



सेण्ट्रल बैंक ऑफ इंडिया
Central Bank of India

CENTRAL TO YOU SINCE 1911

Regional Computer Center, Regional Office, Kota

REQUEST FOR PROPOSAL

For

Annual Maintenance Contract (AMC)

of

Computer Hardware and Peripherals

at

VARIOUS BRANCHES & OFFICES UNDER JURISDICTION OF KOTA REGION

Central Bank of India

**Regional Office, 3B, Civil Lines,
Nayapura KOTA-324001
Rajasthan**

Phone – 0744 : 2450377, 8307915568

e-Mail – rcckotaro@centralbank.co.in

Website – www.centralbankofindia.co.in

Tender Reference Number : RO/RCC/2023-24/32 dated 15.07.2023



Invitation for RFP:


Central Bank of India invites sealed quotations from eligible Bidders / Vendors as specified in this document.

The details are given below:

| | |
|--|--|
| Date of issue of RFP | From 17/07/2023 |
| RFP Reference No. | RO/RCC/2023-24/32 dtd 15.07.2023 |
| Last Date and Time for submission of sealed offers | 07/08/2023 at 3:00 PM |
| Technical tender opening date / time | 08/08/2023 at 3:30PM |
| Address of Communication | G P Meena Chief Manager Central Bank Of India Regional Office , 3B,Civil Lines, NayaPura ,Kota-324001 (Raj.) |
| Contact Telephone Numbers | 0744-2450377,8307915568 |
| Email Id: | reckotaro@centralbank.co.in drm1kotaro@centralbank.co.in |
| Bids to be submitted to | At above address |
| Earnest Money Deposit | Rs. 20000.00 (Refundable) |
| Cost of the Bid | Rs 2000.00 (Non refundable) DD in favour of Central Bank Of India, Regional Office, Kota |

Sealed tender (both Technical and Financial) along with Tender fee, EMD, and complete in all respects super-scribed on the envelope as "Offer for AMC for Hardware and Peripherals at Kota Region" must be submitted at stipulated date and time at above mentioned address

Full tender documents may be downloaded from our website www.centralbankofindia.co.in


(G P Meena)
Chief Manager



Background:

Central Bank of India is interested in selection of Bidder/Vendor for comprehensive AMC and related services for PCs/Laptop's, Servers, Line Printers/Printers and peripherals, Laser Printers, Flatbed Scanners CTS Scanners etc (Detail and estimated quantity mentioned in **Annexure II** of this document) at various branches of (Kota, Bundi, Sawai Madhopur, Jhalawar, Baran) district and offices (as per annexure IV) under jurisdiction of Kota Regional Office.

For this purpose, the Bank is pleased to invite sealed bids from the **Bidders / Vendors** who agree to accept the terms and conditions given below. Interested Bidders/Vendors may submit their bids along with supporting documents to **Mr. G.P. Meena, Chief Manager** within the time period mentioned above. Sealed quotations from Bidders/Vendors are invited for Comprehensive Annual Maintenance of Computers (CPU, Monitor, Keyboard & Mouse), 80/132/136 Column Printers (including Printer Heads for all types of Printers & print bands / print modules in case of Line Printers), Passbook Printers, Different Type of Laser Printers, Flat Bed Scanners, CTS Scanners etc located at various Branches /Offices under jurisdiction of Kota Region, as third party maintenance, as specified in this document.

2. INSTRUCTIONS TO BIDDERS

2.1 Invitation Offer System

Scaled Quotations containing single envelop must be submitted, within the time period mentioned above giving full particulars on the **sealed envelope** at the Bank's address mentioned above.

- All envelopes should be securely sealed and stamped.
- Two sealed separate envelop for Technical and Financial bid should be put in one envelop with seal and signed.
- Only one Quotation should be submitted.
- The unit rate / AMC amount for each and every item should be quoted.
- Any Quotation found to contain incomplete information is liable to be rejected outright.
- Each and every page of RFP document shall be signed and stamped.
- The Technical offer should be complete in all respects and contain all information asked for, **except prices**. The T.O.(Technical offer) should include all items asked for. The technical offer **should not contain any price information**. The T.O with any price information anywhere is liable to be rejected.

