

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017



CO/ITD/PG/768/R1/2017-18 dated 08/09/2017

Request for Quotation

for

**Rate Contract for supply, installation and maintenance of
Computer related items**

Last Date for Submission of bid: 04/10/2017 (03.00 PM)

**Indian Bank
Information Technology Department
Head Office,
66, Rajaji Salai,
Chennai - 600 001**



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Introduction: Indian Bank is a premier Nationalised Bank with over 2680 Branches and having a business of above Rs. 3,00,000 Crores. The Bank had been a forerunner in absorption of technology and has many first to its credit in implementation of IT in banking. The Bank has overseas presence through Branches in Singapore, Colombo & Jaffna and has reciprocal arrangements with various Foreign Banks across the globe. Core Banking Solution has been implemented in all the Branches.

Bank has introduced Debit Cards, Credit Cards and Exclusive Credit Card "Bharat Card" for common man – first of its kind in the Banking industry. Banking services are offered through Multiple Delivery Channels like ATM, Internet Banking, Tele-banking, Mobile Banking, Cash Recyclers (BNA), Passbook kiosk etc. Bank is also partnering various e-governance initiatives of Govt. of India and State Governments. The organizational structure of the Bank consists of three tiers i.e. Corporate Office (CO), Zonal Offices (ZO) and Branches. The bank is having a customer base of over 450 lakhs and volume of transactions to the tune of 60 lakhs per day with peak transactions up to 80 lakhs.

The prospective bidder is required to adhere to the terms of this RFQ document and any deviations to the same shall not to be acceptable to Indian Bank. The criteria and the actual process of evaluation of the responses to this RFQ and subsequent selection of the successful bidder will be entirely at Bank's discretion. Sealed offers / Bids (Bid) prepared in accordance with this RFP should be submitted as per details given below:

Tender Reference	CO/ITD/PG/768/R1/2017-18
Date of RFP	08/09/2017
Fees for RFP Document (non-refundable)	Rs.5,000/- (Rupees Five Thousand only).
Earnest Money Deposit	Rs. 10,00,000/- (Rupees Ten lakhs only)
Date, Time and Venue of Pre-bid meeting	13/09/2017 at 11.30 Hrs at IT Department, Indian Bank, Head Office, 2 nd Floor, 66, Rajaji Salai, Chennai - 600 001
Last Date, Time and Place for receipts of tender offers	04/10/2017 latest by 15.00 Hrs at Expenditure Department, Indian Bank, Corporate Office, 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600014
Date, Time and Place of Technical Bid Opening	04/10/2017 at 16.00 Hrs at Indian Bank Corporate Office, 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600014
Opening of Price Bid	Will be informed subsequently to technically qualified bidders.
Address for Communication	Asst. General Manager (ITD), IT Department, Indian Bank, Head Office, 2 nd Floor, 66, Rajaji Salai, Chennai - 600 001
Contact Telephone Numbers	044-25269719, 044-25279828
Email Id:	rnsahoo@indianbank.co.in krishna.cp@indianbank.co.in
Website:	www.indianbank.in



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Invitation for Bids

The Bank is proposing to finalize Rate contract for supply, installation and maintenance of computer hardware items Passbook printers, Laser printers, Dot matrix printers, Scanners, PCs, Laptops and Servers. The estimated tentative requirement of these items is given below.

S.No	Item	Approximate Quantity
1	PC with i5 Processor	500
2	PC with i3 Processor	700
3	Laptop with i5 Processor	100
4	Laptop with i3 Processor	125
5	All in One PC	50
6	Server	200
7	136 Col Dot matrix printer	500
8	80 Col Dot matrix printer	600
9	Passbook printer	1100
10	Legal size Laser printer	600
11	Flatbed Scanner	300

The above requirements are indicative and may vary as per actual needs.

In this regard, interested eligible bidders whose hardware items mentioned supra matches with the specifications herein may please submit quotation 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, delivery, training, warranty, AMC, taxes etc. and conditions governing the repairs and maintenance during the warranty / AMC period, mentioned in this RFQ".

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 "**Rate Contract for supply, installation and maintenance of computer related items**", due on or before **04.10.2017** 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 them within the time stipulated as above (**i.e. 3.00 P.M. on 04.10.2017**). Part-I of the quotes received will be opened on **04.10.2017 at 04.00 P.M.** Interested bidders may send their representative to participate in the opening process.

1) Part-I contains Undertaking Letter/Compliance details which should be submitted along



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with the required Annexures. Technical brochure for the model No. quoted should be enclosed with the quote. The items, which meet the specifications, should alone be quoted. No column shall be left blank. Part-I form enclosed to this letter should be duly filled, signed and kept along with other documents in a separate envelope marked as **"Rate Contract for supply, installation and maintenance of computer related items due on or before 04.10.2017 at 03.00 P.M."** Non-compliance of the above will make the bid liable for rejection.

Part-II shall indicate the unit price (amount only) inclusive of duties, levies, freight, Insurance, Delivery, Installation charges and Labour charges, warranty, AMC etc but exclusive of taxes. Octroi / entry tax, if applicable, will be reimbursed on production of original receipt. Road permit will not be arranged by the Bank.

Part-II form should be duly filled in, signed and kept in a separate envelope. In case the bidder quotes for multiple items, separate Part-II to be filled for each item and should be kept in separate envelopes. The name of the item should be specified in the envelope marked as **Part II - Price Schedule - "Rate Contract for supply, installation and maintenance of computer related items (Name of the item) - Due on or before 04.10.2017 at 03.00 P.M"**. All the Part-II envelopes and Part -I envelope should be kept in one sealed envelope.

- 2) 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 (copy of Power of Attorney should be attached). 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. Quotes offering a higher configuration will not attract any special consideration in deciding the vendor.
- 3) The equipments offered i.e. hardware items stipulated above should meet all the specifications as stipulated.

4) Pre-bid Meeting

- a) A pre-bid meeting is scheduled to be held at the following address at **11.30 hours** IST on **13/09/2017**. Bidder's designated representatives (maximum two persons) may attend the pre-bid meeting.

**Indian Bank,
Head Office, Information Technology Department
66, Rajaji Salai
Chennai – 600 001.**

- b) In case the 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 i.e. Rs. 5,000/- (Rupees Five Thousand) (Non-refundable)** by way of Demand Draft in favour of Indian Bank payable at Chennai. Only those Bidders or their Representatives (Maximum 2 persons) who have registered with the Bank will be allowed to participate in the pre-bid meeting. Such Bidders who have submitted DD for attending pre bid meeting are not required to submit the DD for cost of Bid Document along with technical bid (Part I).



