

SALIENT FEATURES OF TENDER PAPER:

NAME OF THE WORK	SUPPLY , INSTALLATION OF 4+2 POCKET NOTE SHORTING MACHINES AND PROVIDING AMC SERVICE FOR 05YEARS AFTER COMPLETION OF WARRANTY PERIOD.
START DATE OF SUBMISSION OF TENDER PAPER	17TH, AUGUST .2024.
END DATE OF SUBMISSION OF TENDER PAPER	02ND ,SEPT .2024.
DATE OF OPENING OF TECHNICAL BID.	03RD, SEPT.2024 (11:00AM).
DATE OF PREBID MEETING	23RD, AUG.2024 (11:00AM).
EARNEST MONEY	Rs.25,000 (In favor of Bank Of India payable in Mumbai)
TENDER MONEY	Rs.2,000 (In favor of Bank Of India payable in Mumbai)

Name of the applicant:

Address:

.....

E-Mail of applicant:

Mobile no. of applicant:

PAN Number of applicant:

GST No. of applicant:

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IMPORTANT DOCUMENTS MUST BE SUBMITTED WITH THE TECHNICAL BID

Copy of following documents should be submitted with the technical bid:

A.	Technical part of the tender document properly stamped and signed on each and every Page (Unsigned documents may be rejected).
B.	DD/Pay Order towards the cost of tender document (Vendor should write the name of his company on the reverse of the DD/ pay order).
C.	DD/ Pay order towards EMD. (Vendor should write the name of his company on the reverse of the DD/ pay order).
D.	Applicants registered as MSME / NSIC / Udyog Aadhar Scheme or registered with Central Purchase Organization as defined in MSME Procurement Policy are exempted from depositing cost of EMD, provided they attach self-attested copy of the relevant certificate.
E.	GST Registration certificate of the company.
F.	All the supporting documents in respect of pre-qualification criteria as mentioned in the tender documents.
G.	Any document indicating the features of the product such as user manual, technical specifications sheets etc.
H.	List of area wise service center in Mumbai & Maharashtra.
I.	Latest details regarding the service network throughout the country.
J.	Authorisation letter from the company to the applicant.
K.	Copy of last three financial years audited balance sheets and Profit & Loss account statement & last 3 years Net worth certificate of the company duly certified by a Chartered Accountant.
L.	Copy of proof that machine of the same model is in use for the last one year as per minimum qualification criteria.
M.	Stamped undertaking about “taking up the AMC contract” of the machines at least for Five Years after completion of warranty period of one years.
N.	Manufactures Authorization Form (MAF) signed by authorized person of the bidder.
O.	The OEM / Applicant should submit copy of supply orders different institutions & Bank of india (if any supplied to Bank Of India) along with satisfactory Installation report from the users.
P.	A declaration cum undertaking confirming the vendor not have been blacklisted / delisted from any public sector bank, RBI or any government organization for non-fulfilment of service obligations.
Q.	Purchase Order Copies of Note Sorting Machines awarded to bidder by Public Sector Banks/ Scheduled Commercial Banks in India / Reserve Bank of India prior to 31/07/2024

NOTICE INVITING TENDER

To,

ALL THE ORIGINAL EQUIPMENT MANUFACTURERS/ DISTRIBUTOR/ DEALER/ SUB DEALER/ AUTHORIZED VENDOR/ CHANNEL PARTNER DEALING IN 4+2 POCKET NOTE SHORTING MACHINE.

Dear Sir,

Re: Proposed supply, installation, testing, commissioning, imparting training and taking up comprehensive annual maintenance contract for 05 years (after warranty period) for a 4+2 Pocket Note Shorting Machine in C.B.D Belapur Currency Chest at, Plot No.30, Sector-II, Belapur C.B.D, Navimumbai-400614

You are requested to quote for the below mentioned supply order if you satisfy the eligibility criteria of the tender paper.

Name of the work	Estimated value Rs. (in Lakhs)	Earnest Money (Rs.)	Time line of completion
Supply , installation , testing , commissioning of One Number 4+2 Pocket Note Shorting Machines, imparting training regarding operation of the machine and undertaking the A.M.C Contract for 05 years after completion of the warranty period at Bank's currency chest in Plot no.30, Sector-II, CBD Belapur, Pin-400614.	8.00Lakhs	Rs.25,000/-by Demand Draft / Pay Order only	1. Supply installation Testing and commissioning of the machine and imparting training within 15 days of the placing supply order. 2. Comprehensive annual maintenance service for next 05 years after completion of the warranty period.

- 1) Sealed Tender in **Two Bid System** on item rate basis is to be addressed and submitted to the Zonal Manager, Navi Mumbai Zone. The tender called is for taking up **"SUPPLY, INSTALLATION, TESTING, COMMISSIONING OF ONE 4+2 POCKET NOTE SHORTING MACHINE, IMPARTING TRAINING TO USERS AND UNDERTAKING THE COMPREHENSIVE A.M.C CONTRACT FOR 05 YEARS AFTER COMPLETION OF THE WARRANTY PERIOD."**
- 2) You are not permitted to include any terms & conditions of your own besides the terms and conditions here in given. Bids received with pre conditions would be rejected.
- 3) **Two Bid System:** To facilitate the easy processing of your offer the entire tender process is divided into two parts i.e. **Step.I: Technical Evaluation Round and Step.II: Financial Evaluation**

Round.In the financial evaluation round the **financial bids of only those applicants would be opened who qualify in technical evaluation round.**

I. Technical evaluation round:

The technical evaluation round is further divided in to following 02 sub steps:

A. Evaluation of credentials:

During this step all the credentials of the applicants, the technical specification of the machine offered by them would be evaluated to match our laid eligibility criteria & specification of the tender.

B. Technical and efficiency/stress test of the machine:

In this step the vendors who qualified in the above mentioned stage their machine will have to undergo efficiency / stress testing for which they have to provide & install (at their cost) a **test machine** same to that of the offered machine(in the tender) at any of the Bank Of India establishment within Mumbai & Navi Mumbai City. **Real time testing of the machine would be done by our official for at least 10 working days for assessing it's efficiency** (No rent would be paid and no repair cost would be paid in case of any break down of the machine during this testing period). During this real time test the machine have to secure sum total 80% mark upon various parameter set by Bank in the evaluation sheet given in **annexure-1** of the tender paper.

Those machines who pass above mentioned both the stages of technical evaluation round would qualify for the final round that is financial round.

II. Financial evaluation round:

In this round the financial bids of the technically qualified applicants would be opened and the lowest bidder would be selected.

4) How to submit tender application:

Applicant have to use 03 envelopes for submitting their tender paper. The detail is as explained

Envelope No -1	Technical part of the tender paper, photocopy of the credentials and DD/Pay order for EMD& Tender money would be kept inside this packet and it should be properly sealed.
Envelope No -2	Price Bid / Financial bid should be kept inside this packet and it should be properly sealed.
Envelope No -3	Both the sealed technical and price bids should be kept inside this packet and it should be properly sealed.

Note: Applicant should take care that technical bid and price bid are submitted in separate envelopes.

The envelope no.3 containing the technical and price bid should super scribe“TENDER FOR SUPPLY AND INSTALLATION OF A 4+2 POCKET NOTE SHORTING MACHINES IN C.B.D BELAPUR CURRENCY CHEST, NAVI MUMBAI ZONE”.It should also bear applicant's name, address with mobile number & e-mail address.

The Earnest Money Deposit of Rs. 25,000/- (Twenty five thousand only), the tender fee of Rs.2,000/- (Two thousands only) shall be in form of Demand Drafts/ Pay order issued by any Scheduled Commercial Bank only, favouring Bank of India payable at Navi Mumbai (Applicant should note that the D.D / Pay order should not be stapled or stitched to the application form it should be only pinned to application form). **Applicants have to write his own name / firm name on reverse of pay order and put seal. Applicant who seek exemption from depositing EMD&Tender money under MSME act have to deposit a copy of MSME certificate with their tender.** The Earnest Money Deposit of the unsuccessful applicants will be returned as soon as possible after tender process is over but without any interest.