All the envelopes must be super-scribed with the following information:

- RFP Reference Number : _____
- Offer for AMC for Hardware and Peripherals at Kota Region
- Date of submission of Offer
- Name of Bidder/Vendor

2.2 Quotations

The Bidder/Vendor must ensure that all the items as specified in this offer are quoted for. Unit-wise rates should be quoted for each item. The Bidder/Vendor must also ensure that it is in a position to undertake the work specified.

Vendors having franchise arrangements are not eligible to quote.

The evaluation of L1 Bidder/Vendor will be strictly on the basis of Total Cost of Ownership (TCO) for the offered quantity of hardware in this RFP. Other Bidders/Vendors may be required to match the rates offered by L1 Bidder/Vendor, since bank reserves the rights to allot AMC to more than one vendor. **Bank also reserves the rights to award the AMC contract to L2 bidder at the same rates of L1 bidder in 50-50 manner.**

If L1 bidder is unable to provide the satisfactory services to our branches after awarding the AMC contract for the period mentioned in the RFP, Bank reserves the right to award the AMC contract to L2 bidder on same terms and condition of L1 bidder for the remaining period.

The Bank reserves the right to appoint one or more than one Bidder/Vendor. It also reserves right to reject one or all Bidders/Vendors. The decision of the Bank in this regard will be final and binding.

It is our past experience that due to competition, vendors used to quote abnormally low rates, only with a view to procure the contract and thereafter fail in providing satisfactory services. It is therefore decided that if the vendor fails to provide satisfactory AMC Services will be black listed and no future contract will be awarded to such vendor.



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The technical bid shall be evaluated by a committee. The financial bid of only, those bidders who qualify in evaluation of technical bid shall be opened. The date, time and venue for opening of financial bid shall be communicated separately to the bidders who qualify in the technical bid.

2.3 Validity of Tender Offer

The Tender offer should be valid for a minimum period of 90 days from the date of submission.

2.4 Address of Communication

As mentioned on First Page of this RFP

2.5 Modification and Withdrawal of Offers

The Bank has a right to modify / alter the Offer and the terms& conditions thereon, before the closure of the Offer. The Bidder/Vendor cannot modify or withdraw its offer after its submission.

2.6 Preliminary Scrutiny

The Bank will scrutinize the offers to determine whether they are complete, whether any errors have been made, whether the documents have been properly signed and whether items are quoted as specified. The Bank may, at its discretion, waive any minor non-conformity or any minor irregularity in an offer. This shall be binding on all Bidders/Vendors and the Bank reserves the right for such waivers.

2.7 Clarification of Offers

To assist in the scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, ask some or all Bidders/Vendors for clarification of their offer. The request for such clarifications and the response will necessarily be in writing. The Bank has the right to disqualify the Bidder/Vendor whose clarification is found not suitable to the Bank.

2.8 No Commitment to Accept Lowest or Any Offer

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this offer notice and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever. The Bank reserves the right to make any changes in the terms and conditions of contract. The Bank will not be obliged to meet and have discussions with any Bidder/Vendor and/or to listen to any representations.

2.9 Make and Models of the equipment

Detail of item wise quantity of hardware available in branches / offices is mentioned in Annexure II. It is mandatory to quote for all items. A Bidder/Vendor must quote unit rate for each item. Any bids having missing items for one or more items, will be liable to rejection.

2.10 Location of Hardware offered under AMC

We have approx. 59 Branches/Offices under Kota Region, names of which are mentioned in annexure IV. Bidders/Vendors may visit the locations mentioned above and may check the inventory themselves.

2.11 Format for Offer

The offer must be submitted in suggested format as per Annexure-II.

2.12 Erasures or Alterations

The offers containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the offer. The Bank may treat offers not adhering to these guidelines as unacceptable.



2.13 Costs & Currency

The offer must be made in Indian Rupees only and should include all the taxes and levies. GST will be payable extra as applicable and TDS may be deducted as applicable.

2.14 No Negotiation

It is absolutely essential for the Bidders/Vendors to quote the lowest price at the time of making the offer in their own interest, as the Bank will not enter into any price negotiations, except with the lowest quoting Bidder/Vendor, whose offer is found to be other-wise in order.