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c) The purpose of the meeting will be to clarify the doubts raised by the probable bidders.

The bidder is requested to submit any queries/clarifications to the Bank at least two days before the date of meeting to the following mail ids.

rnsahoo@indianbank.co.in
krishna.cp@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 our web site after the date of pre-bid meeting and informed to the bidders who have raised queries vide email.

5) Eligibility Criteria

The bidder must satisfy the following eligibility criteria and should submit the required proof.

The bidder may give technical compliance for one or more items (in a single bid itself), however separate relevant commercial bid to be filled and Purchase order copies as per eligibility criteria for the same items should be provided.

- The Bidder should be a limited company and should be in existence in India for the last 5 years as on 30.06.2017.
- The bidder should be OEM / authorized reseller for the items quoted for (Proof to be submitted). Either OEM or authorized resellers (SI) on behalf of OEM can bid in a tender but not both.
- The Bidder should be having Positive Net Worth in the following three financial years of the bidder 2014-15, 2015-16, 2016-17.
- The annual turnover should be Rs.50.00 crores or above in each of the following three financial years of the bidder 2014-15, 2015-16, 2016-17.
- The Bidder should have supplied minimum of the below mentioned quantity for each items in each of the last three financial years (or cumulative quantity) to Banks / Financial Institutions / Leading Corporates / PSUs / Government Organizations in India. Copy of Purchase orders issued by Banks / Financial Institutions / Leading Corporates / PSUs & Government Organizations should be submitted along with Technical Bid.

S.No.	Item (Any Make)	Minimum Quantity Supplied		
		2016-17	2015-16	2014-15
1	PC	1000	1000	1000
2	Laptop	200	200	200
3	Server	50	50	50
4	136 Col Dot matrix printer	100	100	100
5	80 Col Dot matrix printer	100	100	100
6	Passbook printer	100	100	100
7	Laser printer	100	100	100
8	Flatbed Scanner	100	100	100



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- f. The Bidder should not have been blacklisted by any Government Dept/PSU/Banks currently.
- g. The Bidder/OEM should have Branches in Chennai, Delhi, Kolkata and Mumbai. Further, Bidder/OEM should have Branches / Service Centre Facilities / Franchises / Resident engineers in any of 25 places tabulated below. In case of franchises, copy of contract between the bidder and franchise should be attached in addition to proof of address. For Resident engineers, identity proof and address proof for the location should be submitted.

Ahmedabad	Amaravathi (AP)	Bangalore	Bardhaman	Bhopal
Bhubaneswar	Chandigarh	Coimbatore	Cuddalore	Dharmapuri
Ernakulam	Ghaziabad	Guwahati	Hubli	Hyderabad
Jaipur	Kancheepuram	Karim nagar	Karnal	Kumbakonam
Lucknow	Ludhiana	Madurai	Patna	Pondicherry
Pune	Salem	Surat	Trivandrum	Tirunelveli
Tirupati	Tiruvannamalai	Trichy	Vellore	Vijayawada
Visakhapatnam				

Also, undertaking letter from OEM for providing support in such places where bidders don't have above arrangement should be provided.

7) Warranty & AMC

The items installed should be under a comprehensive onsite warranty for 36 months from the date of installation or for forty two (42) months after the date of receipt of shipment at the destination, whichever period concludes earlier. Onsite Comprehensive AMC has to be renewed for subsequent 2 years after warranty.

If any equipment supplied by the Bidder ceases to work during normal usage while in Warranty, the bidder has to replace the equipment at no cost to the Bank.

AMC will be payable half yearly in advance and will be made by the respective Offices who have placed purchase orders.

8) Bid Security (Earnest Money Deposit) and cost Of Bid Document

- The Bidder should furnish, a bid security in the form of a bank guarantee issued by a scheduled commercial Bank or Foreign Bank located in India other than Indian Bank for a sum of **Rs.10,00,000/- (Rupees Ten Lakhs only)** and valid for 135 days from the last date for submission of Bid, in the format specified in the bid document (Annexure-III) along with Part-I. Bank may seek extension of Bank Guarantee, if required.
- Cost of Bid Document **Rs. 5,000/- (Rupees Five Thousand only)** along with technical bid to be submitted in the form of DD favouring Indian Bank, payable at Chennai, if not participated in the pre-bid meeting.
- NSIC registered bidders are exempted from submitting the cost of bid document and bid security. Such bidders should submit the copy of registration certificate and other document as proof which should be valid for the current period.



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II a) General evaluation

1. The Bank will examine the quote to determine whether it is complete, whether the documents have been properly signed and whether the quote is generally in order.
2. The Bank 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 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 quoted documents without material deviations.
4. Bank may seek clarifications at the time of evaluation.

b) Technical evaluation

The Hardware and Software offered should meet all the technical specifications as stipulated in the quote (Part I).

c) Commercial evaluation

1. The Bank will open Part II (Commercial) of the quote after evaluation of Part I after giving due notice to the technically qualified bidders.
2. The calling for quote does not confer any right on the bidder for being awarded any purchase order.
3. No column shall be left blank or altered. Part-II form should be duly filled in, signed and kept in a separate envelope. In case the bidder quotes for multiple items, separate Part-II to be filled for each item and should be kept in separate envelopes. The name of the item should be specified in the envelope marked as **Part II - Price Schedule - "Rate Contract for supply, installation and maintenance of computer related items (Name of the item) - Due on or before 04.10.2017 at 03.00 P.M"**. All the Part-II envelopes and Part -I envelope should be kept in one sealed envelope.

III. Procurement of items

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 Head Office / Zonal Offices of the Bank for its respective offices/ departments/ branches. For this purpose, Head 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.

Bank shall arrive Lowest rate/s and L1 bidder/s for each of the items which qualifies the specification provided. L2 and L3 bidders may be given opportunity to match with the L1 prices within a week's time. The bidders who agree to match L-1 rate in each quoted category will be shortlisted and Rate contract order will be issued to bidders who will accept L1 rates.

Corporate Office or concerned Zonal Office will place order directly with the short listed vendor/s as and when requirement arises.



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IV. TIME FRAME FOR COMPLETION OF PROJECT

- a) Delivery:** Delivery of the equipments within five weeks from the date of purchase order and installation to be completed within one week from the date of delivery of the equipments. In respect of road permit locations, additional one week for delivery shall be given.