- 5) Tender Forms can be downloaded free from “Tender Menu” of our Bank’s web site www.Bankofindia.co.in. from **17th, August.2024 till 2nd, Sept.2024**. The last date of submission of tender is up to **5.00 p.m. on 2nd, Sept.2024** in the office of “**The Zonal Manager, Bank of India, MDI Building , Bank OF India, Plto no.30, Belapur CBD, Sector-11, Navimumbai, Maharastra-400614**”. **The tender application has to be dropped in the tender box kept at the DESK, at the Navi Mumbai Zonal Office. No tender would be received in hand.** Late tenders will not be entertained by Bank.
- 6) A prebid meeting is arranged at **11:00AM on 23rd, Aug.2024** to clarify doubts of applicants which would be held in A&S Department, Navi Mumbai Zonal Office.
- 7) The cover **containing the technical bids** would be **opened at 11:00AM on 03rd, Sept.2024** at Zonal office, Bank of India, Navimumbai in the presence vendor or his authorized competent representative having authorization letter and **who can take decision on the spot in any matter pertaining to their tender.** The authorized representative **should bring their identification documents in original.** The financial bids of successful bidders would be opened subsequently the schedule for such opening would be intimated only to the successful bidders by mail or over phone. There won’t be any communication/ intimation to the unsuccessful applicants.
- 8) **Vendor is responsible for submitting all documents properly. All the pages of the bid should be serially arranged, properly stapled and signed.**
- A. Technical Bid Envelope to contain technical part of the tender paper along with the requisite documents as mentioned above.
- B. **Financial Bid Envelope to contain :**
- Quote for supply , installation , commissioning of the machine, imparting training to bank staffs.
- C. **Third Envelope to contain:**
- Third envelope should contain sealed envelopes of financial and technical bid.
- 9)
- i. During the processing of the bid if it is found that any page/document/certificate is

missing / the application is not serially arranged, each page is not signed , EMD & tender fee not deposited, financial part is not properly filled in such cases Bank reserves the right to accept or reject the tender application.

- ii. Bank also reserves the right to accept, accept a part of the tender applicant or reject any or all the tender or without assigning any reasons for doing so to protect its interest.

-S/d-

Yours faithfully,

For Bank of India

WHO CAN APPLY FOR TENDER & ELIGIBILITY CRITERIA:

- A. **Authority to submit Bids** : Only the **authorized person** of the firm or organization shall sign the BID. The proposal must be accompanied with an undertaking letter duly signed by the designated personnel providing a Bid commitment. The letter should also indicate the complete name and designation of the designated personnel. **Necessary resolutions/authority/ Power of Attorney available shall be enclosed.**

In case the principal vendors authorise their business partners or authorised distributors to bid on their behalf, a separate authorization letter, along with a commitment to fulfill the terms of tender should be submitted.

The certified photocopy of Resolutions / Authority / Power of Attorney having authority to authorize the person to submit Bid documents on behalf of the company shall be enclosed. The proposal must be accompanied with an undertaking letter duly signed by the designated personnel providing a Bid commitment. The letter should also indicate the complete name and designation of the designated personnel.

One firm or organisation can't quote on behalf of multiple manufactures.

Either the Indian Agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he will not be allowed to quote on behalf of another **manufacturer along with the first manufacturer in a subsequent / parallel tender for the same.**

B. ELIGIBILITY CRITERIA OF THE BIDDER:

- i) The bidder should have at least **(03)** three years' experience in supplying Note Sorting Machines to Public Sector Banks / Scheduled Commercial Banks in India / Reserve Bank of India (RBI) as on 31st, July, 2024. Company/firm should submit proof of the same i.e. Purchase Order Copies of Note Sorting Machines awarded to bidder by Public Sector Banks / Scheduled Commercial Banks in India / Reserve Bank of India prior to 31st, July, 2024.
- ii) The bidder should be a profit making company / firm for the last **03 financial years ending** on 31st, March, 2024 and the networth should be positive as on 31st, March, 2024. Audited Balance Sheet along with a certificate mentioning the net worth of the company for **last 03**

years should also be attached (certified by the auditors of the company). Financials of the bidding company will be considered for determining the eligibility as per terms of Tender.

- iii) **The Model being offered in the tender** should be in use in market & in india for last **01 year** as on 31.07.2024. Copy of satisfactory performance certificate of machines should be attached with full details.Purchase order copies to be submitted to establish the same.
- iv) If the Bidder is not the Original Equipment Manufacturer (OEM) but only an authorized dealer, it should be supplying Note Sorting Machines of the **same OEM** for a minimum period of **24 months** as on 31st, July.2024 that it intends to offer to Bank under this RFP.

Company / firm should submit the following documents in this regard:

- a. A valid authorization letter from the OEM to deal/market the machine inIndia.
- b. Purchase Order copies awarded to the bidder for supply of Note Sorting Machines manufactured by the OEM from Public Sector Banks/ Scheduled Commercial Banks/ Reserve Bank of India **24 months** prior to31st, July.2024.
- v) The vendor should have authorized Service Centers /base locations in **Mumbai or Navi Mumbai and places adjoining it (address proof should be submitted)**. The technical staff engaged for the service of Note Sorting Machines should be employees i.e. on the payrolls of the vendor. Outsourcing of after sales services would not be permitted.
- vi) The vendor must not have been black listed/ delisted from any public sector bank or government organization for non-fulfilment of service obligations. A declaration cum undertaking confirming the same needs to be submitted. If in future NSM supplier found blacklisted/delisted from any public sector Banks/Schedule Commercial Banks and Reserve Bank of India. Bank has right to cancel the order at any point of time and as a penalty Bank will forfeit the Performance Bank Guarantee.

Note:Proper financials status of the bidder will be considered for determining the eligibility as per terms of RFP

The Bidder should enclose proof in support of all Pre-Qualification Eligibility Criteria while submitting the Bid Proposals. Bidders not meeting the eligibility criteria and not submitting proof of the same will not be considered for further Technical Evaluation and the Bid may be considered as technically non- responsive. Bank will not entertain any correspondence on this issue and Bank's decision will be final.

GENERAL INFORMATION AND INSTRUCTIONS TO BIDDERS

1. **Bid Opening and preliminary scrutiny:** The technical bid will be opened at **11:00A:M on 03rd,Sept.2024** at Bank of India, Navi Mumbai Zonal Office, MDI Building , CBD Belapur, Sector-11 in the presence of intending bidders or their Representatives who may be deputed to remain present at the time of tender opening. **Only one Authorized Representative will be allowed to participate the tender opening process upon submitting the authorization letter issued by the Vendor Company as well as Identity Card.**

2.The price bids of the technically qualified bidders whose **machines are found acceptable** will be opened in the presence of the tender opening committee and the date of opening of price

bids will be informed to the technically qualified bidders only.No offer can be withdrawn or modified after submission of Bids.

3.If any of the Bidders or all the Bidders,who submitted Bids,are not present during the specified date and time of opening,the Bank will proceed further with opening of the Bids in their absence.

The Bank will scrutinize the Bids received to determine whether they are complete in all respects as per the requirement of RFP and subsequent clarifications, whether technical specifications as required to evaluate the offer has been submitted, whether the documents have been properly signed and whether items are offered as per this RFP requirements. Pre-Qualification Criteria, Technical Bid submitted by the Bidder will be evaluated based on the terms and conditions of the RFP and subsequent clarifications, if any.

The Bank may reject any proposal not containing all the requirements called for in various Annexures. Technical Bid must contain required/ relevant information on all the items including optional items, if any, without fail.

Bank has the right not to entertain any correspondence on any matter relating to this RFP like Technical responsiveness/ non-responsiveness of the Bidders etc. Bank's decision will be final in this matter.

5.In the stress test of the machine, the machine has to secure 80% mark out of 100 marks to qualify in the technical round.

6. Evaluation of Tender:

The price bids of only those **vendors whose credentials and Machine** pass qualifying criteria of tender will be opened subsequently. The date and time will be conveyed to successful bidders. Any incomplete or ambiguous representation/quotes will disqualify the offer.During the technical evaluation, Bank reserves the right for seeking clarifications / additional information /details from the responsive vendors. However, clarification/ information from the vendors without the Bank seeking for the same during the process will not be entertained. The lowest bidder would be selected based on the over all project cost i.e. **the cost of the 01 machine along with the tax.**

7.No change whatsoever will be permitted in the technical bid after opening the same.

8.The Bank reserves the right to check each machine, before delivery through an independent Agency for compliance of stipulated parameters.

9.The applicable TDS will be deducted from the bill, before releasing the payment.

10.Some of the annexures enclosed here with need not to be filled while applying for the tender, however applicant have put seal and sign below it indicating he has gone through the annexure and accepts the terms and conditions incorporated in it. Only the successful applicant have to fill the annexures which is applicable for them afterwards.