2.15 Right to Alter Quantities

The quantity mentioned in annexure II is only estimated quantity, which will be finalized by the successful vendor within one month of accepting work order by visiting the branches in the prescribed format and accordingly supplementary work order (for any increase/decrease item wise quantity) will be issued to the Bidder/Vendor. Hence, bank reserves the right to alter the hardware quantities specified in the offer. The Bank also reserves the right to add or delete one or more items from the list of items specified in offer.

2.16 Price Variation and Supply of Spares

The price quoted by the Bidder/Vendor should be valid for a minimum period up to validity of contract. The Bidder/Vendor must give an undertaking as per annexure V along with the quotes that he gives service commitment along with availability of spares for a minimum period up to validity of contract.

2.17 Confidentiality Clause

This document is confidential and property of Central Bank of India. It should not be circulated, copied or reproduced in any form whatsoever without express permission of Central Bank of India. It is for use of the Bidders/Vendors addressed herein and only for the purpose mentioned in this document. Any violation is likely to be persecuted.

2.18 The Technical bid should contain the following documents:

- I. Application in the enclosed format (Annexure I)
- II. Company Profile – Details in support of Clause no 3 of this document to be highlighted.
- III. Contact Details of service/support network (addresses, names of contact persons, phone numbers etc.) .
- IV. Any other document required and asked for by the Bank during the course of processing the RFP.
- V. DD for tender fee and EMD

2.19 Resident Engineer and trained Engineer

The Vendor must have at least 4 qualified service support Engineers (Min. Diploma Holders or equivalent and have at least 2 years of experience in computer H/W maintenance) across the mentioned districts including one resident engineer at Regional Office, KOTA. Proof of appointment and residential addresses for verification stating their eligibility is to be submitted.

2.20 Earnest Money Deposit

The vendor/bidder must submit the Earnest Money Deposit (EMD) amount Rs. 20000.00 through DD in the favour of "Central Bank Of India, Regional Office Kota" Payable at Kota. For the purpose of EMD, Govt. guidelines will be applicable.

- Bidder must submit the Bank account detail along with IFSC code, so that EMD amount can be refund through NEFT.



3. OTHER TERMS AND CONDITIONS – Qualifying Criteria

- 3.0.1** The Bidder/Vendor should have at least Three years' experience as on 31.03.2023 in providing AMC services to Public Sector Banks/RBI/RRB not less than the volume / area expressed in this RFP and running at least one AMCs in similar kind of contract work with any Govt. body/Public Sector Banks/RBI/RRB and have to submit satisfactory performance certificate along with this bid.
- 3.0.2** The Bidder/Vendor should be registered company with valid ISO/IEC 20000-1:2011 and above service management certification and must have office in Rajasthan for better co-ordination.
- 3.0.3** The Bidder/Vendor company should have experienced engineers on their payroll stationed at office/service center/s etc. and should submit proof of PF contribution and ESIC subscription etc. remittance to concern statutory bodies. They should have sufficient support personnel to support IT infrastructure on their own without resorting to sub-contracting in part or full. Rendering support of any sort **through franchises/outside engineer will not be acceptable.**
- 3.0.4** The Bidder/Vendor should not have been black listed at any point of time before participating in this bid by any Govt. body/PSU Bank/RBI/RRB. A self-declaration letter by the bidder should be submitted on company's letter head.
- 3.0.5** The Bidder company should be financially sound and have to submit Audited Balance Sheet and Profit & Loss account statement for the last three years. The Bidder should be registered with all the Statutory Bodies and must have PAN, TAN, GST etc. for rendering services required by the bank
- 3.0.6** The Bidder/Vendor shall provide/furnish/submit all the supportive/necessary documents along with the bid to the bank on the terms and conditions set out in this RFP otherwise the Bidder/Vendor shall not be allowed and/or disqualified to participate in this RFP. Cost of RFP shall also be paid by the Bidder/Vendor by way of enclosing Demand Draft Fvg. "Central Bank Of India, Regional Office Kota"
- 3.0.7** The Bidder company annual turnover for that last 3 financial years should be Rs. 5.00 crore and above per annum in Hardware maintenance services.