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

Delivery of the goods shall be made by the Supplier within five weeks 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.

- i. Copy of the Supplier Invoice showing contract number, goods, description, Quantity, unit price, total amount;
- ii. Delivery Note, Railway Receipt or acknowledgement of receipt of goods from the Consignee duly counter signed by the Bank's Representative;
- iii. Original/Copy of Transit Insurance Policy and Original of Storage cum erection policy;
- iv. Manufacturer's / Supplier's Warranty Certificate;
- v. Inspection Certificate issued by the Bank's Representative, if any.



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V. Training

For each component installed, the Supplier is required to train the Bank's designated personnel to enable them to operate effectively. Documentation of installation has to be provided after successful installation as per Annexure- II.

VI. 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 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.

VII. Pre-dispatch Inspection / Inspection of the Site

Post acceptance of the L-1 Quote, the Bank, if deemed fit, will inspect every vendor's site before providing any confirmed order for the Rate Contract. Further, the Bank, if deemed fit, will inspect any or all of the equipments/items to be supplied under this contract at vendor's site before shipment to respective Zonal Office/Branches of the Bank or before installation at the site, to verify that the equipments/items to be supplied under this contract shipped to Indian Bank are as per the technical specification specified in the purchase agreement.

VIII. Terms of Payment

(i) **On Delivery:** Eighty (80)% of the Purchase Order price of the delivered goods shall be paid within 15 days on submission of Invoice copy and proof of delivery duly counter signed by the Bank's representative, Original/Copy of Transit Insurance Policy & Original of Storage cum erection policy.

(ii) **On Installation:** Fifteen (15) % of the Purchase Order price of Goods received shall be paid upon installation/configuration of hardware within 15 days on submission of Installation Certificate duly counter signed by the Bank's representative.

Payment may be released, if the systems could not be installed within 3 months from the date of delivery, due to reasons attributed to Purchaser i.e. (Indian Bank) on production of Site Not Ready Certificate from the concerned Zonal Office/Branch, where the systems are delivered. In such cases, the supplier has to install the systems as and when required by the Bank, free of cost.

(iii) The remaining 5% of the Purchase Order amount will be kept by the Bank as retention money, during the warranty period and the same will be released after the warranty period after deduction of penalty if any, as per the "Penalty for downtime" stipulated.



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IX. Insurance

The goods are to be insured by Supplier with Bank's name for an amount equivalent to 110% of the invoice value for Transit. The Supplier should also insure the goods for the invoice value under Storage Cum Erection Policy till three months from the date of delivery either by a single Policy for each and every supply or by a Master Policy for the items proposed to be supplied in future. If any loss incurred by the Bank due to Insurance not taken by the Successful Bidder, then the Successful Bidder should make good the loss to the Bank.

If insurance policies for transit or storage cum erection insurance is not provided or not covering the period, from the date of delivery then 0.1% of the invoice value will be deducted from the payment for each insurance.

X. Penalty for downtime

The item that is reported to be faulty / malfunctioning should be fully repaired on the same day, if no spares are required and on the next working day, if spares are required. In case of vendor failing above standard, a standby arrangement should be provided till the machine is repaired (of equivalent or higher configuration). Public Holidays as declared at the respective centers are excluded for the above downtime calculation. In case vendor fails to meet the above standards of maintenance, penalty will be levied as follows:-

S.No	Item	Penalty Amount
1	PC	Rs. 100/- Per day*
2	Laptop	Rs. 100/- Per day*
3	All in One PC	Rs. 100/- Per day*
4	Server	Rs. 500/- Per day*
5	136 Col Dot matrix printer	Rs. 100/- Per day*
6	80 Col Dot matrix printer	Rs. 100/- Per day*
7	Passbook printer	Rs. 100/- Per day*
8	Legal size Laser printer	Rs. 100/- Per day*
9	Flatbed Scanner	Rs. 100/- Per day*

*** Day means 4 or more hours in the first day and 24 hours or part thereof every subsequent day per occasion.**

XI. Negotiation

Bank reserves the right to negotiate the L1 Price quoted by the vendors under exceptional circumstances.

XII. Indemnity Clause

If at the time of bidder/vendor supplying, installing the Hardware/Software and Support in terms of the present contract/order or subsequently it appears at any point of time that an infringement has occurred of any patents, trademarks or other rights claimed by any third party, then in respect of all costs, charges, expenses, losses and other damages which the Bank may suffer on account of such claim, the supplier shall indemnify the Bank and keep it indemnified in that behalf.



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XIII. 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.

XIV. Period of Validity of Bids

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

XV. Acceptance of Purchase Order/ Rate Contract order

Vendor has to submit the acceptance of the rate contract within 7 days from the issue of Purchase order/Rate contract Order, duly signed by the authorized signatory.

XVI. 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.



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(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.

(f) Notwithstanding any reference to arbitration herein,

- a. the parties shall continue to perform their respective obligation under the contract unless they otherwise agree; and
- b. 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.

XVII. Jurisdiction

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

XVIII. 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 :

- a. to have any portion completed and delivered at the Contract terms and prices; and / or
- b. 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,



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XIX. 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 :

- 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.

XX. 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.



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XXI. 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.

XXII. Coverage of all Banks under the EPF & MP Act 1952:

The Successful bidder has to submit attendance, salary, appointment letters etc. of all the outsourced employees for any type of services engaged either through contractors or directly. If engaged through contractors, list of all the contractors engaged for any/all services and whether the said contractors are covered independently under the EPF & MP Act 1952. The agreement of contracts with the contractors, the PF code number of the contractors, if covered, the attendance of the contract employees, the remitted PF challan with the ECR should be submitted.

XXIII. Other terms and Conditions

- 1) Bank reserves the right to accept or reject any/all quotation/s at its sole discretion without assigning any reason thereof.
- 2) Comprehensive Onsite support to be provided by vendor/OEM directly in the location of installation during Warranty period and AMC period.
- 3) Any other equipment, devices, software required to operationalise the equipment is to be provided without any financial implications.
- 4) The bidder should quote only one make and model for the item mentioned under each category. Make and Model of the items quoted should be furnished. The same quoted model needs to be supplied by the bidder. Hence bidder to ensure that the quoted model would be available for the contract period. In case the quoted model is not available at the time of supply, bidder may supply model with higher configuration after obtaining permission from the Bank.
- 5) In case of Laser printer, all parts of the Laser Printer should be covered except toner during warranty period and AMC period.
- 6) In case of Dot matrix printers, all parts of the Dot Matrix Printers (80 & 136 Col) including print head should be covered except plastic parts during warranty period and AMC period.
- 7) Vendor has to provide technical documents, brochure etc for the items quoted.
- 8) Vendor has to provide single point of support for each of the items quoted.
- 9) Documentation of installation has to be provided after successful installation.
- 10) 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.