1. The Comprehensive A.M.C contract value upon the machine is fixed by Bank which is 10% (Tenpercent) of the tender quoted value (excluding the tax component) by the applicant. There is no upward revision is permitted in this value. However, during the contract period if it is found that the vendor is providing similar service to others at a price lower than our contract price then vendor is bound to provide the same at that lower price.

11. Notwithstanding anything contained herein above, in case of any dispute, claim and legal

action arising out of this RFP, the parties shall be subject to the jurisdiction of Courts of Law in the place of the Zonal Office (Navi Mumbai).

The Zonal Manager
Navi Mumbai Zone.

DETAILS OF THE BIDDER

1. Name of the Company:
2. Constitution of the Company:
(Proprietorship / Partnership / Pvt. Ltd. / Public Ltd. and year of establishment)
3. a) Annual turnover from sale of NSMs (Rs. In Lacs.) & average Turnover for **03yrs**

	Financial Year	Annual Turn Over Rs.(in Lacs)
1.	2021-2022	
2.	2022-2023	
3.	2023-2024	
Average annual turnover of above 03years.		

(Note: **Please enclose audited balance sheets and Profit and Loss Statement of the Company for the above 03years**)

- b) Net Worth of the Company(-ve / +ve Net Worth as on31st March):

	Financial Year	Net Worth
1.	2021-2022	
2.	2022-2023	
3.	2023-2024	

(Note: **Please enclose the CA certified copy in the report to this effect.**)

4. Machines manufactured:
(Indigenously or imported):
5. Local Address of Factory, where Machines are manufactured, with details of facilities available.
6. In case of imported machines, name and Address of Principal Suppliers (Details of arrangement to be submitted).

7. Registered Office, service center address in Mumbai & Maharashtra.
8. Whether the machine has been installed in RBI and if yes, the details:
9. Complete details of service network in India viz. Branches/offices, Number of personnel engaged and their cell phone Number.
10. GST Number / PAN / TAN Registration No.: (Enclose photocopies)
11. Details of similar supply made up to the date of submission of Bid: (Give name of Bank, quantity supplied, period of supply, Model. Enclose copies of satisfactory installation certificates.)
12. Details of the **factory trained** qualified engineers with Degree / Diploma:
13. Give undertaking as below:
 - i. Empanelment with any other Bank (Pl. specify):
 - ii. Have your Company or Associates have undertaken any work for the Bank of India (Pl. specify with details):
 - iii. Have you ever been disqualified or levied penalty by Bank of India or any other Bank in India for non-fulfillment of contractual obligations. If yes, please provide details in brief.
 - iv. Have you ever been put on a holiday list or banned by any Public Sector Unit, if yes, please provide details.
 - v. Details of EMD & Tender Money: DD No.....Date.....
Amount..... Bank.....
Payable at.....

I/We confirm that to the best of my / our knowledge the information provided above is

correct and I/we understand that any concealment of facts will lead to my/our disqualification at any stage of the tender by the Bank.

Date:
Place:

SIGNATURE OF BIDDER

Authorized Signatory
(With Seal)

(All details are mandatory. Wherever the space is insufficient, separate sheet may be used to furnish the details)

(SPECIFICATION OF THE MACHINE)

If the machine offered by the bidder meets with the following specifications and requirements, the bidder's response to be given as "YES" or otherwise the exact specification should be given in the "Remark by Bidder Column".

Sl. No.	Details	Remarks by Bidder
1	Model number of machine	
2	Model- Desk top - Ergonomic design, sturdy, capable of working in dusty, hot and humid conditions in India	
3	Number of Stackers with capacity- Four or more with Minimum 200 notes capacity. The machine should be modular in structure i.e. possibility of attaching additional pockets.	
4	Number of Reject Stackers with capacity - Two or more with Minimum 200 notes capacity	
5	Minimum Processing Speed - 25000 Notes/hour. In Authentication and fitness sorting mode . Machine programmable for diverse sorting parameters	
6	Feeding Capacity - Minimum 1000 Notes with Assisted Feed mechanism	
7	Machine should work on any orientation of the notes	
8	First Note recognition	
9	Denomination sorting	
10	Orientation sorting	
11	Facing sorting	
12	Machine must detect and sort suspect Notes	
13	Fitness sorting: The machines shall perform the following fitness sorting functions as per criteria and standards laid down in RBI Guidelines on Note Authentication and Fitness Sorting Parameters:	
	A Soiling	
	B Limpness	
	C Dog-Ears	
	D Tears	
	E Holes	
	F Stains	

	G	Graffiti	
	H	Crumples/Folds	
	I	Decolouration	
	J	Repair	
	K	Mutilated, Imperfect and Mismatched Notes (To be Rejected)	
14	Batching Arrangement		
15	Provision of up gradation of software as per RBI directive.		
16	The technology must be image based. with (Dual Contact Image Sensors) for scanning the notes from both sides while processing		
17	User interface machine should have attached printer, display with function, menu keys, external display for count of notes at no extra cost.		
18	Printer interface facility must be provided free of cost		
19	Power supply requirements and consumption		
20	Voltage Stabilizer - inbuilt or external? (at no extra cost).		
21	The Machine is able to segregate the note issued prior to 2005 and should have software upgradation Facility to make changes.		
22	Machine should have LCD/LED graphic mode Digital display of information with value / Nos. of Notes		
23	Warranty (01 years, unconditional) on machine and it's accessories.		
24	Machines should have capability to read and compare both Serial Numbers (Optical Character Reading) of the processed bank notes. It should also have the capability to save the Serial Numbers of processed bank notes.		
25	Machines should have capability to interface with Central Monitoring facility		

ANNEXURE -I
NOTE SORTING MACHINES-STRESS TEST MARKING FOR HDNSM (4+2)

(* THIS IS FOR OFFICE USE ONLY APPLICANT NEED NOT TO FILL IT)**

Sr.No.	Parameter	Maximum Marks	Marks Awarded						
1.	<p>Speed of NSM in Sorting Mode:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Speed</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">>=30000 notes / hour</td> <td style="text-align: center;">05</td> </tr> <tr> <td style="text-align: center;">>=25000 notes / hour</td> <td style="text-align: center;">03</td> </tr> </tbody> </table> <p>A total of 30,000 notes each of INR 2000/500/100 would be processed on the machine for shorting into ATM/FIT/UNFIT quality and the average time would be noted to define the speed of the machine.</p>	Speed	Marks	>=30000 notes / hour	05	>=25000 notes / hour	03	05	
Speed	Marks								
>=30000 notes / hour	05								
>=25000 notes / hour	03								
2.	<table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Function</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td>Stacker capacity = 500Notes</td> <td style="text-align: center;">05</td> </tr> <tr> <td>>=200Notes</td> <td style="text-align: center;">03</td> </tr> </tbody> </table>	Function	Marks	Stacker capacity = 500Notes	05	>=200Notes	03	05	
Function	Marks								
Stacker capacity = 500Notes	05								
>=200Notes	03								
3.	<p>Reject Pocket Capacity</p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">No. of Banknotes</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td>>=300 notes</td> <td style="text-align: center;">03</td> </tr> <tr> <td>>=200 notes</td> <td style="text-align: center;">02</td> </tr> </tbody> </table>	No. of Banknotes	Marks	>=300 notes	03	>=200 notes	02	03	
No. of Banknotes	Marks								
>=300 notes	03								
>=200 notes	02								
4.	<p>i)Storage of Serial Numbers of processed banknotes</p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Connectivity Required</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td>Independent (On Machine)</td> <td style="text-align: center;">05</td> </tr> <tr> <td>PC Connectivity Required</td> <td style="text-align: center;">03</td> </tr> </tbody> </table> <p>Counterfeit/Fake Notes to be mixed with 1000 pieces of genuine notes and processed from all 4 orientations i.e. A to D. (100% detection would be required for being eligible for the entire test)</p> <p>ii) Sorting of Mutilated / Composite /Mismatch (Notes with different Serial Numbers) Notes to be mixed with 1000 pieces of genuine notes and processed from all 4 orientations i.e. A to D.</p>	Connectivity Required	Marks	Independent (On Machine)	05	PC Connectivity Required	03	05 05 05	
Connectivity Required	Marks								
Independent (On Machine)	05								
PC Connectivity Required	03								

