamp _____

* Explanatory notes for filling up the certificates:

- (a) They have adhered to the time schedule specified in the contract in despatching the documents/drawings pursuant to Technical Specifications.
 (b) They have supervised the commissioning of the equipment in time i.e. within the period specified in the contract from the date of intimation by the Purchaser in respect of the installation of the system.
 (c) In the event of documents/drawings having not been supplied or installation and commissioning of the equipment have been delayed on account of the supplier, the extent of delay should always be mentioned.