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11) The calling for quote does not confer any right on the bidder for being awarded any rate contract order for Branches / Offices.

12) IPv6 compatibility: The equipments should be IPv6 compatible.



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08/09/2017

PART - I

Date:

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

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above Request for Quote (RFQ), we quote for the following items and submit the compliance details of the specifications for these items as given below:

S.No	Item	Yes/No	Make	Model
1	PC with i5 Processor			
2	PC with i3 Processor			
3	Laptop with i5 Processor			
4	Laptop with i3 Processor			
5	All in One PC			
6	Server			
7	136 Col Dot matrix printer			
8	80 Col Dot matrix printer			
9	Passbook printer			
10	Legal size Laser printer			
11	Flatbed Scanner			

1. Specification for i5 Processor PC

Make:		Model:
	Specification	Complied/ Not Complied
CPU Make	Intel i5-7400 7th Generation Processor 3.0 GHz or Higher. If the processor quoted is other than Intel i5-7400 7 th Generation Processor, the name of the processor to be specified and documentary proof as per SPEC CPU 2006 OR SYSMARK 2014 should be submitted to confirm that the proposed processor is rated either equal or higher than Intel i5-7400 7th Generation Processor.	
Cache	6 MB Cache or above	
DMI	8 GT/s or above	

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	Specification	Complied/ Not Complied
Motherboard & Chipset Features	Intel/AMD original OR OEM Mother Board with Latest Generation Compatible Intel/AMD Chipset. Certificate from the OEM regarding the compatibility (Documentary Proof) should be submitted.	
RAM	1X8GB DDR4 RAM @ 2133 MHz upgradable up to 16GB OR more with minimum 2 DIMM slots.	
Hard Disk	500 GB SATA III(7200 RPM) hard disk or higher capacity HITACHI/SEAGATE/WESTERN DIGITAL	
Monitor	18.5" or above TFT Monitor with TCO'06 certification (TCO '06 certificate mentioning OEM of Monitor should be produced)	
VGA	Integrated Graphics Card with 8 MB or above Video Memory	
Keyboard	104 (or above) Keys mechanical Keyboard with USB Interface	
Mouse	Two Button Optical Scroll Mouse with USB Interface	
Network Card	10/100/1000 Mbps Ethernet port on-board	
SMPS	180 watts or above. Should be capable to support fully populated and configured PC. Power cables should be supplied to suit Indian Environment.	
PCI Slots	Minimum of 1 free PCI/PCIe Series Slots after populating all required adapter.	
Cabinet	Micro ATX Cabinet	
Ports	1 serial , 1 parallel port, 1 VGA (All ports should be on board / Add on PCI Card)	
	2 USB 3.0 ports and 4 USB 2.0 ports or above ports. Atleast 2 USB ports shall be in the front side of Cabinet.	
Operating System	Microsoft Windows 10 Professional 64 bit OS needs to be installed. Recovery CD/DVD media to be supplied.	
Support	Hardware should be 64 bit	
Certification	Microsoft Windows 10 certified.	
IPV6 and IPV4	Should be IPV6 and IPV4 compatible	

Other Technical Requirements

- Make and Model of the PC should be mentioned.
- Chassis, Monitor, Keyboard and mouse to be of same colour. Vendor must furnish and affix genuine windows 10 logo on front side of CPU.
- OS need to be installed by the successful bidder. All the other necessary software (Anti Virus Software, OS Patches etc) which will be provided by bank also needs to be installed by the successful bidder.



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- Detailed Hardware Compatibility Test Report issued by Microsoft to be submitted along with tender document.
- OS needs to be installed by the successful bidder as per the requirement of the bank during warranty and AMC period without any additional financial cost.

2. Specification for i3 Processor PC

Make:	Model:	
	Specification	Complied/Not Complied
CPU Make	Intel Core i3-7100, 3.9 GHz or higher version. If the processor quoted is other than Intel Core i3-7100, the name of the processor to be specified and documentary proof as per SPEC CPU 2006 OR SYSMARK 2014 should be submitted to confirm that the proposed processor is rated either equal or higher than Intel Core i3-7100.	
Cache	3 MB Cache or above	
DMI	8 GT/s or above	
Motherboard & Chipset Features	Intel/AMD original OR OEM Mother Board with Latest Generation Compatible Intel/AMD Chipset. Certificate from the OEM regarding the compatibility (Documentary Proof) should be submitted.	
RAM	1X8GB DDR4 RAM @ 2133MHz upgradable up to 8GB OR more with minimum 2 DIMM slots.	
Hard Disk	500 GB SATA III(7200 RPM) hard disk or higher capacity HITACHI/SEAGATE/WESTERN DIGITAL	
Monitor	18.5" or above TFT Monitor with TCO'06 certification (TCO '06 certificate mentioning OEM of Monitor should be produced)	
VGA	Integrated Graphics Card with 8 MB or above Video Memory	
Keyboard	104 (or above) Keys mechanical Keyboard with USB Interface	
Mouse	Two Button Optical Scroll Mouse with USB Interface	
Network Card	10/100/1000 Mbps Ethernet port on-board	
SMPS	180 watts or above. Should be capable to support fully populated and configured PC. Power cables should be supplied to suit Indian Environment.	
PCI Slots	Minimum of 1 free PCI/PCIe Series Slots after populating all required adapter.	
Cabinet	Micro ATX Cabinet	



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	Specification	Complied/Not Complied
Ports	1 serial , 1 parallel port, 1 VGA (All ports should be on board / Add on PCI Card)	
	2 USB 3.0 ports and 4 USB 2.0 or above ports. Atleast 2 USB ports shall be in the front side of Cabinet.	
Operating System	Microsoft Windows 10 Professional 64 bit OS needs to be installed. Recovery CD/DVD media to be supplied.	
Support	Hardware should be 64 bit	
Certification	Microsoft Windows 10 certified.	
IPV6 and IPV4	Should be IPV6 and IPV4 compatible	

Other Technical Requirements

- Make and Model of the PC should be mentioned.
- Chassis, Monitor, Keyboard and mouse to be of same colour. Vendor must furnish and affix genuine windows 10 logo on front side of CPU.
- OS need to be installed by the successful bidder. All the other necessary software (Anti Virus Software, OS Patches etc) which will be provided by bank also needs to be installed by the successful bidder.
- Detailed Hardware Compatibility Test Report issued by Microsoft to be submitted along with tender document.
- OS needs to be installed by the successful bidder as per the requirement of the bank during warranty and AMC period without any additional financial cost.