	iii)	Whether Machine has Dual Contract Image Sensors for scanning of banknotes.	05	
	iv)	Number of notes rejected per 1000 banknotes (ATM FIT). The percentage of notes rejected per 1000 pieces should be less than 5% excluding CF and Mutilated Notes) In case more than 5% no marks would be awarded.	05	
	v)	Whether Serial Number Reading and Comparison of both Serial Numbers is a default function in Authentication and Fitness Sorting Mode.	05	
5		Fitness Sorting Test:-		
	i)	Sorting of Banknotes-ATM FIT/FIT/UNFIT etc as per RBI Clean Note Policy. Machine to process 2000 notes for ATM Fit /Fit/Unfit. Whether Non- Issuable (Soiled), Banknotes of Rs. 500 denomination of Mahatma Gandhi (M.G.) Series 1996/200,Pre 2005 Series banknotes of INR 10 to INR 50 etc. go to soiled note pocket automatically.	05	
	ii)	To re-run the notes sorted as ATM Fit/Fit and UNFIT for INR 100 to INR 2000 and check for consistency. Variation should be less than 5%.	05	
	iii)	Whether machine rejects tape notes to the other pocket in ATM/ Fitmode.	03	
	iv)	Whether machine rejects non-oriented Notes to other pocket in Fitness Sorting mode.	03	
	v)	Programmable to allow setting and changing limits and tolerance for each denomination in Fitness Sorting Mode.	03	
	vi)	Whether software & hardware can be upgraded as and when new series of notes introduced by RBI.	03	
	vii)	Whether the machine has the capability of rejecting demonetised banknotes I,e, INR 500 & INR 1000 into Reject Pocket while Authentication and Fitness Sorting.	03	
6		Sorting Parameteres (whether parameter can be set as per user choice):-		
	i)	Soiling	02	
	ii)	Limpness	02	
	iii)	Dog Ears	02	
	iv)	Tears	02	
	v)	Holes	02	
	Vi	Stains	02	
	vii)	Graffiti	02	
	viii)	Cumples	02	
	ix)	Decolouration	02	
	x)	Flods	02	
	xi)	Repairs	02	
		(If NSM fails to sort in any parameter above then no mark will be awarded for that particular parameter)		

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7		MIS Reports:- <table border="1"><thead><tr><th>Whether NSM generate reports (s)</th><th>Marks</th></tr></thead><tbody><tr><td>Customer Report</td><td>01</td></tr><tr><td>Operator Report</td><td>01</td></tr><tr><td>Reject Report</td><td>01</td></tr><tr><td>Jam Recovery Report</td><td>01</td></tr><tr><td>Machine Report</td><td>01</td></tr></tbody></table>	Whether NSM generate reports (s)	Marks	Customer Report	01	Operator Report	01	Reject Report	01	Jam Recovery Report	01	Machine Report	01	
Whether NSM generate reports (s)	Marks														
Customer Report	01														
Operator Report	01														
Reject Report	01														
Jam Recovery Report	01														
Machine Report	01														
8		Remote/Central Monitoring of NSM through LAN/WAN. <table border="1"><thead><tr><th>Availability</th><th>Marks</th></tr></thead><tbody><tr><td>Connectivity and Software</td><td>03</td></tr><tr><td>Connectivity i.e. LAN/WAN</td><td>02</td></tr></tbody></table>	Availability	Marks	Connectivity and Software	03	Connectivity i.e. LAN/WAN	02							
Availability	Marks														
Connectivity and Software	03														
Connectivity i.e. LAN/WAN	02														

SIGNATURE OF THE COMMITTEE

.....

(NAME& DESIGNATION)

.....

(NAME& DESIGNATION)

.....

(NAME& DESIGNATION)

ANNEXURE –II

(Applicant need not to fill this . This is to be filled by the successful bidder while entering in to AMC contract)**

ARTICLES OF AGREEMENT FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT

ARTICLES OF AGREEMENT made this _____ day of _____ Two Thousand Twenty Four between the Bank of India, a body corporate Constituted under the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970 and having it's Registered Office / Head Office at Star House, G-Block, Plot No.C-5, BandraKurla Complex, Bandra (East) Mumbai -40051 and having its Zonal office at MDI Building, Plot No.30, Sector-11, Navi Mumbai-400614, and any other places (hereinafter referred to as "the Bank") which expression shall include its successor or successors and assigns of the ONE PART through the authorized officer Shri. _____ (Designation).

AND

M/s. _____, having its registered office

at _____

_____ (hereinafter referred to as the

"VENDOR/ CONTRACTOR") of the OTHER PART through its authorized representative Sri _____.

WHEREAS the Bank intend to enter in to "**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR 05 YEARS UNDER FIXED TERM AND CONDITION**" (hereinafter called the "**A.M.C**"). The tender of _____ has been accepted by the Bank.

AND WHEREAS the contract for "**A.M.C**" as per the specification , quantity, quality, price and other terms and condition of the tender have been signed by the parties here to and the vendor has agreed to execute the works upon and subject to the said conditions.

WHEREAS THE Contractor has deposited with the Bank **Rs. _____ /-(Rupees _____)** as **Bank Guaranty** which is renewable and remain in force during the entire contract period for the due performance of the Agreement.

AND WHEREAS said all the scheme of **COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR NEXT 05 YEARS UNDER FIXED TERM AND CONDITION** is inclusive of the tender specifications, priced schedule of quantities and conditions mentioned herein have been signed by the parties hereto and the Contractor has agreed to execute the works upon and subject to the said conditions

NOW IT IS HEREBY AGREED AS FOLLOWS:

- 1) In consideration of the payments to be made to the Vendor/ Contractor as hereinafter provided the Vendor shall upon and subject to the said conditions execute and complete the works shown upon in the tender condition etc. and such further detailed specification as may be furnished to the Vendor by the said Bank. The Bank will pay annually to the Vendor, the Quoted sum of Rs. _____ (Rupees _____ Lakhs _____ Thousand _____ Hundred _____ and _____ only) (**hereinafter called the contract amount**) which is **10% (Ten percent) of the tender value quoted by the vendor for machine excluding tax portion** and in the manner specified in the said conditions.
- 2) The rate quoted by Contractor is excluding GST. Bank would pay the GST as applicable to the vendor while releasing the payment. So it is the responsibility of the contractor to pay the GST received to Govt. authority. While releasing the final payment Bank would deduct Tax (TDS) and deposit the same to Govt. For the TDS deducted from Contractor's bill and certificate would be issued by the Branch/office.
- 3) The job of the Annual Maintenance Contract, agreement and documents above mentioned shall form the basis of this contract and all disputes to be decided in the manner prescribed in the conditions attached hereto and in such cases decision of the Bank will be final.

4) **Terms and Conditions of Comprehensive Annual Maintenance Contract:**

- a. This Annual Maintenance Contract (AMC) agreement shall remain in force for a period of **05 years upon signing of the same** .The tenure starts on _____ and ends on _____ .
- b. The rates given is for the "**Comprehensive Annual Maintenance Contract**" of a **4+2 pocket note shorting machine**.
- c. **The upward revision of the AMC contract value is not permitted during the entire 05years period. However, if it is found that the vendor is providing similar type of service to other customers at a lower price to that of our Bank, then the vendor have to provide the A.M.C service to us at that lower price.**
- d. The Comprehensive AMC will cover the entire machine and it's accessories, inclusive of the all regular consumables & spares like conveyer belt, roller etc..
- e. This AMC charge shall be payable by the Bank (branch) on **half yearly basis at the end of the period** subject to Tax Deduction at Sources(TDS)as per relevant provisions of Finance Act from time to time. Taxes payable by Bank as applicable would be paid while releasing the half yearly AMC charges.
- f. During the AMC period, the supplier shall provide all services including **Quarterly PREVENTIVE MAINTENANCE SERVICE** and attending to complaints, repairing / replacing spare parts free of cost,providing stand-by machines etc. as when required.
- g. During the entire contract period the vendor would upgrade the software of the machine (which would be also applicable to the new currency notes & guidelines issued time to time by the RBI) with **out any cost** to facilitate proper shorting of currency notes and detection of forged notes.