3.1 SCOPE OF WORK

- 3.1.1** The Comprehensive AMC shall consist of preventive and corrective maintenance of the Computer Systems/machines and will include supply and replacement of unserviceable parts, at Bidder's /Vendor's own cost. **Once in each quarter, the Bidder/Vendor will perform preventive maintenance of all machines and the service reports will be duly signed by concerned Bank officials has to be submitted to our Regional office Kota.** At the time of submitting invoice for payment, the copy of the service reports are to be submitted.
- 3.1.2** **The cost of Replacement/Repairs of Printer Head to be borne by the Bidder/Vendor.**
- 3.1.3** In case of replacement of parts, the old/defective parts removed from the computer system shall become the property of the Bidder/Vendor. The parts to be replaced will either be new parts or equivalent to new parts.
- 3.1.4** All maintenance/repairs shall be attended by the Bidder/Vendor or authorized personnel only. Engineer should be available at district level to serve our branches in fast manner.
- 3.1.5** Representative of the Bidder/Vendor shall visit the concerned RCC office at least once in a month to discuss the problems and their immediate rectification.



- 3.1.6** The Bidder/Vendor shall maintain adequate spare machines and other spares at District level to facilitate any temporary replacement. A minimum of 2 PCs and 2 Printers of each type / company (complete machines / of latest configuration) will have to be provided by the Bidder/Vendor to facilitate temporary replacement.
- 3.1.7** The Computer Systems/machines shall continue to remain covered under AMC agreement during transit as well as at the new location, when moved for maintenance or for any other purpose.
- 3.1.8** The Engineers provided should be conversant in loading different types of Operating Systems etc. Such engineer should also be conversant in repairing all types of printers. Any maintenance and installation of normal system related software, i.e. System Software, Application Software and Operating System (O/S) / Virus related problems to be taken care by the Bidder/Vendor.

3.2 HOURS OF SERVICE

- 3.2.1** The provision, by the Bidder/Vendor, of maintenance service will be confined to the Banks normal working hours on all normal working days.
- 3.2.2** No work will be undertaken on Sundays and holidays except by prior arrangement.
- 3.2.3** The normal working hours of the Bank are from 10.00 a.m. to 5.00 p.m. on all weekdays. However, no additional charges / cost will be paid if the maintenance services are required prior and beyond normal working hours.

3.3 DURATION OF CONTRACT:

- 3.3.1** The contract shall initially be valid for a period of twelve months starting from 16/08/2023 or from the date of award of contract whichever is later and may be extended/renewed for further on the same terms and conditions depending on satisfactory service, as may be mutually acceptable to the Bank and the Bidder/Vendor.
- 3.3.2** If the Bidder/Vendor desires to renew the period of existing contract, then it shall, by giving One month prior notice before the expiry of the contract, express its desire to renew the contract.

3.4 CARE OF THE EQUIPMENT:

- 3.4.1** The Bank shall give the Bidder/Vendor full access to the Computer system/machines to enable the Bidder/Vendor to provide comprehensive maintenance service.
- 3.4.2** The Bank shall provide suitable working space/facilities to the Bidder/Vendor for storage of maintenance equipment, spare parts and spare machines for its requirements.
- 3.4.3** The Bidder/Vendor shall ensure that the Systems being maintained is available to the Bank in proper working condition for at least 95% of the time in every month.

3.5. MOVEMENT OF EQUIPMENT:

- 3.5.1** The bank reserves right to move any equipment from the place of installation to any other location, under intimation to the Bidder/Vendor.
- 3.5.2** All costs/charges in respect of moving the Computer Systems/machines from one location to another shall be payable by the Bank. In case the Computer Systems/machines is moved for the purpose of maintenance, such costs/charges shall be borne by the Bidder/Vendor.
- 3.5.3** Maintenance charges, as per clause 3.7 hereunder, shall be paid by the Bank for all the Computer Systems/machines, irrespective of the fact that any one or more Computer Systems/machines are moved by the Bidder/Vendor for providing maintenance service as per the contract.



- 3.5.4** The obligations of both the Bank and the Bidder/Vendor shall proportionately cease forthwith if the Bank sells or transfers the ownership of any one or more Computer Systems/machines. If any machines are withdrawn from use, the AMC charges will be reduced proportionately from the next quarter.