3. Specification for Laptop with i3 processor

Make:

Model:

	Specification	Complied/Not Complied
Processor	<i>Intel Core i3 7100u Processor 2.40GHz or higher</i>	
Cache	3MB Cache or above.	
Motherboard and Chipset	Intel original OR OEM Mother Board with Latest Generation Compatible Intel Chipset. Certificate from the OEM regarding the compatibility (Documentary Proof) should be submitted.	
RAM	8GB 2133 MHz DDR4 RAM or above.	
Hard Disk	500GB HDD with 5400RPM.	
Display	13.3" or above HD Display.	
Graphics	Intel HD Graphics.	
Ports	3 USB ports with atleast one USB 3.0 port, one HDMI port, one VGA out port.	
Optical Drive	External/ Internal DVDRW.	
Network Card	10/100/1000 Mbps Network card.	
Connectivity	Wireless LAN, Bluetooth.	



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	Specification	Complied/ Not Complied
Audio & Camera	Internal speakers, Integrated Webcam with Microphone.	
Keyboard & touchpad	Keyboard with Touchpad.	
Battery	Rechargeable 4 cell lithium ion battery with minimum 5 hours battery backup.	
Preloaded Operating System	Microsoft Windows 10 64bit Operating System with recovery media.	
External Mouse	Two button optical mouse of OEM make and mouse pad to be supplied.	
Bag	OEM brand carry case.	
Power Adapter	Suitable for Indian Environment.	
Certification	Microsoft Windows 10 64bit certification.	
Drivers	Necessary driver CD/DVD to be provided for installation of Microsoft Windows 10 64bit.	
Warranty	3 Years Onsite Comprehensive Warranty including Battery, Adaptor and all Spares.	
IPV6 and IPV4	Should be IPV6 and IPV4 compatible.	

4. Specification for Laptop with i5 processor

Make:	Model:	
	Specification	Complied/ Not Complied
Processor	Intel Core i5 7260u Processor 3.40GHz or higher	
Cache	3MB Cache or above.	
Motherboard and Chipset	Intel original OR OEM Mother Board with Latest Generation Compatible Intel Chipset. Certificate from the OEM regarding the compatibility (Documentary Proof) should be submitted.	
RAM	8GB 2133 MHz DDR4 RAM or above.	
Hard Disk	500GB HDD with 5400RPM.	
Display	13.3" or above HD Display.	
Graphics	Intel HD Graphics.	
Ports	3 USB ports with atleast one USB 3.0 port, one HDMI port, one VGA out port.	
Optical Drive	External/ Internal DVDRW.	
Network Card	10/100/1000 Mbps Network card.	
Connectivity	Wireless LAN, Bluetooth.	

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	Specification	Complied/ Not Complied
Audio & Camera	Internal speakers, Integrated Webcam with Microphone.	
Keyboard & touchpad	Keyboard with Touchpad.	
Battery	Rechargeable 4 cell lithium ion battery with minimum 5 hours battery backup.	
Preloaded Operating System	Microsoft Windows 10 64bit Operating System with recovery media.	
External Mouse	Two button optical mouse of OEM make and mouse pad to be supplied.	
Bag	OEM brand carry case.	
Power Adapter	Suitable for Indian Environment.	
Certification	Microsoft Windows 10 64bit certification.	
Drivers	Necessary driver CD/DVD to be provided for installation of Microsoft Windows 10 64bit.	
Warranty	3 Years Onsite Comprehensive Warranty including Battery, Adaptor and all Spares.	
IPV6 and IPV4	Should be IPV6 and IPV4 compatible.	

5. All-In-One Desktop PC

Make :

Model:

	Specification	Complied/ Not Complied
CPU Make	Intel Core i3-7100T, 3.4 GHz 3 MB Cache or its higher version If the processor quoted is other than Intel i3-7100T 7th Generation Processor, the name of the processor to be specified and documentary proof as per SPEC CPU 2006 OR SYSMARK 2014 should be submitted to confirm that the proposed processor is rated either equal or higher than Intel i3-7100T 7th Generation Processor.	
Motherboard/Chipset	Intel original OR OEM Mother Board with Latest Generation Compatible Intel Chipset. Certificate from the OEM regarding the compatibility (Documentary Proof) should be submitted.	
Memory	8GB 2133 MHz DDR4 RAM or higher, expandable upto 16 GB	
Hard Disk Drive	1 TB 7200 rpm or higher with minimum 2 SATA connectors on mother board	
Display	19.5" or above wide LED 16:9 (1600*900) or better Digital Colour monitor	



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	Specification	Complied/ Not Complied
DVD	8X or better DVD RW Drive(Internal/External)	
Keyboard	Wireless Keyboard	
Mouse	Wireless Mouse	
Networking facility	Integrated Gigabit Ethernet LAN 10/100/1000, Blue tooth 3.0, IEEE 802.11.	
Ports	3 USB ports with atleast one USB 3.0 port, 1 Mic., One No. of 3.5 mm Headphone Jack or combo mic headphone jack, 1 RJ-45, 1 Display port/HDMI port.	
Audio	Integrated Stereo Sound with two internal speakers and Mic	
Webcam	1.0 Megapixel HD or above	
Operating System	Microsoft Windows 10 Professional 64 bit OS to be provided and installed and recovery media to be provided.	
Certification	Microsoft Windows 10 64 bit OS Certification	
Power supply	Power cable/adaptor should be supplied to suit Indian environment.	
OEM Recovery tool	Desktop must be supplied with OEM pre-loaded tool for desktop manageability including OEMs own data backup and recovery tool.	

Other Technical Requirements

- Make and Model of the All-In-One Desktop PC should be mentioned.
- Chasis, keyboard, mouse, DVD Drive should be of the same colour.
- Detailed Hardware Compatibility Test Report issued by Microsoft to be submitted along with tender document.
- OS need to be installed by the successful bidder. All the other necessary software (OS Patches, other drivers of peripheral devices etc) which will be provided by Bank also needs to be installed by the successful bidder.
- OS to be installed in the PC may be changed by the bank as per its requirement.
- OS needs to be installed by the successful bidder as per the requirement of the Bank during warranty and AMC period without any additional financial cost.