Also during this contract period the vendor have to carry out all necessary periodic service, examination,maintenance etc. to his machine supplied as per the present / future laid guideleines of the regulatory authorities and submit a copy of the report for our record / onward submission. These afore mentioned things is considered as a part of the maintenance job hance would be at no extra charge.

h. During AMC period, failure to expeditiously attend to the complaints or preventive maintenance **will attract the same penalty as specified for the Warrantyperiod.Similarly in case of use of substandard material or material other than specified in the schedule of approved material Bank authority would deduct the amount which would be required to replace the defective / substandard material with material of proper quality or specification from the AMC bill.**

i. All the break down happening during the AMC contract period the vendor has to attain the same within 24hours of lodging the complaint. Where the repair time for such break down is more that 04 working days vendor have **to provide a stand by machine so that the regular operation of the currency chest continues un interrupted.**

j. All the repairing is to be carried out onsite. Where ever there is necessity to take the machine to vendor's service center same is to be under taken by the **vendor at his own cost.**

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first hereinabove written.

WITNESS

EXECUTANTS

)

A) BANK

2)

4)

* Common Seal

In case of the company, the common seal be affixed pursuant to resolution of Board of Directors in accordance with Articles of Association of the Company the directors etc., as the case may be affixing common seal may initial in token thereof and also by putting their names.

ANNEXURE -III
PERFORMANCE BANK GUARRANTY FORMAT

(Applicant need not to fill it while applying for tender . It is applicable in case of the successful bidder.)**

To,

**Bank of India,
Navi Mumbai Zonal Office,
MDI Building,
Plot No.30, Sector-II
C.B.D Belapur,
Navi Mumbai-400614.**

Beneficiary: Bank of India
Bank Guarantee No:
Issue Date :.....
Valid up to:
Claim up to:
BG Amount- Rs.....

THIS DEED OF GUARANTEE EXECUTED ON THIS Day of by {Name of the Bank issuing guarantee} a scheduled bank / corporate body, constituted under the Banking Companies (Acquisition and Transfer of Undertakings) Act 1970, having its Head office at (H.O. Address) and one of the Branch offices at (Branch address) hereinafter referred to as the 'Guarantor Bank' (which expression unless it be *repugnant to the context or meaning thereof shall include its successors and assigns.*) in favour of Bank of India, a body corporate constituted under the Banking Companies (Acquisition and Transfer of Undertakings) Act,1970, and having its Head office at Star House, C-5, G Block, Bandra-Kurla Complex, Bandra (East), Mumbai-400051 and one of its Zonal Office, situated at.....(hereinafter referred to as "BOI" which expression shall wherever the context so requires mean and include its successors and assigns).

WHEREAS a Contract Agreement (hereinafter called the "Contract") Reference No. _____ Dated _____ between BOI and M/s. _____ (herein after called the "Contractor") has been entered for supply and installation of Pocket Note Sorting Machine along with AMC contract and performance guarantee tests of. (Name of the Facilities)

Whereas the Contractor has undertaken to produce a Bank guarantee under the Contract including any amendment thereto, to secure its obligations to BOI for the performance of the Contract including the guarantees and warranty of the Facilities & the equipment supplied.

1. In consideration of the foregoing, we(name of the bank) the Guarantor Bank do hereby expressly irrevocably and unreservedly undertake to unconditionally pay to BOI merely on BOI's written demand, without referring it to the contractor and without protest and demur an amount not exceeding Rs._____. Any such demand made on us shall be conclusive as regards the amount due and payable by us under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.

2. Notwithstanding anything to the contrary we agree that BOIs decision as to whether the Contractor has committed a breach of any terms and conditions of the contract shall be final and binding on us and we shall not be entitled to ask BOI to establish BOIs claim or claims under this Guarantee but shall pay the same forthwith without any objection or excuse.
3. We undertake to pay to BOI any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s)/ supplier(s) in any suit or proceeding pending before any court or Tribunal or arbitration relating thereto, our liability under these presents being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment there under.

Bank Guarantee no. _____
Dated: _____

4. This guarantee shall come into force from the date of issue of this guarantee and shall remain irrevocably valid and in force initially up to and the same shall be extended further until the expiry of the Defect Liability Period of the said Contract on request of the opener or contractor. BOI reserve its right to terminate the Guarantee by a written request for cancellation of Guarantee enclosed therewith the original Guarantee and after obtaining confirmation of written request from BOI, the Guarantor bank shall be discharged from its liabilities.
5. This guarantee shall not in any way be affected by BOI taking any securities from the Contractor or by the winding up, dissolution, insolvency or death as the case may be of the Contractor. We shall not be entitled to proceed against the assets of the Contractor at BOIs site.
6. In order to give full effect to the Guarantee herein contained, BOI shall be entitled to act as if we were BOIs principal debtors in respect of all BOIs claims against the Contractor, hereby guaranteed by us as aforesaid and we hereby expressly waive all our Surety ship and other rights, if any, which are in any way inconsistent with the above or any other provisions of this Guarantee.
7. This guarantee is in addition to any other guarantee or guarantees given to BOI by us.
8. This guarantee shall not be discharged by any change in the constitution of the Contractor or us, nor shall it be affected by any change in BOI's constitution or by any amalgamation or absorption thereof or therewith but will ensure for and be available to and effaceable by the absorbing or amalgamated company or concern.
9. The Guarantor Bank further agrees that the BOI shall have the fullest liberty without the Guarantor Bank's consent and without affecting in any manner the Guarantor Bank's obligations hereunder to vary any of the terms and conditions of the contract with the vendor and the Guarantor Bank shall not be relieved from the Guarantor Bank's obligations by reason of such variation or extension or forbearance or enforcement or any other act or omission on BOI part or

by any such matter or thing whatsoever which under the law relating to the sureties would but for this provision have the effect of so relieving the Bank.

10. We have full power to sign this guarantee under the delegations of powers and notification made under general regulation and resolutions in this regard.

Notwithstanding anything contained herein above our liability under this guarantee is restricted to _____ Only, and this guarantee shall remain valid up to _____, and we shall be released and discharged from all liabilities hereunder unless a written claim under this guarantee is lodged on us i.e. on or before _____, irrespective of whether or not the original guarantee is returned to us.

Date: _____
Place: _____

Important terms and their meaning:

Following terms are used in the document interchangeably to mean:

- 1. Bank, BOI means “Bank of India”.**
- 2. RFP means this “RFP document”**
- 3. Recipient, Respondent and Bidder means “Respondent to the RFP document”.**
- 4. OEMs means “Original Equipment Manufacturers”**
- 5. Tender means RFP response documents prepared by the Bidder and submitted to Bank of India.**
- 6. ‘LOI’ means “Letter of Intent”.**
- 7. Term of the Contract / Agreement shall be reckoned from the successful installation and commissioning of the last system.**

This document is meant for the specific use by the Company / person/s interested to participate in the current tendering process. This document in its entirety is subject to Copyright Laws. Bank of India expects the bidder so any person acting on behalf of the bidders to strictly adhere to the instructions given in the document and maintain confidentiality of information. The bidders will be held responsible for any misuse of the information contained in the document and liable to be prosecuted by the Bank in the event of such a circumstance is brought to the notice of the Bank. By downloading the document, the interested party is subject to confidentiality clauses.

GENERAL TERMS & CONDITIONS OF THE TENDER

1. **INTERPRETATION** : In construing these terms & conditions, the specifications, and Agreement, the following words shall have the meanings herein assigned to them except where the subject or context other wise requires.
 - i) **“Bank”**: The term shall denote "Bank of India" and any of it's employees/ representative authorized on it's behalf.
 - ii) **“Purchaser”**: The term shall denote the Bank, placing the letter of intent, and any of its employees / representative authorized on it's behalf.
 - iii) **“Tenderer”/ “Bidder”/ “Supplier”/ “Vendor”**: The term shall mean Name & address of the tenderer and their heirs, legal representatives, assigns and successors.
 - iv) **“Supply order”/ “Work”** shall mean the work or works to be done under this tender contract, as detailed in the Scope of Work.
 - v) **“Machine”** shall mean the **Desk Top / Heavy Duty 4+2 Pocket Note Sorting Machines**, including all accessories such as printer, voltage stabilizer etc.,to be supplied under this contract.

i. The lowest successful bidder would be selected on the basis of the total project cost. The total project would be worked out as cost of the 01 machine to be supplied along with their tax.

ii. The comprehensive AMC contract value combinedly for the machine is fixed by Bank which is 10% (Ten percent) yearly of the bid value of the applicant excluding the tax component. Under no circumstance the comprehensive AMC value would increase more than 10% percent as afore mentioned.