3.6. PURVIEW OF THIS AMC CONTRACT:

- 3.6.1** The scope of AMC will include all parts of computer systems (Mother Board, SMPS, RAM, Processors, CPU Fan, DVD, all types of PCI cards, Cables , Hard disk etc.) ,all parts of TFT & all parts of printers (printer knobs, printer heads, paper guide, power supply unit, Network equipment, drums, laser printer fuser assembly set, paper trays, Logic cards, miler strip etc.) excluding ribbons and toner cartridges, irrespective of the cause of damage. **Bidder will have to accept all hardware of branch as whereas condition.**
- 3.6.2 Any Servicing of Virus related Problems. Anti-Virus software will be made available by the Bank.**
- 3.6.3 Any maintenance and installation of normal system related software, application software, operating system.** However, operating system, normal application software will be made available by the bank.

3.7. PAYMENT OF CHARGES:

- 3.7.1 Maintenance charges of all the branches / offices will be payable post facto on quarterly basis i.e. after the completion of the respective quarter by Regional Office.** The Bidder/Vendor shall draw invoices (Branch wise) and submit Regional Office Kota for payment of quarterly maintenance charges **on the basis of actual quantity of the hardware at the branch.**
- 3.7.2** No penalty or interest etc., shall be payable by the Bank for any overdue maintenance charges.
- 3.7.3** Maintenance charges payable by the Bank are inclusive of all applicable taxes, duties, levies etc. However, Goods Service Tax(GST) as applicable for work contract, will be payable extra and TDS may be deducted as applicable.
- 3.7.4 Changes or additions in Computer Systems/machines features may result in change in minimum maintenance charges, which will have to be finalized with mutual discussions. Addition of Hardware coming out of warranty will be added into the Hardware list and likewise deletion will be made from the list of Hardware due to removal or becoming obsolete and payment will be made proportionately.**

3.8. OBLIGATIONS OF THE BIDDER/VENDOR:

The Bidder/Vendor shall be liable to pay penalty as hereunder per each day of delay beyond following hours in completion of maintenance work, which shall be as follows:

| | | | |
|---|-----------------------------------|-----------|----------|
| 1 | Gateway PC | Rs. 500/- | 24 hours |
| 2 | Desktop PCs/ Laptops | Rs. 100/- | 48 hours |
| 3 | DMP Printers (136 col. & 80 col.) | Rs. 100/- | 48 hours |
| 4 | Laser jet Printers | Rs. 100/- | 48 hours |
| 5 | Passbook Printers | Rs. 100/- | 48 hours |
| 6 | Flat Bed Scanner | Rs. 50/- | 48 hours |
| 7 | CTS scanner | Rs. 100/- | 48 hours |

3.9. ASSIGNMENT:

All rights, liabilities and obligations are non-transferable and any transfer/assignment of the same can be done only mutually.



3.10. TERMINATION:

The contract may be terminated by the Bidder/Vendor by giving three months' notice in writing. However, the bank may terminate the contract by giving 30 days' notice. Maintenance charges payable, shall be proportionately reduced for the remaining period and Bank will be obliged to pay only for the actual period for which the Bidder/Vendor provided the maintenance service.

3.11. FORCE MAJEURE:

The Bidder/Vendor shall not be liable for any loss, damage, injury or delay which is due to fault or causes beyond the control of the Bidder/Vendor or force majeure such as acts of God, Government direction, Riots, War, Civil commotion, sabotage, fires, lightening, floods, earthquakes, explosions or other catastrophes, epidemics, quarantine etc.

3.12. Resolution of Disputes

Central Bank Of India and the Bidder/Vendor shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after thirty days from the commencement of such informal negotiations, Central Bank Of India and the Bidders/Vendors are unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration/only court in kota.

3.13. GENERAL:

3.13.1 The Bidder/Vendor shall be required to sign a **Service Level Agreement** as per Banks Standard Format incorporating various terms & conditions.

3.13.2.If the service provided by the Bidder/Vendor is found to be unsatisfactory or if at any time it is found that the information provided for empanelment is false the Bank reserves the right to remove such Bidders/Vendors by giving notice from the empanelled list.

3.13.3 The Bank reserves the right to inspect the facilities of the Bidder/Vendor to verify the genuineness and to ensure conformity with the details given in the bid.