6. Specification for Branch Server - Tower Model

Make:	Model:	
	Specification	Complied/ Not Complied
CPU Make	Intel Processor	
CPU Required	1 No. Quad Core Intel Xeon E3 1225 v6 Processor or above	
CPU Speed	3.3 GHz or above for E3 1225 v6 Processor or above.	
Cache	8 MB Cache or above	
DMI/QPI	8 GT/s or above	

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	Specification	Complied/ Not Complied
Chipset and Mother Board Features	Server Class Mother Board with ECC memory support INTEL / ASUS or OEM MNC	
Chip Set	Intel C 236 Chipset or above Model:	
RAM	8 GB DDR3 ECC DIMM @ 1600 MHz or above. Effective RAM available should be 8 GB and to be provided as 2 x 4 GB Modules. At least 2 free memory slots should be available for future up gradation.	
Hard Disk	2 x 600 GB 15 K RPM SAS disks or above. Hot swappable Hard Disks with 2 additional free hard Disk Drive slots/Bays after populating the required disks.	
SAS Controller	SAS controller with Hardware RAID 1 support with provision to connect maximum of 4 hard disks. RAID 1 to be implemented. RAID Monitoring Software to be provided and installed.	
Monitor	18.5" or above TFT Monitor with TCO '06 Certification (TCO '06 Certificate to be attached)	
VGA	Integrated Graphics Card with 8 MB SDRAM or above Video Memory	
Key Board	104 (or above) Keys Mechanical Keyboard with USB interface	
Mouse	Two Button optical Scroll Mouse with USB Interface	
Network Card	2 numbers of 10/100/1000 Mbps Ethernet Port.	
SMPS	Minimum of 400 Watts.	
Power Supply	Hot Swappable Redundant Power Supply (1+1). Power cables should be supplied to suit Indian Environment.	
Fans	Standard fans	
PCI Slots	2 Free PCI/PCIe series Slots after populating all adapters	
Ports	1 Parallel, 1 Serial, 2 free USB 3.0 after connecting Keyboard and Mouse (All ports should be on board / Add on PCI Card)	
DVD	1 No. DVD Writer of 8X or above (internal)	
Operating System	Microsoft Windows 2012 R2 64 bit Server Standard Edition with atleast 1 Processor license with 5 windows server User CAL volume license (e-license / paper license) to be supplied and installed. Recovery CD/DVD media to be supplied along with the server.	
Server Management Software	Appropriate Server Management software to monitor and manage various subsystems like CPU, Memory, I/O, disk and environmental factors.	
Certification	Microsoft Windows 2012 R2 Server Certified	

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	Specification	Complied/ Not Complied
Support	Windows 2012 Server R2 64 bit support	
IPV6 and IPV4	Should be IPV6 and IPV4 compatible	

Other Technical Requirements

- Make and Model of the Server should be mentioned.
- Chasis, TFT Monitor, keyboard, mouse, DVD Drive should be of the same colour.
- Detailed Hardware Compatibility Test Report issued by Microsoft to be submitted along with tender document.
- OS need to be installed by the successful bidder. All the other necessary software (OS Patches, other drivers of peripheral devices etc) which will be provided by Bank also needs to be installed by the successful bidder.
- OS to be installed in the server may be changed by the bank as per its requirement.
- OS needs to be installed by the successful bidder as per the requirement of the Bank during warranty and AMC period without any additional financial cost.

7. 136 Col Dot Matrix Printer

Make :	Model:	
Features		Complied/ Not Complied
9 PIN or Staggered 9PIN(2X9PIN)		
136 column		
Buffer 64 KB or above		
Minimum of 300 CPS @10 cpi in high speed draft mode. Support for draft & NLQ mode, with Bi-directional for text		
One push or pull tractor for continuous stationery, besides friction feed		
One USB port with data cable.		
EPSON or IBM emulations.		
Comprehensive cover including print-head during warranty and AMC		
Windows 10 and Windows 2012 R2 Compatible 64 bit drivers available for download on manufacturer's web site or it has to be provided along with the Printer		

8. 80 Col Dot Matrix Printer

Make :	Model:	
Features		Complied/ Not Complied
9 PIN		
80 column		
Buffer 8 KB or above		
Minimum of 200 CPS @10 cpi in draft mode. Support for Draft NLQ mode, i-directional for text		



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One push or one pull tractor for continuous stationery besides friction feed	
EPSON or IBM or ESC/P Emulations	
One USB port with data cable.	
Comprehensive cover including print-head during warranty and AMC.	
Windows 10 and Windows 2012 R2 Compatible 64 bit drivers available for download on manufacturer's web site or it has to be provided along with the Printer	

9. Passbook Printer

Make:

Model:

Features	Complied/ Not Complied
90 column or above	
24 PIN	
Buffer 8KB or above	
Minimum of 225 CPS @10 cpi in draft mode. Support for Draft & LQ mode, with Bi-directional for text.	
Horizontal paper Handling with Automatic alignment	
EPSON or Olivetti or IBM or ESC/P emulations	
One USB port with data cable.	
Comprehensive cover including print-head during warranty and AMC is required.	
Windows 10 and Windows 2012 R2 Compatible 64 bit drivers available for download on manufacturer's web site or it has to be provided along with the Printer	

10. Legal Size Laser Printer

Make:

Model:

Features	Complied/ Not Complied
Black & White Legal Size Laser Printer with USB interface	
1200x600 DPI Resolution or above	
Or	
600 X 600 X 2 DPI (1200 DPI effective output)	
Automatic Duplex printing capability	
20 PPM (A4 size) or above	
Memory 16 MB or above	
One Input Tray and One Priority Feeder	
USB 2.0 or above, Necessary data cable to be supplied to connect	



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Features	Complied/ Not Complied
the printer to USB port of PC.	
Comprehensive Warranty/AMC should cover all parts including fuser assembly set except toner and plastic parts	
Toner should be of Brand New and no refilled toner Should be supplied. Yield for the cartridge should be more than 2000 Standard pages (defined as per ISO/IEC Standard) or above and cartridge model needs to be provided with the tender.	
Bidder may provide additional toner cartridge along with the starter cartridge to meet the requirement of 2000 pages yield. If additional cartridge is supplied, it should be mentioned as a separate line item and proof of delivery should be submitted.	
Windows 10 and Windows 2012 R2 Compatible 64 bit drivers available for download on manufacturer's web site or it has to be provided along with the Printer	
Should be IPV6 and IPV4 compatible	
LCD Display panel to know the status of the Printer.	