2. **SCOPE OF WORK**: The scope of work is supply, installation, testing, commissioning of one number 4+2 pocket note shorting machine and taking up comprehensive maintenance service for 05 years of the Note Sorting Machine as detailed elsewhere, with comprehensive all inclusive on site warranty of 1 years.
3. **BID VALIDITY**:

The bids and the offer there in are valid for 06months from the date of opening of price bids. The tenders / offers submitted by the vendors including the rates quoted by them shall remain valid during the period of tender validity. The Bank however reserves the right to call the fresh quotes from other bidders at any time during the above period, if considered Necessary.

4. PRICE:

- i) This price of Heavy Duty/Desk Top Note Sorting Machine shall include the cost of printer, voltage stabilizer **and all other necessary accessories which are required under normal working condition along with the machine to give the desired output** . The bidder shall indicate if voltage stabilizer is in-built or is to be provided as additional accessory. The prices quoted shall be deemed to include **all taxes and duties, local levies in the country of origin and shipment, packing, freight from the factory to the destination site, insurance, handling, clearing charges etc. and all taxes and duties**

in India (except GST and Octroi / Entry tax, if any), installation and commissioning. If the Tenderer fails to include such taxes and duties in the tender, no claim thereof will be entertained by the Bank afterwards.

GST, Octroi will be payable on actual on production of documentary evidence of payment, wherever applicable.

The vendor should clearly provide the goods/ cost component on which GST will be applicable and the service component on which GST will be applicable. GST will not be payable for the same amount/component

- ii) **The prices are inclusive of one year all comprehensive on site warranty i.e. 12 Months from the date of installation and successful commissioning of equipment at the currency chest.**
- iii) In case there is a change in the Government norms, taxes etc. after placing of the order and before presentation of invoices to the Bank, whichever is later, the same shall be borne by the supplier.
- iv) Price quoted shall remain firm for acceptance during the validity period stated in the General Information and Instructions to Bidders.

5. BID CURRENCY AND PRICES:

The offer must be in Indian Rupees only and applicable tax. AMC charges shall also be in Indian Rupee. GST on AMC will be paid separately at the prevailing rate during the period of AMC. GST Tax will be payable on actual on production of documentary evidence of payment, wherever applicable.

The vendor should clearly provide the goods / cost component on which GST will be applicable and the service component on which GST will be applicable.

6. SECURITY DEPOSIT:

The security deposit comprises of earnest money deposit (EMD) plus retention money deducted from the payment. The total security deposit would be 10% of the contract value with the successful bidder. This security deposit would be kept till completion of the warranty period of the machine. The security deposit would be released to the successful bidder after completion of warranty period and upon receipt of the Performance Bank Guarantee.

- 7. **EARNEST MONEY DEPOSIT (EMD):** The tenderer will have to deposit earnest money to the extent and in the form detailed in the Notice Inviting tender and General Information and Instructions to the Bidders. If a Tenderer withdraws or unilaterally modifies its tender during the period of Tender validity, or in case a successful bidder fails to accept Letter of Intent (LOI), the Earnest Money Deposit will be forfeited.

EMD of successful tenderer will become a part of the total security deposit of 10%. It would be refunded along with retention money deducted from payment only after successful completion of warranty period and submission of the performance bank guarantee. No interest shall be allowed on the Earnest Money. EMD of unsuccessful tenderers will be refunded on finalization of the tender or after expiry of the validity of the offer. Applicant seeking waiver of EMD on behalf of MSME registration have to enclose the copy of the said registration certificate.

8. RETENTION MONEY DEDUCTED FROM PAYMENT:

While making the final payment for the machine (after successful supply, installation,

commissioning and imparting training to Bank officials) retention money would be deducted to make up a total security deposit of 10% as mentioned in clause no.6 above. The retention money would be the differential amount between EMD paid and 10% of the contract value. In case of the applicant who have not deposited EMD (MSME certificate holder) the retention money would be deducted @10% of from the payment.

9. PAYMENT TERMS:

Payment to the vendor is broadly divided in to two parts which is as under :

(i) Payment for supply and installation of the machine:

The Bank will not pay any advance for supply of the machine. All payments will be made by C.B.D Belapur branch after delivery of the machine and the stages of the payment would be as under:

80% of the Cost of the contract value after supply, installation and commissioning of the machine.

10% of the Cost of the contract value after imparting training to the staff regarding operation of the machine.

10% of the Cost of the contract value after completion of the warranty period and after submission of Bank guarranty.

(ii) Payment during A.M.C Contract Period:

The A.M.C charge payment would only commence after Bank enters in to A.M.C contract with the vendor . The the payment would not be advance in nature. It would be done by the branch on **half yearly basis after vendor renders a satisfactory service**.This annual maintenance contract cost would remain same for the 05years. There won't be any upword revision in it.

10. BANK GUARRENTY:

The vendor upon expiry of the warranty period has to submit a bank guarranty of value 10% of his quoted price (excluding the tax component) for the due performance of the A.M.C contract till the completion of the entire AMC period. It is the sole responsibility of the vendor to keep the Bank Guarranty renewed upon it's expiry during the tenure of the AMC period.

11. COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT & CHARGE:

The COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT COST for the machine is fixed @ 10% , ten percent of the total project cost (quoted by the applicant) excluding the tax component. Taxes as applicable on the AMC value would be paid extra. This contract price is applicable every year during the entire contract period of 05 years and upword revision on the same is not applicable during the contract period of 05 years. However,during this period if it is found that the vendor is providing similar service at a lower price to others then he is bound to provide the same at that price to us.

- (ii) This Comprehensive Annual Maintenance Contract (AMC) agreement shall remain in force for a period of 05 years upon signing of the same .
- (iii) This AMC would commence immediately after the expiry of the warranty period of one years.The Comprehensive AMC will cover the entire machine and it's accessories, inclusive of the all regular consumables / spares.
- (iv) The vendor shall sign a "Comprehensive Annual Maintenance Contract agreement " with the Bank (before the expiry of warranty period), in the format attached (**Annexure IV**). Failure of signing the AMC contract before expiry of warranty period on the part of the vendor will lead to invoking of the Bank guarrenty.
- (v) This AMC charge shall be payable by the Bank (branch) on **half yearly basis at the end of the period with** Tax Deduction at Sources(TDS)as per relevant provisions of Finance Act from time to time. GST payable by Bank as applicable would be paid while releasing the AMC charges.
- (vi) Under this AMC contract , the supplier shall provide **Quarterly PREVENTIVE MAINTENANCE SERVICE** and attending to complaints, repairing / replacing spare parts free of cost,providing stand-by machines etc. as when required. During AMC period, failure to expeditiously attend to the complaints or preventive maintenance **will attract the same penalty as specified for the Warrantyperiod.**

Similarly in case of use of substandard material or material other than specified in the schedule of approved material Bank authority would deduct the amount which would be required to replace the defective / substandard material with material of proper quality or specification from the AMC bill.

- (vii) All the break down happening during the AMC contract period the vendor have to attain the same within 24hours of lodging the complaint. Where the repair time for such break down is more that 04 working days vendor have to provide a stand by machine so that the regular operation of the currency chest continues un interrupted.
- (viii) All the repairing is to be carried out onsite. Where ever there is necessity to take the machine to vendor's service center same is to be under taken by the **vendor at his own cost.**
- (ix) **During the entire contract period the vendor would upgrade the software of the machines (which would be also applicable to the new currency notes issued time to time by the RBI) with out any cost to facilitate un interrupted service proper shorting of currency notes and detection of forged notes.**
- (x) **During this contract period the vendor have to carry out all necessary periodic service, examination,maintenance etc. to his machine supplied as per the present / future laid guideleines of the regulatory authorities and submit a copy of the report for our record / onward submission. These afore mentioned things is considered as a part of the maintenance job hance would be at no extra charge.**

12. UPGRADATION

The supplier confirms that the machine is adaptable to any new series of currency notes that may be issued by the Reserve Bank of India from time to time with revised security features.The supplier during the entire AMC contract period further

undertakes to upgrade the software of the machine from time to time, at no extra cost, to facilitate proper sorting of currency notes and detection of forged / counterfeit notes including any new currency notes that may be issued or any new security features that may be introduced by the Reserve Bank of India or any series of notes withdrawn by RBI.