3.13.4 Bids received late and/or incomplete in any respect or not accompanied by prescribed documents are liable to be rejected. Bidder/Vendor will be responsible to ensure that the application reaches the Bank on or before the due date and time. Central Bank of India is not responsible for non-receipt of applications within the specified date and time due to any reason including postal delays.

3.13.5 The quantity mentioned in annexure II is only estimated quantity, which will be finalized by the successful vendor within one month of accepting work order by visiting the branches in the prescribed format

3.13.6 On subsequent additions of Hardware, PCs/Laptop's,scanners,CTS Scanners and Printers which fall out of warranty shall be included in the contact at the rates quoted by the Bidder/Vendor as per Annexure II and payments shall be made accordingly.



3.14 Other

- 3.14.1 The vendor on award of the contract will have to submit Performance Bank Guarantee of an amount of 10% of cost of AMC (rounded off to nearest hundred) from any of the Scheduled Commercial Bank (other than Central Bank of India), valid for one year (contract period) with additional claim period of 3 months within 10-15 days from the date of award of the contract.
- 3.14.2 The vendors are expected to attend the technical and financial bid opening session or send their authorized representatives. The Bank shall not invite any vendor to attend both the sessions. Each company can send only one duly authorized representative to attend these sessions. A letter to this effect may be provided to the representative. In case, due to unavoidable or untoward circumstances beyond our control, the bank shall immediately announce next date for both the sessions. The company shall not claim any compensation for this delay.
- 3.14.3 The EMD will be returned to unsuccessful bidder after the process is over without interest.
- 3.14.4 The Bank reserves the right to accept or reject any or all the Tenders or split the work to any other contractor at the time of issuing work order or during the contract period without assigning any reasons for doing so.
- 3.14.5 Central Bank of India, reserves the right to accept or reject any or all tender without assigning any reason thereof. The bank's decisions in this regard shall be final and binding
- 3.14.6 The vendor shall extend necessary assistance in shifting and reinstallation of computer hardware items of the branches during premise shifting or just relocating the computer hardware as the case may be
- 3.14.7 The Vendor will provide insurance cover to its workmen/ resident engineers in the Bank. The workmen/ engineers or their legal heirs shall not claim any insurance or any other kind of benefit from the Bank in case workmen/ engineers suffer any loss or damage to their life or person or property while working in the Bank premises.
- 3.14.8 The Vendor shall ensure compliance to all the obligations arising under the Contract Labor (Regulations & Abolition) Act, 1970, Minimum Wages Act, Workmen's Compensation Act, 1923 and other labor laws prevailing in the state. In the event of any liability arising on account of any breach or non-compliance of statutory requirements by the contractor, the Bank would have the right to reimburse itself by way of adjustment from the vendor's pending bills or otherwise recover it through available legal means, to the extent of the loss suffered by it as a consequence of the same
- 3.14.9 The vendor shall ensure that all materials and information which may come into its possession or knowledge in connection with this contract or the performance thereof, whether consisting of confidential and proprietary data or not, whose disclosure to or use by third parties may be damaging or cause loss to the Bank, will at all times be held by it in the strictest confidence and it shall not make use thereof other than for the performance of its obligations described in the AMC and to release it only to employees requiring such information for the purpose of performing obligations arising out of the AMC and not to any other party. The vendor shall ensure that appropriate action shall be taken with respect to its employees to ensure that the obligations of non-use and non-disclosure of confidential information are fully satisfied
- 3.14.10 The vendor shall certify that the repair and maintenance services/products sold do not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. The vendor shall indemnify the Bank from any claim or demand, action or proceeding, directly or indirectly resulting from or arising out of any breach or alleged breach of this warranty



Annexure - I

Application for Expression of Interest for empanelment of Bidders/Vendors for AMC & Related Services for Gateway PC, PCs/Laptop's, Dot Matrix Printers (132 col & 80 col), Passbook printer and peripherals, Laser Printers and Flat Bed Scanners ,CTS Scanners at Central Bank of India, Kota Region