11. Flatbed Scanner

Make:

Model:

Features	Complied/ Not Complied
Flat bed (A4) scanner, 600 x 600 DPI Resolution or higher	
OCR Software Bundled, USB 2.0 or above Interface with data Cable, Windows 10 and Windows 2012 R2 Compatible 64 bit	
Scan type: Black and white, Grey scale, Colour	
Multifunction devices are not acceptable.	

We certify that the items, we offer for the tender conforms to the specifications stipulated by you with the following deviations (deviations, if any).

List of Deviations:

- 1)
- 2)

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

We agree to quote for the item/s _____ under Rate Contract.

We agree for the delivery period of systems and installation as per your above letter.

We agree to the terms of payment mentioned in your letter.



Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

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We offer a warranty period of 36 months for all the hardware and software from the date of installation/satisfactory commissioning.

We agree for insuring the systems covering transit risk and also storage cum erection risk for a period of three months from the date of delivery at the destination.

We submit that we shall abide by your Standard terms and conditions governing the quotations and Warranty mentioned in your letter.

We submit that the details given above are true to the best of our knowledge.

We agree to terms and conditions of this tender.

For

(Authorized Signatory)

Office Seal

Place:

Date:

Name:

Designation:

Mobile No:

e-mail id:

Company Name:

Business Address:

Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

PART - II

a) Commercial Quote for PC with i5 Processor

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for PC with i5 Processor, as per the specifications given in Part-I.

I: Price of the PC with i5 Processor (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
PC with i5 Processor Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for PC with i5 Processor under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of PC with i5 Processor with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one PC with i5 Processor. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	



Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorized Signatory)

Company Seal
Date



Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

b) Commercial Quote for PC with i3 Processor

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for PC with i3 Processor, as per the specifications given in Part-I.

I: Price of the PC with i3 Processor (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
PC with i3 Processor Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for PC with i3 Processor under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of PC with i3 Processor 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one PC with i3 Processor. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	



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66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Company Seal
Date



Signature of the Vendor
(Authorized Signatory)

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

c) Commercial Quote for Laptop with i3 processor

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Laptop with i3 processor, as per the specifications given in Part-I.

I: Price of the Laptop with i3 processor (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Laptop with i3 processor Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Laptop with i3 processor under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Laptop with i3 processor with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Laptop with i3 processor. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Company Seal
Date



Signature of the Vendor
(Authorised Signatory)

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

d) Commercial Quote for Laptop with i5 processor

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Laptop with i5 processor, as per the specifications given in Part-I.

I: Price of the Laptop with i5 processor (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Laptop with i5 processor Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Laptop with i5 processor under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Laptop with i5 processor with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Laptop with i5 processor. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date



Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

e) Commercial Quote for All in One PC

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for All in One PC, as per the specifications given in Part-I.

I: Price of the All in One PC (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
All in One PC Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for All in One PC under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of All in One PC with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one All in One PC. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date



Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

f) Commercial Quote for Server

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Server, as per the specifications given in Part-I.

I: Price of the Server (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Server Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Server under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Server with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Server. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

g) Commercial Quote for 136 Col Dot matrix printer

Date: 1

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for 136 Col Dot matrix printer, as per the specifications given in Part-I.

I: Price of the 136 Col Dot matrix printer (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
136 Col Dot matrix printer Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for 136 Col Dot matrix printer under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of 136 Col Dot matrix printer with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one 136 Col Dot matrix printer. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

h) Commercial Quote for 80 Col Dot matrix printer

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for 80 Col Dot matrix printer, as per the specifications given in Part-I.

I: Price of the 80 Col Dot matrix printer (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
80 Col Dot matrix printer Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for 80 Col Dot matrix printer under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of 80 Col Dot matrix printer with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one 80 Col Dot matrix printer. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

i) Commercial Quote for Passbook printer

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Passbook printer, as per the specifications given in Part-I.

I: Price of the Passbook printer (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Passbook printer Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Passbook printer under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Passbook printer with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Passbook printer. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

j) Commercial Quote for Legal size Laser printer

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Legal size Laser printer, as per the specifications given in Part-I.

I: Price of the Legal size Laser printer (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Legal size Laser printer Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Legal size Laser printer under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Legal size Laser printer with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Legal size Laser printer. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	





Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

k) Commercial Quote for Flatbed Scanner

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for Flatbed Scanner, as per the specifications given in Part-I.

I: Price of the Flatbed Scanner (for a single unit)

Item Description for Rate Contract Purpose	Unit Price with 3 years warranty (Rs.)*
Flatbed Scanner Make: Model:	

* Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty etc, but exclusive of taxes. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

II: Details of Annual Maintenance Charges (AMC) charges for 4th and 5th year

S.No.	AMC for Flatbed Scanner under Rate Contract Purpose as above	AMC Amount per Unit (Rs.) **
1	4 th year AMC	
2	5 th year AMC	
	Total Charges	

** Price is inclusive of all charges but exclusive of taxes.

Summary

S.No.	Description	Amount in Rupees per unit
1	Cost of Flatbed Scanner with 3 years Warranty (As per Total of item I)	
2	Total AMC Charges for 4 th & 5 th year for one Flatbed Scanner. (As per Total of item II)	
	Grand Total (Total of S.No. 1 and 2)	



Head Office: Information Technology Department
66, Rajaji Salai
Chennai 600 001
Ph: 2527 9719/9703

Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorised Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

Annexure -I

SELF DECLARATION – BLACKLISTING

The Assistant General Manager
Information Technology Department
Indian Bank, Corporate Office
254-260 Avvai Shanmugam Salai
Royapettah, Chennai- 600 014, India.

Dear Sir,

Sub: Rate Contract for supply, installation and maintenance of computer related items.

Ref: Your RFQ No. CO/ITD/PG/768/R1/2017-18 dated 08/09/2017.

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

Place:

Date:

Name:



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

Annexure - II

**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) Purchase order 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 fulfill 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 Purchase order. in dispatching 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 Purchase order from the date of intimation by the Bank 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.



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

Annexure - III**BID SECURITY FORM**

Whereas..... (Hereinafter called "the Bidder") who intends to submit its bid..... for the supply of (name and/or description of the goods) (Hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that We..... (name of bank) of (name of country), having our registered office at (address of bank) (hereinafter called "the Bank"), are bound unto Indian Bank in the sum of for which payment well and truly to be made to the said Bank, the Bank binds itself, its successors, and assigns by these presents. Sealed with the seal of the said Bank this ____ day of _____.

THE CONDITIONS of this obligation are:

1. If the Bidder

- (a) withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders; or

2. If the Bidder, having been notified of the acceptance of its bid by the Bank during the period of bid validity:

- (a) fails or refuses to execute the Contract Form if required; or
- (b) fails or refuses to furnish the performance security, in accordance with the Instruction to Bidders.

We undertake to pay the Bank up to the above amount upon receipt of its first written demand, without the Bank having to substantiate its demand, provided that in its demand the Bank will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including forty five (45) days after the period of the bid validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the Bank)

NOTE: 1. Bidder should ensure that the seal and CODE No. of the signatory is put by the bankers, before submission of the bank guarantee.

2. Bank Guarantee issued by banks located in India and shall be on a Non-Judicial Stamp Paper of requisite value.



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

Annexure - IV**MANUFACTURERS' AUTHORIZATION FORM**

No. _____

Dated _____

To _____

Dear Sir:

Quote Document dated _____

We _____ who are established and reputable manufacturers of _____ (*name & descriptions of goods offered*) having factories at _____ (*address of factory*) do hereby authorize M/s _____ (*Name and address of Agent*) to submit a Quote, and sign the contract with you for the goods manufactured by us against the above IFB (Invitation for Bid).

We hereby extend our full warranty as per Conditions of Contract for the goods and services offered for supply by the above firm against this IFB (Invitation for Bid). We duly authorise the said firm to act on our behalf in fulfilling all installation, technical support and Annual maintenance obligations required by the Contract.

Yours faithfully,

(Name)

(Name of Manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its bid.



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

CHECKLIST

S.No.	Criteria	Documents to be submitted as proof																																																		
1	The bidder should be a limited company and should be in existence in India for the last 5 years as on 30.06.2017.	Copy of Certificate of Incorporation																																																		
2	The bidder should be OEM / authorized reseller for the items quoted for. Either OEM or authorized resellers (SI) on behalf of OEM can bid in a tender but not both.	Manufacturer Authorization form for each item quoted as format given in the Annexure IV to be submitted.																																																		
3	The Bidder should be having Positive Net Worth in the following three financial years of the bidder 2014-15, 2015-16, 2016-17.	Copy of Audited Balance Sheet.																																																		
4	The annual turnover should be Rs.50.00 crores or above in each of the following three financial years of the bidder 2014-15, 2015-16, 2016-17.																																																			
5	<div>The Bidder should have supplied minimum of the below mentioned quantity for each items in each of the last three financial years (or cumulative quantity) to Banks / Financial Institutions / Leading Corporates / PSUs & Government Organizations in India.</div> <table><tr><th>S. No</th><th>Item (Any Make)</th><th colspan="3">Minimum Quantity Supplied</th></tr><tr><th></th><th></th><th>2016-17</th><th>2015-16</th><th>2014-15</th></tr><tr><td>1</td><td>PC</td><td>1000</td><td>1000</td><td>1000</td></tr><tr><td>2</td><td>Laptop</td><td>200</td><td>200</td><td>200</td></tr><tr><td>3</td><td>Servers</td><td>50</td><td>50</td><td>50</td></tr><tr><td>4</td><td>136 Col Dot matrix printer</td><td>100</td><td>100</td><td>100</td></tr><tr><td>5</td><td>80 Col Dot matrix printer</td><td>100</td><td>100</td><td>100</td></tr><tr><td>6</td><td>Passbook printer</td><td>100</td><td>100</td><td>100</td></tr><tr><td>7</td><td>Laser printer</td><td>100</td><td>100</td><td>100</td></tr><tr><td>8</td><td>Flatbed Scanner</td><td>100</td><td>100</td><td>100</td></tr></table>	S. No	Item (Any Make)	Minimum Quantity Supplied					2016-17	2015-16	2014-15	1	PC	1000	1000	1000	2	Laptop	200	200	200	3	Servers	50	50	50	4	136 Col Dot matrix printer	100	100	100	5	80 Col Dot matrix printer	100	100	100	6	Passbook printer	100	100	100	7	Laser printer	100	100	100	8	Flatbed Scanner	100	100	100	Copy of Purchase orders issued by Banks / Financial Institutions /Leading Corporates /PSUs & Government Organizations.
S. No	Item (Any Make)	Minimum Quantity Supplied																																																		
		2016-17	2015-16	2014-15																																																
1	PC	1000	1000	1000																																																
2	Laptop	200	200	200																																																
3	Servers	50	50	50																																																
4	136 Col Dot matrix printer	100	100	100																																																
5	80 Col Dot matrix printer	100	100	100																																																
6	Passbook printer	100	100	100																																																
7	Laser printer	100	100	100																																																
8	Flatbed Scanner	100	100	100																																																
6	The Bidder should not have been blacklisted by any Government Dept/PSU/Banks currently.	Self Declaration as per the format given in Annexure I should be attached.																																																		
7	Technical Compliance	Compliance to be given as per Part – I																																																		



Ref: CO/ITD/PG/768/R1/2017-18

08/09/2017

- 8 The Bidder/OEM should have Branches in Chennai, Delhi, Kolkata and Mumbai. Further, Bidder/OEM should have Branches / Service Centre Facilities / Franchises / Resident engineers in any of 25 places tabulated below – Copy of latest telephone bill / electricity bill / rental agreement as proof of address. In case of Franchise, copy of contract between the bidder and franchise should be attached in addition to proof of address. For resident engineers, identity proof and address proof for the location should be submitted.

Ahmedabad	Amaravathi (AP)	Bangalore	Barddhaman	Bhopal
Bhubaneswar	Chandigarh	Coimbatore	Cuddalore	Dharmapuri
Ernakulam	Ghaziabad	Guwahati	Hubli	Hyderabad
Jaipur	Kancheepuram	Karim nagar	Karnal	Kumbakonam
Lucknow	Ludhiana	Madurai	Patna	Pondicherry
Pune	Salem	Surat	Trivandrum	Tirunelveli
Tirupati	Tiruvannamalai	Trichy	Vellore	Vijayawada
Visakhapatnam				

Also, undertaking letter from OEM for providing support in such places where bidders don't have above arrangement should be provided.