13. DELIVERY & LIQUIDATED DAMAGES:

- i) The machine is to be installed and commissioned within **15 (fifteen)** days of delivery at Currency Chest. Various parameters set out by the Bank and duly committed by the supplier, while participating in the tender process, shall be demonstrated after installation. In case the machine does not function properly during the installation / demonstration and within **01 month** of the installation the same **shall be immediately replaced** with a new machine **which is prejudice** .
- ii) In case the supplier fails to supply the machine/accessories within the above delivery period, the Bank shall be at liberty to cancel the order.
- iii) If the supplier fails to deliver the machine as above and in the event of such cancellation, the E.M.D shall stand forfeited and the supplier shall not be entitled to any compensation.
- iv) The Bank, at its sole discretion, decides to accept the delayed supply of any machine(s), liquidated damages@0.5%of cost of the machine will be charged per week or part thereof, subject to a maximum of 10% of the cost of the machine for each machine which is delayed. The amount of damages so calculated shall be deducted at the time of making any payment after successful installation and commissioning of the machine and all the cost of transportation and other cost there on shall be borne by the supplier.
- v) The decision of the Bank in regard to full or partial cancellation of the Purchase Order, cancellation of the AMC contract, levy of liquidated damages and forfeiting the Performance Guarantee shall be final and binding on the vendor.

14. INSTALLATION

- i) The supplier shall arrange at its cost for the transportation and delivery of the machines and accessories to the Bank's Currency Chest and shall install and commission them at site and conduct such stress tests as per the requirement of the Bank, as mentioned in this document.
- ii) Installation and commissioning of the machine to the satisfaction of the Bank is the responsibility of the Vendor.
- iii) Any damage to existing structure, fixtures or fittings during the installation shall be made good by the supplier at his own cost.

15. WARRANTY

The machine shall be under supplier's comprehensive, all inclusive onsite warranty for a period of 01 years from the date of satisfactory installation and commissioning. During this period, the supplier shall ensure that the machine shall at all-time be kept in efficient and satisfactory working condition by undertaking appropriate preventive maintenance at bi-monthly intervals and monitoring the performance of the machine.

- i) During the warranty period the supplier shall, at his own cost, replace any defective parts, rectify/remove any defects in material components, workmanship and functioning that may occur under normal use and provide consumables (i.e. Belts, Roller, Wheel etc., including spares) free of cost to the Bank.

- ii) Any malfunctioning or breakdown of the machine or shortfalling in its performance will be intimated to the supplier by the Bank and supplier shall attend to the fault and rectify the same most expeditiously within 48hrs.
- iii) If the machine cannot be made serviceable either by repair or by replacement and put back the system in to regular operation within 02days a similar stand-by machine in good working condition shall be provided at the cost of the vendor failing which a penalty at the rate of “1,000/- (Rupees one thousand only)” per day would be recovered from the retention money kept with us.
- iv) The preventive maintenance of the machine is to be carried out Quarterly. Engaging services of any third party (including supplier's subsidiaries, associates, sister concerns etc.) by the supplier for providing maintenance support will not be accepted. The Engineers/technicians of the Supplier alone shall carry out preventive check-up and maintenance.
- v) **During this warranty period the vendor have to carry out all necessary periodic service, examination, maintenance etc. to his machine supplied as per the present / future laid guidelines of the regulatory authorities and submit a copy of the report for such periodic service for our record / onward submission. These afore mentioned things is considered as a part of the maintenance job hence would be at no extra charge.**

15. TECHNICAL SPECIFICATIONS HEAVY DUTY NOTE SORTING MACHINE (HDNSM 4+2 POCKETS)

The machines shall perform authenticity check with reference to the features of genuine notes as disclosed by the Reserve Bank of India from time to time. Any note which is not found to be having all the features of a genuine note shall be classified by the machine as suspect.

Notes can only be recycled / reissued if they are evaluated as genuine and fit according to the parameters laid down by RBI (see Guidelines on Note Authentication and Fitness Sorting Parameters attached). Authenticity check is a prerequisite for fitness sorting. Fitness sorting can be done only in case of genuine notes. The machines shall be able to identify and separate suspected counterfeits and notes which are unfit for circulation in terms of these standards in a reliable and consistent fashion.

A fit note is a note that is genuine, sufficiently clean to allow its denomination to be readily ascertained and thus suitable for recycling. An unfit note is a note that is not suitable for recycling because of its physical condition or belongs to a series that has been phased out by Reserve Bank of India. All the fitness parameters laid down by RBI are to be evaluated individually. A note must pass all the fitness parameters to be considered fit for recycling.

Stress Test

This test is conducted to check the suitability of the machine to work continuously for long hours. The test shall be conducted under conditions similar to those that are available in normal working condition of branches and currency chests.

Test procedure: The machine should be put to work continuously for 08 hours daily for 10

consecutive days. The machine may be given rest for 10 minutes after each hour of working. During each hour, the machine should work continuously. Details of stoppages or breakdown, if any, (number of occasions, time, time taken to restart, nature of break down etc) and other defects or abnormal behavior etc. noticed during the test is to be carefully recorded

Marks under each parameter will be awarded by bank's Committee responsible for conducting the Stress Test. Marks awarded by the Committee/Bank will be final. To qualify for Commercial Evaluation the tenderers will have to secure minimum 80% marks (viz.80 out of 100marks) in Stress Test

LETTER OF OFFER / TENDER

To,
The Zonal Manager,
Bank of India,
Navi Mumbai Zone,
Sector-II, Belapur C.B.D.

Dear Sir,

Having examined the tender conditions, specifications and schedule of quantities relating to the supply order and subsequent under taking A.M.C for 05 years (after completion of the warranty period) specified in the memorandum hereinafter set out and having supply order specified in the said memorandum and having acquired all the informations relating thereto as affecting the execution of the supply order.I/We hereby offer to execute the project specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the specifications, design, and instructions referred to in the Conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

	: Proposed Supply , Installation , Testing , Commission
Description of work	-ning of a 4+2 Note Shorting Machine , imparting training to the end user and taking up A.M.C contract for 05 years under fixed term and condition.
Estimated cost of the work	: 09.00 Lakhs.

Time allowed for completion of supply and installation work : **15 days for completion of project.**

Earnest Money Deposit (EMD) : **Rs.25,000/- (by Pay Order/ D.D)**

Bank guaranty : **10% of the Contract Value of tender for 05years.**

Warranty Period : **12 Months from date of commissioning of the Machine/ of certified final bill by branch**

Liquidated damage :
 : **5% of the Contract Amount per Week of delay subject to a maximum TWO Weeks' delay plus penalty of 5%making a total of 15% of actual project cost upon withdrawal of work order.**

Should this application be accepted, I / We hereby agree to abide by our tender / offer and fulfill the terms and provisions of the said set of Conditions of Contract, Specification of material annexed hereto so far as they may be applicable or in default thereof, sign the AMC contract after completion of warrenty period given in the application form, give unconditional right to invoke the Bank Guaranty provided by us.

I / We have deposited a sum of Rs. 25,000/- as Earnest Money.

Place: _____ **Signature:** _____
Date: _____ **Name & Designation:** _____
Organization: _____

ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made this _____ day of _____ **Two**

Thousand Twenty _____ between the Bank of India, a body corporate Constituted under the **Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970** and having it's **Registered Office / Head Office at Star House, G-Block, Plot No.C-5, BandraKurla Complex, Bandra (East) Mumbai -40051** and having its **Zonal office at Plot No.30, Sector-II, Belapur C.B.D , Navi Mumbai , Pin-400164**, and any other places (hereinafter referred to as "the Bank") which expression shall include its successor or successors and assigns of the ONE PART through the authorized officer Shri. _____ (Designation).

AND

M/s. _____, **having its registered office**

at _____

_____, (hereinafter referred to as the

“VENDOR/CONTRACTOR”) of the OTHER PART through its authorized representative be retained. Sri _____ .WHEREAS the Bank has floated a tender for carrying out “ PROPOSED SUPPLY , INSTALLATION , TESTING , COMMISSION OF A 4+2 NOTE SHORTING MACHINE , IMPARTING TRAINING TO THE END USER AND TAKING UP A.M.C CONTRACT FOR 05 YEARS UNDER FIXED TERM AND CONDITION”(hereinafter called the “SUPPLY ORDER”).The tender of _____ has been accepted by the Bank.AND WHEREAS the contract for “SUPPLY ORDER” as per the specification , quantity, quality, price and other terms and condition of the tender have been signed by the parties here to and the Contractor has agreed to execute the works upon and subject to the said conditions.