| | | |
|----|---|---|
| 1. | Name of the Company | |
| 2. | Address of Registered Office | |
| 3. | Registration number and Date of Registration | a. Under Companies Act 1956 _____ b. Under C.S.T _____ c. Under B.S.T _____ d. Under G.S.T _____ e. Other (Please specify) |
| 4. | Company PAN/TAN | a.) PAN _____ b.) TAN _____ |
| 4. | Nature of Business | |
| 5. | Services that can be provided | |
| 5. | Whether a fully functional Service / support center is available at KOTA | Yes / No |
| 6. | Details of at least three deals executed to Banks/Financial Institution since 2019. | |
| 7. | Details of profit in | a. 2020-2021 b. 2021-2022 c. 2022-2023 |
| 8. | Documents Required | Balance sheet- 3years Profit and Loss- 3years ISO certification satisfactory performance certificate from work with Govt. <u>body</u> /Public Sector Banks/RBI/RRB Power of attorney /authorization letter who signed the document on behalf of the company |

The following documents are enclosed

(Please Specify)

ANNEXURE II (Financial Bid)

**LIST OF HARDWARE ITEMS SITUATED AT VARIOUS BRANCHES / OFFICES UNDER
JURIDICION OF KOTA REGION**

| S.NO. | HARDWARE ITEM | MAKE/MODEL | Offered Qty. OF H/W for the purpose of evaluating Bidder as L1 | Rate per Unit | Total Amount |
|-------|--|--|--|------------------|-----------------|
| 1 | GATEWAY PCs SERVER (with OS) | ACER/WIPRO/ LENOVO/HP and other similar Brands | 60 | | |
| 2 | DESKTOP PCs/Laptop's (with OS) | ACER/WIPRO/ LENOVO/HP and other similar Brands | 205 | | |
| 3 | 136 COL. DOT MATRIX PRINTER | EPSON DLQ-3500 and other Brands | 30 | | |
| 4 | 80 COL. DOT MATRIX PRINTER | EPSON LQ-300+II, LQ-310and other Brands | 58 | | |
| 5 | PASSBOOK PRINTER | EPSON PLQ- 20/OLIVETTI PR2 Plus/ LIPI PB2, and other similar Brands | 74 | | |
| 6 | SCANNERS | CANON/ BEARPAW/ HP and other similar Brands | 52 | | |
| 7 | LASERJET PRINTERS | HP/CANON / SAMSUNG and other similar Brands | 82 | | |
| 8 | CTS Scanner | LIPI / PINANI and other similar Brand | 21 | | |
| | NET TOTAL AMOUNT(TCO), which shall be base figure for evaluating Bidder as L1 | XXXXXXXXXXXX | XXXXXXXXXX | XXXXXXXX | |

We understand that the quantity and number of resources mentioned above may vary and accurate quantity/number will be arrived at by visiting the vendor and preparing inventory in the prescribed formatting within one month..

The above quotation/prices are inclusive of all Taxes except applicable **Goods Service Tax (GST)**. We confirm that the prices quoted above will be valid for contract period.

We undertake to provide committed & efficient maintenance services for the period of contract and also ensure availability of spares for a contract period.

We also undertake that our Company has not been black listed at any point of time before participating in this bid by any Govt. body/PSU Bank/RBI/RRB.

We have gone through the terms and conditions mentioned in the offer document dated and undertake to unconditionally comply with the same.

Date:

(Seal & Sign of the Bidder/Vendor)

Annexure III

DECLARATION ON LETTER-HEAD.

To,
Regional Manager,
Central Bank of India,
Regional Office,
Kota

Dear Sir/Madam,

Reg : Undertaking of correctness of information& Documents submitted.

We certify that the all information provided by us is true to the best of our knowledge. We also understand that if any information provided is found to be false at any time and documents submitted by us are not sufficient / appropriate as per terms and conditions mentioned in this RFP our application is liable to be rejected and we will be abide by the decision taken by the bank& bank's decision shall be final.

Signature

Date:

Place:

Seal of the Company

Annexure V

DECLARATION ON LETTER-HEAD.

To,
Regional Manager,
Central Bank of India,
Regional Office,
Kota

Dear Sir/Madam,

Reg : Undertaking of Bid security declaration.

We undertake, if we withdraw or modify the bids during period of validity of RFP etc, the bank may suspend our offer/bid/tender for the time specified in the tender document.

Signature

Date:

Place:

Seal of the Company

ANNEXURE IV

LIST OF BRANCHES/OFFICES

| S NO. | Br Code | Br Name | DISTRICT |
|-------|---------|-------------------------------|----------------|
| 1 | 456 | BADA NAYA GAON | BUNDI |
| 2 | 457 | ARYA SAMAJ ROAD KOTA | KOTA |
| 3 | 458 | KAITHUN | KOTA |
| 4 | 459 | SULTANPUR RAJASTHAN | KOTA |
| 5 | 460 | ASNAWAR | JHALAWAR |
| 6 | 461 | BAKANI | JHALAWAR |
| 7 | 462 | MANOHAR THANA | JHALAWAR |
| 8 | 463 | PACHPAHAR | JHALAWAR |
| 9 | 464 | RAIPUR - RAJASTHAN | JHALAWAR |
| 10 | 465 | SAROLA | JHALAWAR |
| 11 | 985 | JHALARAPATAN RAJASTHAN | JHALAWAR |
| 12 | 1016 | GOVERDHANPURA CIRCLE KOTA. | KOTA |
| 13 | 1167 | RAMGANJ MANDI | KOTA |
| 14 | 1190 | SEESWALI | BARAN |
| 15 | 1193 | CHECHAT | KOTA |
| 16 | 1195 | MANDANA | KOTA |
| 17 | 1244 | JHALAWAR RAJASTHAN | JHALAWAR |
| 18 | 1557 | INDRAPRASTHA INDUST AREA KOTA | KOTA |
| 19 | 1641 | SUKET | KOTA |
| 20 | 1667 | SAWAI MADHOPUR | SAWAI MADHOPUR |
| 21 | 1675 | KUNADI | KOTA |
| 22 | 1705 | AWAN | KOTA |
| 23 | 1720 | BARAN | BARAN |
| 24 | 1739 | ATRU | BARAN |
| 25 | 1740 | BHANWARGARH | BARAN |
| 26 | 1741 | KHATOLI | KOTA |
| 27 | 1756 | GHATOLI | JHALAWAR |
| 28 | 1759 | GANGDHAR | SAWAI MADHOPUR |
| 29 | 1765 | PANWAR | JHALAWAR |
| 30 | 1767 | KHANPUR | JHALAWAR |
| 31 | 1915 | VIGYAN NAGAR | KOTA |
| 32 | 2062 | CHHIPABAROD | BARAN |
| 33 | 2121 | BAROD | KOTA |
| 34 | 2738 | NTPC ANTAH | BARAN |
| 35 | 2859 | ITAWA | KOTA |
| 36 | 2897 | AKLERA | JHALAWAR |
| 37 | 2915 | DHOLAM | BARAN |
| 38 | 2916 | GANDAWAR | SAWAI MADHOPUR |
| 39 | 2982 | HARNAVDA SHAHJI | JHALAWAR |

| | | | |
|----|------|--|----------------|
| 40 | 2987 | DANTA | JHALAWAR |
| 41 | 2991 | RAMGARH | BARAN |
| 42 | 2994 | CHHABRA | BARAN |
| 43 | 3261 | DAV SCHOOL TALWANDI KOTA | KOTA |
| 44 | 3292 | BHAMASHAH K U ANANTPURA KOTA | KOTA |
| 45 | 3459 | GANGAPUR CITY RAJASTHAN | SAWAI MADHOPUR |
| 46 | 3494 | BUNDI RAJASTHAN | BUNDI |
| 47 | 3595 | DADABARI | KOTA |
| 48 | 3736 | R K PURAM KOTA | KOTA |
| 49 | 3763 | MINI SECRETARIATE JHALAWAR | JHALAWAR |
| 50 | 3918 | CHHAN | SAWAI MADHOPUR |
| 51 | 4045 | UNHEL | JHALAWAR |
| 52 | 4093 | SELU | SAWAI MADHOPUR |
| 53 | 4525 | RAJEEV GANDHI NAGAR | KOTA |
| 54 | 4782 | MITRAPURA | SAWAI MADHOPUR |
| 55 | 5003 | MANGROL | BARAN |
| 56 | 5004 | KELWARA | BARAN |
| 57 | 5102 | NAYAKHEDA | KOTA |
| 58 | 5112 | BHALTA | JHALAWAR |
| 59 | 1836 | Regional Office kota, 3 LDM office and 3 fice, CCPB | KOTA |

END OF DOCUMENT