WHEREAS THE Contractor has deposited with the Bank **Rs.25,000/- (Twenty Five Thousand only)** as Earnest Money Deposit (E.M.D) for the due performance of the Agreement.

AND WHEREAS said all the scheme of **supply,installation,testing, commission of a 4+2 note shorting machine , imparting training to the end user and taking up A.M.C contract for 05 years after warranty period under fixed term and condition**is inclusive of the tender specifications, priced schedule of quantities and conditions mentioned herein have been signed by the parties hereto and the Contractor has agreed to execute the works upon and subject to the said conditions

NOW IT IS HEREBY AGREED AS FOLLOWS:

- 1) In consideration of the payments to be made to the Vendor/ Contractor as hereinafter provided the Vendor shall upon and subject to the said conditions execute and complete the works shown upon in the tender condition etc. and such further detailed specification as may be furnished to the Vendor by the said Bank. The Bank will pay to the Vendor on item rate basis, the Quoted sum of Rs. _____(Rupees _____ Lakhs _____ Thousand _____ Hundred _____ and _____ only) (**hereinafter called the contract amount**) and in the manner specified in the said conditions.
- 2) The rate quoted by Contractor is excluding GST. Bank would pay the GST as applicable to the vendor while releasing the payment. While releasing the final payment Bank would deduct Tax (TDS) and deposit the same to Govt. For the TDS deducted from Contractor’s bill and certificate would be issued by the Branch/office.
- 3) The job of the Supply order, agreement and documents above mentioned shall form the basis of this contract and all disputes to be decided in the manner prescribed in the conditions attached hereto and in such cases decision of the Bank will be final.

- 4) The said contract comprises the proposed **supply, installation,testing, commission of A 4+2 note shorting machine, imparting training to the end user in C.B.D Belapur Currency chest and taking up A.M.C for 05years after Warranty period.**

Notwithstanding what are stated in the tender specifications and conditions hereinabove stated, the Bank through the "Tender Committee" reserve to himself the right to alter the schedule/ quantity and specification of the material / item to be supplied and adding to or omitting any items of works from or of having portions of the same carried out departmentally or otherwise and such alternations or variations shall be carried out without prejudice to this contract

5) Clause of liquidated damage:

You have to complete the said work within 15days of receipt of work order. In case you are unable to complete the same due to any reason which is solely due to you then clause of liquidated damage would be enforced. The Bank would deduct liquidated damage @5% per week or a part there of for the delay subject to maximum of 2weeks after which the contract will be terminated. In that case payment for any work executed by the vendor would be made after deducting 10% penalty for delay period & additional 5% for not completing the work. Furthermore his E.M.D would be forfeited.

6) Annual Maintenance Contract:

a. This Annual Maintenance Contract (AMC) agreement shall remain in force for a period of 05 years upon signing of the Contract .

b. The vendor has to take up the "**Comprehensive Annual Maintenance Contract**" (AMC) for **(05) five years with annual contract price of @10% of his quoted value (Excluding the tax component)** . This AMC would commence immediately after the expiry of the warranty period of one years. The Comprehensive AMC will cover the entire machine and it's accessories, inclusive of the all regular consumables / spares.

c. The vendor shall sign a separate "Annual Maintenance Contract agreement " with the Bank (before the expiry of warranty period), in the format attached (**Annexure IV**), for a periodof 05 years for satisfactory comprehensive maintenance of the machines. Failure of signing the AMC contract before expiry of warranty period on the part of the vendor will lead to invoking of the Bank guarrenty.

d. This AMC charge shall be payable by the Bank (branch) on **half yearly basis at the end of the period** subject toTax Deduction at Sources(TDS)as per relevant provisions of Finance Act from time to time. Taxes payable by Bank as applicable would be paid while releasing the half yearly AMC charges.

e. This annual AMC contract cost is fixed for entire duration of 05years.**There won't be any escalation in AMC charges permitted during the AMC contract period of 05 years.**

f. During the AMC period, the supplier shall provide all services including **Quarterly PREVENTIVE MAINTENANCE SERVICE** and attending to complaints, repairing / replacing spare parts free of cost,providing stand-by machines etc. as when required. During AMC period, failure to expeditiously attend to the complaints or preventive maintenance **will attract the same penalty as specified for the Warrantyperiod.Similarly in case of use of**

substandard material or material other than specified in the schedule of approved material Bank authority would deduct the amount which would be required to replace the defective / substandard material with material of proper quality or specification from the AMC bill.

g. During the entire contract period the vendor would upgrade the software of the machine (which would be also applicable to the new currency notes issued time to time by the RBI) with out any cost to facilitate proper shorting of currency notes and detection of forged notes. **Also the vendor have to carry out all necessary periodic service, examination,maintenance etc. to his machine supplied as per the present / future laid guidelines of the regulatory authorities and submit a copy of the report of such service for our record / onward submission. These afore mentioned things is considered as a part of the maintenance job hance would be at no extra charge.**

i. All the break down happening during the AMC contract period the vendor has to attain the same within 24hours of lodging the complaint. Where the repair time for such break down is more that 04 working days vendor have to provide a stand by machine so that the regular operation of the currency chest continues un interrupted.

j. All the repairing is to be carried out onsite. Where ever there is necessity to take the machine to vendor's service center same is to be under taken by the **vendor at his own cost.**

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first hereinabove written.

WITNESS

EXECUTANTS

1)

A) BANK

2)

B) VENDOR

3)

4)

* Common Seal

In case of the company, the common seal be affixed pursuant to resolution of Board of Directors in accordance with Articles of Association of the Company the directors etc., as the case may be

affixing common seal may initial in token thereof and also by putting their names.

DOCUMENT SUBMISSION CHECK LIST:

Applicants are instructed to **put tick mark against the documents they have submitted** along with the application form.

A.	Technical part of the tender document properly stamped and signed on each and every Page (Unsigned documents may be rejected).	
B.	DD/Pay Order towards the cost of tender document (Vendor should write the name of his company on the reverse of the DD/ pay order).	
C.	DD/ Pay order towards EMD. (Vendor should write the name of his company on the reverse of the DD/ pay order).	
D.	Applicants registered as MSME / NSIC / Udyog Aadhar Scheme or registered with Central Purchase Organization as defined in MSE Procurement Policy are exempted from depositing cost of EMD, provided they attach self-attested copy of the relevant certificate.	
E.	GST Registration certificate of the company.	
F.	All the supporting documents in respect of pre-qualification criteria as mentioned in the tender documents.	
G.	Any document indicating the features of the product such as user manual, technical specifications sheets etc.	
H.	List of area wise service center in Mumbai & Maharashtra.	
I.	Latest details regarding the service network throughout the country.	
J.	Authorisation letter from the company to the applicant.	
K.	Copy of last three financial years audited balance sheets and Profit & Loss account statement & last 3 years Net worth certificate of the company duly certified by a Chartered Accountant.	
L.	Copy of proof that machine of the same model is in use for the last one year as per minimum qualification criteria.	
M.	Stamped undertaking about “ taking up the AMC contract” of the machine at least for Five Years after completion of warranty period of one years.	
N.	Manufactures Authorization Form (MAF) signed by authorized person of the bidder.	
O.	The OEM / Applicant should submit copy of supply orders along with satisfactory Installation report from the users.	
P.	A declaration cum undertaking confirming the vendor not have been blacklisted / delisted from any public sector bank or government organization for non-fulfilment of service obligations.	
Q.	Purchase Order Copies of Note Sorting Machines awarded to bidder by Public Sector Banks/ Scheduled Commercial Banks in India / Reserve Bank of India prior to 31/03/2023	

FINANCIAL / PRICE BID

UNIT RATE FOR SUPPLY, INSTALLATION, TRAINING, COMMISSIONING AND MAINTENANCE
OF HEAVY DUTY NOTE SORTING MACHINE (4+2 pockets)

Type of Machine (Model / Brand name): -----

Model No. & Make (Brand Name)

		Unit	Rate (Rs.)	GST(Rs.)	Total Amount (Rs.)
A	Price of machine including supply installation, testing commissioning and imparting training to users.	01Nos.	/Per machine		

I have gone through all the details of the tender paper, terms and condition and specification etc. I agree to all of them including the terms of the comprehensive annual maintenance contract. I agree to accomplish the project in my above mentioned quoted price abiding by all the terms condition and specification of the tender paper.

SEAL OF THE COMPANY / FIRM

SIGNATURE OF THE BIDDER

Place:
Date: